

**LISBURN CITY & CASTLEREAGH DISTRICT COUNCIL**

**Minutes of Meeting of the Planning Committee held in the Council Chamber,  
Lisburn and Castlereagh City Council offices, Island Civic Centre, The Island,  
Lisburn on Monday 6 July 2015 at 6.00 pm**

**PRESENT:**

Alderman M Henderson MBE (Chairman)

The Right Worshipful the Mayor, Councillor R.T. Beckett

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

**IN ATTENDANCE:**

Director of Development and Planning  
Area Planning Manager  
Principal Planning Officers (RH and LJ)  
Senior Planning Officers (RT. AS and MCO)  
Transition Manager  
Committee Secretary  
Attendance Clerk

Cleaver Fulton & Rankin  
Kate McCusker (Legal Advisor)

**Commencement of Meeting**

The Chairman, Alderman M Henderson, welcomed everyone to the meeting.

Introductions were made by the Chairman and some Housekeeping and Evacuation announcements were made by the Director of Development and Planning.

1. **Apologies**

It was agreed to accept apologies from Aldermen D Drysdale and G Rice MBE

2. **Declarations of Interest**

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

The Chairman also advised that the Members of the Planning Committee (by virtue of being Members of the Council) had a significant private or personal non-pecuniary interest in Planning Application S/2014/0881/F – community centre at site opposite 50-58 Rathvarna Drive, Ballymacoss; however the dispensation under paragraph 6.6 of the Code of Conduct applied and therefore Members might speak and vote on the application.

It was further noted that, as all Members had the same interest in this case, it was not

considered necessary for each Member to individually declare their interest.

The following Declaration of Interest was made:

- Councillor John Palmer in Item 4.1.8 Application No S/2014/0587/F on the basis that he was a customer of the applicant

3. Minutes of Meeting of the Planning Committee held on 1 June 2015.

It was proposed by Councillor R Butler, seconded by P Catney and agreed that the minutes of the meeting of the Planning Committee held on 1 June 2015 be adopted as an accurate record of proceedings and be signed.

4. Report of The Director of Development and Planning

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

4.1 Schedule of Applications to be Determined:

The Chairman reminded Members that they needed to be present for the entire item. If absent for any part of the discussion they would render themselves unable to vote on the application.

(Councillor John Palmer left the meeting at 7.20 pm)

4.1.1. S/2014/0621/F – Major Application - Part demolition of existing manufacturing factory and proposed extension, alterations and part change of use to include Class B1 offices and Class A1 retail and associated site works and access at 19 Ballinderry Road, Lisburn

(Presented by the Senior Planning Officer (MCO))

The Senior Planning Officer advised that the application related to an existing manufacturing factory on the Ballinderry Road, Lisburn. She reported that no objections had been received and the site was within an area zoned under BMAP for employment and industry.

The recommendation from the Senior Planning Officer was that the application be granted approval subject to a number of conditions.

In response to Members' questions, the Senior Planning Officer clarified the following points:

- Offices included in the application were accessed from the factory floor and would accommodate administrative staff; they would not be available for rental by third parties.
- Retail space would comprise 5% of the development and that a hot food outlet would be a sui generis use and would require planning permission in its own right.
- Car and HGV parking within the site was 25% greater than what had been there previously and TransportNI were satisfied that the site

provided adequate parking for the number of employees, given that shift working patterns would be in operation and that there were public and other transport options available.

- TransportNI had considered the current road network at the site and whether it had the capacity for additional traffic and considered that the application would not require additional road improvements.
- The Director of Development and Planning advised that road improvements in the vicinity of the application were included in a planning application for housing development.

Councillor Mackin expressed continuing concern regarding parking spaces within the site and referred to a reference within the application to a requirement for parking for 388 vehicles. The Senior Planning Officer considered that the reference was for the maximum permissible spaces. She undertook however to clarify this issue with Transport NI and to come back to Councillor Mackin.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to grant the application, subject to the following conditions for the reasons stated

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

**Reason:** Time Limit.

- The vehicular accesses, including any visibility splays and any forward sight distance, shall be provided in accordance with Drawing No's. C04 Rev. B and (9) C002 Rev. B, bearing the date stamp 01 December 2014 and 21 January 2015, prior to the commencement of any other works or other development hereby permitted. The area within the visibility splays and any forward sight line shall be cleared to provide a level surface no higher than 250 mm above the level of the adjoining carriageway and such splays shall be retained and kept clear thereafter.

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

- The access gradients to the development hereby permitted shall not exceed 4% (1 in 25) over the first 10 m outside the road boundary. Where the vehicular access crosses footway or verge, the access gradient shall be between 4% (1 in 25) maximum and 2.5% (1 in 40) minimum and shall be formed so that there is no abrupt change of slope along the footway.

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

- The development hereby permitted shall not be occupied until hard surfaced areas have been constructed in accordance with approved

drawing no. C04 Rev. B, bearing date stamp 01 December 2014 to provide adequate facilities for parking and circulating within the site. No part of these hard surfaced areas shall be used for any purpose at any time other than for the parking and movement of vehicles.

**Reason:** To ensure that adequate provision has been made for parking and circulating within the site.

- The development hereby permitted shall operate in accordance with the approved Travel Plan bearing the DOE Planning date stamp 02 February 2015.

**Reason:** To ensure that the development offers a realistic choice of access by walking, cycling and public transport.

- Any existing street furniture or landscaping obscuring or located within the proposed carriageway, sight visibility splays, forward sight lines or access shall, after obtaining permission from the appropriate authority, be removed, relocated or adjusted at the applicant's expense.

**Reason:** In the interest of road safety and the convenience of road users

- If during the development works, new contamination and risks are encountered which have not previously been identified, works should cease and the Planning Authority shall be notified immediately. This new contamination shall be fully investigated in accordance with the Model Procedures for the Management of Land Contamination (CLR11). In the event of unacceptable risks being identified, a remediation strategy shall be agreed with the Planning Authority in writing, and subsequently implemented and verified to its satisfaction.

**Reason:** Protection of environmental receptors to ensure the site is suitable for use

- After completing any remediation works under Condition 7, and prior to occupation of the development, a verification report needs to be submitted in writing and agreed with Planning Authority. This report should be completed by competent persons in accordance with the Model Procedures for the Management of Land Contamination (CLR11). The verification report should present all the remediation and monitoring works undertaken and demonstrate the effectiveness of the works in managing all the risks and achieving the remedial objectives.

**Reason:** Protection of environmental receptors to ensure the site is suitable for use.

(Councillor John Palmer returned to the meeting at 7.35 pm)

4.1.2 S/2014/0780/F – Major Application - Proposed new stand-alone block containing art suite, home economics suite, music suite, sports hall and changing facilities, additional car parking and play areas at St Patrick's

Academy, Ballinderry Road, Lisburn.

(Presented by the Senior Planning Officer (MCO))

The Senior Planning Officer advised that this application related to St Patrick's Academy, Ballinderry Road, Lisburn, and was for a proposed new stand-alone block containing art suite, home economics suite, music suite, sports hall and changing facilities as well as additional car parking and play areas.

The Senior Planning Officer reported that no letters of objection had been received in respect of the application.

The recommendation from the Senior Planning Officer was that planning permission be granted, subject to a number of conditions.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to grant the application, subject to the following conditions for the reasons stated

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

**Reason:** Time Limit

- The development hereby permitted shall not be occupied until hard surfaced areas have been constructed in accordance with approved drawing no. 14-15-02 (or 02A), bearing date stamp 31 March 2015 to provide adequate facilities for parking and circulating within the site. No part of these hard surfaced areas shall be used for any purpose at any time other than for the parking and movement of vehicles.

**Reason:** To ensure that adequate provision has been made for parking and circulating within the site.

- All hard and soft landscape works shall be carried out in accordance with the approved details and the appropriate British Standard or other recognised Codes of Practice. The works shall be carried out prior to the operation of any part of the development.

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

- The existing natural screenings of this site, as indicated in on the approved plan date stamped 31 March 2015 , shall be retained except where indicated to be removed or unless necessary to prevent danger to the public.

**Reason:** To ensure the maintenance of screening to the site.

- If any retained tree is removed, uprooted or destroyed or dies within 3

years from the date of the occupation of the building for its permitted use another tree or trees shall be planted at the same place and (that / those) tree(s) shall be of such size and species and shall be planted at such time as may be specified by the Council.

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

- If within a period of 5 years from the date of the planting of any tree, shrub or hedge, that tree, shrub or hedge is removed, uprooted or destroyed or dies, or becomes, in the opinion of the Council, seriously damaged or defective, another tree, shrub or hedge of the same species and size as that originally planted shall be planted at the same place, unless the Council gives its written consent to any variation.

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

4.1.3 Y/2014/0260/F – Major Application - Construction of 2 no. detached dwellings and 8 no. semi-detached dwellings, single storey garages at sites 108, 128, 135 and 136, landscaping, parking, associated site works to include 1.2m high retaining wall and access arrangements from Comber Road in accordance with planning permission Y/2013/0146/F (Amended Plans) at lands approximately 60 m south east of Millmount House, 9 Millmount Road, Ballylisbredan, Dundonald.

(Presented by the Senior Planning Officer (AS))

The Senior Planning Officer provided a detailed outline of the proposed development. He reported that no letters of objection had been received in respect of the application.

In response to a query by Councillor Catney regarding flooding risks, the Senior Planning Officer advised that the Rivers Agency had agreed a scheme of drainage for the development and NI Water had also confirmed the provision of storm sewers within the development. He reported that the flood risk assessment indicated that this development would not have any impact on the Enler River.

The recommendation from the Senior Planning Officer was that planning permission be granted, subject to a number of conditions.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to grant the application subject to the following conditions for the reasons stated:

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

**Reason:** Time Limit

- The Private Streets (Northern Ireland) Order 1980 as amended by the Private Streets (Amendment) (Northern Ireland) Order 1992. The Council hereby determines that the width, position and arrangement of the streets, and the land to be regarded as being comprised in the streets, shall be as indicated on Drawing No: PSD 1 bearing the Council date stamp 29 Dec 2014 and the DRD TransportNI Determination date stamp of 19 January 2015

**Reason:** To ensure there is a safe and convenient road system to comply with the provisions of the Private Streets (Northern Ireland) Order 1980.

- No dwelling shall be occupied until provision has been made and permanently retained within the curtilage of each dwelling for the parking of private cars in accordance with drawing No PSD 1 bearing the Council date stamp of 29 December 2014 and the DRD TransportNI Determination date stamp of 19 January 2015.

**Reason:** To ensure adequate (in-curtilage) parking in the interests of road safety and the convenience of road users.

- The vehicular access, including visibility splays and any forward sight distance, shall be provided in accordance with Drawing No PSD 1 bearing the Council date stamp 29 December 2014 and the DRD TransportNI Determination date stamp of 19 January 2015, prior to the commencement of any other works or other development hereby permitted.

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

- No site works of any nature or development shall take place until the developer contacts NIEA Historic Monuments Unit in relation to ongoing archaeological works.

**Reason:** To ensure that archaeological remains within the application site are properly identified and protected or appropriately recorded.

- Access shall be afforded to the site at all reasonable times to any archaeologist nominated by the Council to observe the operations and to monitor the implementation of archaeological requirements.

**Reason:** To ensure that identification, evaluation and appropriate recording of any archaeological remains, or any other specific work required by condition or agreement, is completed in accordance with the approved programme.

- A landscape management plan shall be submitted and agreed by the Council. Planting will be implemented in the first planting season after occupation of any of the dwellings hereby approved.

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

4.1.4 Y/2014/0326/F – Major Application – 10 no. detached dwellings and 14 no. semi-detached dwellings with garages and associated site works (Flood Risk Assessment) at lands approximately 120m south of Millmount House, 9 Millmount Road, Ballylisbredan, Dundonald

(Presented by the Senior Planning Officer (AS))

The Senior Planning Officer advised that this application for a housing development was in the same vicinity as the previous one (Y/2014/0260/F) considered by the Committee. He reported that no objections to the application had been received.

In response to queries by Councillor Mackin, the Senior Planning Officer confirmed that there would be screening between the Comber Greenway and the development. He also advised that the 10 metre buffer zone between the development and the Enler River was in place during the construction period to protect the river. He stated that the completed development included a pedestrian pathway running parallel to the river which in effect meant that the buffer zone would be retained.

In response to a query by Councillor Catney regarding flood risks, the Senior Planning Officer advised that both the Rivers Agency and NI Water had been consulted regarding the development. He pointed to an area coloured blue in the site plans which had been identified as being liable to flooding and explained that no development had been planned for that area.

The recommendation from the Senior Planning Officer was that planning permission be granted, subject to a number of conditions.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to grant the application subject to the following conditions for the reasons stated:

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

**Reason:** Time limit

- The vehicular accesses, including visibility splays and any forward sight distance, shall be provided in accordance with Drawing Proposed Road Layout and PSD - App 6 Rev B bearing the LCCC date stamp 12 May 2015, prior to the commencement of any other development hereby permitted. The area within the visibility splays and any forward sight line shall be cleared to provide a level surface no higher than 250mm above the level of the adjoining carriageway and such splays shall be retained and kept clear thereafter.

**Reason:** To ensure there is a satisfactory means of access in the



interests of road safety and the convenience of road users.

- The access gradients to the dwellings hereby permitted shall not exceed 8% (1 in 12.5) over the first 5 m outside the road boundary. Where the vehicular access crosses footway, the access gradient shall be between 4% (1 in 25) maximum and 2.5% (1 in 40) minimum and shall be formed so that there is no abrupt change of slope along the footway.

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

- The Private Streets (Northern Ireland) Order 1980 as amended by the Private Streets (Amendment) (Northern Ireland) Order 1992. The Council hereby determines that the width, position and arrangement of the streets, and the land to be regarded as being comprised in the streets, shall be as indicated on Drawing Proposed Road Layout and PSD - App 6 Rev B bearing the LCCC date stamp 12 May 2015.

**Reason:** To ensure there is a safe and convenient road system within the development and to comply with the provisions of the Private Streets (Northern Ireland) Order 1980.

- No dwelling shall be occupied until that part of the service road which provides access to it has been constructed to base course; the final wearing course shall be applied on the completion of the development.

**Reason:** To ensure the orderly development of the site and the road works necessary to provide satisfactory access to each dwelling

- Notwithstanding the provisions of the Planning (General Permitted Development) Order (Northern Ireland) 2015, no buildings, walls or fences shall be erected, nor hedges, nor formal rows of trees grown in (verges/service strips) determined for adoption.

**Reason:** To ensure adequate visibility in the interests of road safety and the convenience of road users and to prevent damage or obstruction to services.

- No dwelling shall be occupied until hard surfaced areas have been constructed in accordance with approved drawing Proposed Road Layout and PSD - App 6 Rev B bearing the LCCC date stamp 12 May 2015 to provide adequate facilities for parking and circulating within the site. No part of these hard surfaced areas shall be used for any purpose at any time other than for the parking and movement of vehicles.

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

- No site works of any nature or development shall take place until a programme of archaeological work has been implemented, in

accordance with a written scheme and programme prepared by a qualified archaeologist, submitted by the applicant and approved by the Council. The programme should provide for the identification and evaluation of the archaeological remains within the site, for mitigation of the impacts of the development through excavation recording or by preservation of remains and for the preparation of an archaeological report.

**Reason:** To ensure that archaeological remains within the application site are properly identified and protected or appropriately recorded.

- Access shall be afforded to the site at all reasonable times to any archaeologist nominated by the Council to observe the operations and to monitor the implementation of archaeological requirements.

**Reason:** To ensure that identification, evaluation and appropriate recording of any archaeological remains, or any other specific work required by condition or agreement, is completed in accordance with the approved programme.

- The applicant should maintain a 10m buffer from the Enler River within which there must be no construction or operational works. This includes no refuelling of construction machinery, or storage of fuel or spoil.

**Reason:** To protect the integrity of a designated ASSI/SPA/SCA.

- A landscape management plan shall be submitted and agreed by the Council. Planting will be implemented in the first planting season after occupation of any of the dwellings hereby approved.

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

4.1.5 Y/2015/0040/F – Major Application - Proposed Installation of mobile accommodation and associated site works at Newtownbreda High School, Newtownbreda Road, Belfast

(Presented by the Senior Planning Officer (AS))

The application was for the provision of 7 mobile classrooms to the rear of the main educational building and the provision of additional car parking spaces within the campus. The Senior Planning Officer advised that no objections to the application had been received.

The recommendation from the Senior Planning Officer was that planning permission be granted, subject to a number of conditions.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to grant the application subject to the following conditions for the reasons stated:

- As required by Section 61 of the Planning Act (Northern Ireland) 2011,

the development hereby permitted shall be begun before the expiration of 5 years from the date of this permission.

**Reason:** Time limit

- No operation in or from any building hereby permitted shall commence until hard surfaced areas have been constructed and permanently marked in accordance with the approved drawing No(s) Y/2015/0040/F Ref 2930-PL-02B bearing date stamp 14 May 2015 to provide adequate facilities for parking, servicing and circulating within the site. No part of these hard surfaced areas shall be used for any purpose at any time other than for the parking and movement of vehicles.

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

4.1.6 S/2014/0886 – Major Application - 3 No extensions to provide fitness suite, art and home economics departments and technology systems room at Wallace High School, Lisburn.

(Presented by the Senior Planning Officer (RT))

The Senior Planning Officer advised that the application was for 3 extensions to provide a fitness suite, art and home economics accommodation and technology systems room at Wallace High School. She advised that one letter of representation had been received but it had been in respect of neighbour notification and had not been an objection to the proposal.

The recommendation from the Senior Planning Officer was that planning permission be granted, subject to a condition.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to grant the application subject to the following condition for the reasons stated:

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

**Reason:** Time Limit

4.1.7 S/2014/0881/F – Local Application (exceptions apply) - Community Centre including meeting rooms, multi-functional recreational room, consulting room and ancillary accommodation at site opposite 50 – 58 Rathvarna Drive, Ballymacoss, Lisburn

(Presented by the Senior Planning Officer (RT))

The Senior Planning Officer advised that the proposal was for a single storey, flat roofed building built with brown brick to match nearby houses. Parking would be on street. She advised that no objections to the proposal had been received.

Councillor Catney welcomed the proposal on the basis that it would provide a very welcome community resource for the residents of the area.

The recommendation from the Senior Planning Officer was that planning permission be granted, subject to conditions.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to grant the application subject to the following conditions for the reasons stated:

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

**Reason:** Time Limit

- All hard and soft landscape works shall be carried out in accordance with the approved details and the appropriate British Standard or other recognised Codes of Practice. The works shall be carried out prior to the operation of any part of the development.

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

- The existing natural screenings of this site, as indicated in on the approved plan 02A date stamped 03 March 2015, shall be retained except where indicated to be removed or unless necessary to prevent danger to the public.

**Reason:** To ensure the maintenance of screening to the site

4.1.8 S/2014/0587/F – Local Planning Application ('Called-In' in accordance with Paragraph 21 of the Protocol for the Operation of the Planning Committee) - Change of use of existing farm building to office and maintenance workshop and farm yard to parking area for home heating oil delivery vehicles at 77 Ballinderry Road, Upper Ballinderry, Lisburn.

(Presented by the Senior Planning Officer (RT))

Having declared an interest in this application, Councillor John Palmer left the meeting at 7.20 pm.

The Senior Planning Officer outlined the details of the application for change of use of existing farm building to office and maintenance workshop and farmyard to parking area for home heating oil delivery vehicles. She indicated that no letters of objection had been received.

The recommendation from the Senior Planning Officer was that planning permission be refused.

In response to queries by the Right Worshipful the Mayor, Councillor RT

Beckett, the Senior Planning Officer clarified that enforcement investigations were taking place in respect of unauthorised signage at the entrance to the site and the use of the site for an unauthorised business. She also advised that the Council had written to the agent on more than one occasion requesting further information and had received no response.

In response to a query by Councillor L Poots, the Senior Planning Officer advised that there was no evidence available to indicate that the site was an active farm.

The Committee, having considered the information provided within the report of the Senior Planning Officer, unanimously agreed to refuse the application for the following reasons:

- The proposal is contrary to Policy CTY1 of Planning Policy Statement 21, Sustainable Development in the Countryside in that there are no overriding reasons why this development is essential in this rural location and could not be located within a settlement.
- The proposal is contrary to the Department's Planning Policy Statement 4, Planning and Economic Development and Policy PED 6 Small Rural Projects in that the development would, if permitted has not demonstrated that:
  - there is no suitable site within the settlement;
  - the proposal would benefit the local economy or contribute to community regeneration; andthe development is clearly associated with the settlement, but will not dominate it, adversely affect landscape setting or otherwise contribute to urban sprawl and is therefore not a compatible economic use in the countryside.
- The proposed development is unacceptable as the application does not cover all the works proposed/carried out, therefore insufficient information has been submitted to enable the Council to make an informed decision on the proposal

Councillor John Palmer returned to the meeting at 7.35 pm

#### 4.2 Development Plan – Programme of Preparatory Work Local Development Plan

Members considered a detailed report from the Planning Manager together with a programme in respect of Preparatory Local Development Plan work.

It was proposed by Councillor P Catney, seconded by Councillor R Butler and agreed to approve the Programme of Preparatory Work for the Local Development Plan.

It was proposed by Councillor M Tolerton, seconded by Councillor R Butler and agreed to approve the organisation of workshops for all Councillors to be held during the period from September to December 2015.

In response to a query by Councillor Mackin, the Director of Development and Planning clarified that an external service provider to carry out the Sustainability Appraisal could be from either the private or the public sector. He referred to the potential enhancement of the shared service team located in Mid-East Antrim Council and suggested that this might be a cost effective option for the Council to consider.

It was proposed by Councillor U Mackin, seconded by Councillor P Catney and agreed to approve the engagement of an external service provider to carry out the Sustainability Appraisal as required prior to the preparation of the Local Development Plan.

#### 4.3 August Planning Committee Meeting

Members were advised that, in accordance with the provision within Standing Orders to vary the time and date of meeting, it was proposed, that, unless urgent business arose, the scheduled August meeting of the Planning Committee should not proceed. It was noted that the Chairman had indicated his agreement to this arrangement.

In response to Members' queries, the Director of Development and Planning explained the operational reasons for proposing not to hold a meeting of the Committee in August. He also confirmed that, if urgent business did arise, an emergency meeting of the Committee could be convened in August.

It was proposed by Councillor R Butler, seconded by Councillor P Catney and agreed not to proceed with the meeting of the Planning Committee in August.

#### 4.4 Northern Ireland Planning Conference – Making Planning Work for People

Members considered the above conference which was taking place on 29 September 2015 at the Grand Opera House, Belfast. It was noted that Issues to be examined included:

- Vision for the future of planning;
- Enhanced responsibilities of local councillors/Council planning committees;
- Planning in practice at a local government level;
- The Councillor's role in planning;
- The Strategic Planning Policy Statement;
- Simplified Planning Zones;
- Development plans;
- Community and stakeholder engagement in planning;
- Improving the performance of statutory consultees in the planning process.

It was noted that the conference fee per delegate including travel allowance was £164.30

It was proposed by Councillor P Catney, seconded by Councillor R Butler and agreed that the Chairman and Vice Chairman, or their nominees, be nominated to attend this conference.

#### 4.5 Policy Forum for Northern Ireland Key Note Seminar - Planning Reform in

### Northern Ireland: Progress Priorities and Next Steps

Members considered details of the above conference which was taking place on 1 December 2015 in Belfast. It was noted that delegates would be provided with an opportunity to share thinking on lessons that could be learnt following the transfer of powers, early indication of the effectiveness of the new planning system and key priorities moving forward. Further areas for discussion included:

- Developing a fair and efficient planning system;
- Funding
- Transfer of further powers
- Balancing priorities
- Growth and Investment
- Promoting urban regeneration

It was noted that the conference fee per delegate including travel allowance was £210

It was proposed by Councillor P Catney, seconded by Councillor R Butler, and agreed that that Councillors P Catney, U Mackin and M Tolerton be nominated to attend this conference.

#### 4.6 Review of Scheme of Delegation

Members were reminded that the current Scheme of Delegation had initially been approved for a period of four months and was now due for review. In order to inform any potential amendments to the scheme, Members were asked to provide feedback to officers on the current Scheme by 31 July 2015.

It was proposed by Councillor R Butler, seconded by Councillor M Tolerton and agreed that Members note the review of the Scheme of Delegation and be asked to provide feedback to officers.

#### 4.7 Review of Protocol for the Operation of the Planning Committee

Members were reminded that the Protocol for the Operation of the Planning Committee was now due for review. In order to inform any potential amendments to the Protocol for the Operation of the Planning Committee, Members were asked to provide feedback to officers by 31 July 2015.

It was proposed by Councillor R Butler, seconded by Councillor U Mackin, and agreed that Members note the review of the Protocol for the Operation of the Planning Committee and be asked to provide feedback to officers.

#### 4.8 NIEA Listing Process

The Area Planning Manager referred to queries raised at the Committee's meeting on 1 June 2015. Members considered a paper outlining the NIEA listing process and confirming that the Department would consult with the Historic Buildings Council and the appropriate Council. The document also indicated that the owner would be informed of the Department's intention at the same time. It was agreed to note the contents of the paper.

#### 4.9 Planning Portal Training

The Areas Planning Manager reported that plans to deliver Planning Portal training to Council Members in mid-June had been postponed pending the release of a new version of the Portal for mobile devices i.e. iPads - possibly in mid-July.

In view of the above, and after consultation with the Chairman and Vice-Chairman, it had been considered that it would be prudent to wait until the new software was released before delivering Planning Portal training to Members of the Council. It was agreed to note the position in respect of Planning Portal training.

#### 4.10 Development Management

##### 4.10.1 Quarter 1 End Statistics

The Committee noted a paper outlining Quarter 1 End Statistics

##### 4.10.2 Appeals Received and Decided

The Committee noted a paper detailing appeals received and decided since 1 April 2015.

##### 4.10.3 Decisions Issued - June

The Committee noted a paper detailing decisions issued in the period 1 – 30 June 2015.

Councillor Mackin welcomed the provision of this information and suggested that it would be useful to introduce a final column outlining the number of days it took to make planning decisions. The Area Planning Manager indicated that she would check on this and report back.

#### 4.11 Enforcement

##### 4.11.1 Quarter 1 End Statistics

The Committee noted a paper outlining enforcement statistics for the period from the 1<sup>st</sup> quarter of April 2015 to June 2015.

In response to a query by The Right Worshipful the Mayor, Councillor RT Beckett, in respect of enforcement action relating to a housing development in Hillsborough, the Director of Development and Planning reported that a letter was being drafted to one of the residents to update them on the current position and that a similar letter would be issued to other residents involved in the matter.

### 5. Confidential Business

#### In Committee

It was proposed by Councillor P Catney, seconded by the Right Worshipful the Mayor,



Councillor RT Beckett and agreed that the following items be considered "In Committee"

5.1 Enforcement

5.1.1 Cases with Court Proceedings for July 2015

It was agreed to note a paper detailing Enforcement Cases with Court Proceedings for July 2015.

5.1.2 Unauthorised Sand Extraction Lough Neagh – Issue of Enforcement Notice by the Department

Members considered a letter from the Department of Environment in respect of unauthorised sand extraction at Lough Neagh which stated that the Department was using its reserve enforcement powers under Section 139 of the Planning (Northern Ireland) Act 2011 to deal with this issue. It was agreed to note the content of the letter.

Out of Committee

It was proposed by Councillor John Palmer, seconded by Councillor R Butler and agreed to come "Out of Committee" and normal business was resumed.

6. Any Other Business

There being no further business, the meeting concluded at 8.06 pm.

---

CHAIRMAN / MAYOR