

**LISBURN & CASTLEREAGH CITY COUNCIL**

**Minutes of the Meeting of the Development Committee held in the Island Civic Centre, The Island, Lisburn, on 7 December 2016 at 7.00 pm**

PRESENT	Councillor Uel Mackin (Chairman)
	Aldermen: D Drysdale, WJ Dillon MBE, AG Ewart and S Martin
	Councillors: S Carson, P Catney, A Ewing, J Gallen, O Gawith, A Givan, T Mitchell and S Scott
IN ATTENDANCE	Alderman J Tinsley
	Lead Head of Planning and Building Control
	Lead Head of Development
	Head of Building Control
	Tourism Development Officer
	Member Services Officer

**Commencement of Meeting**

The Chairman, Councillor U Mackin, welcomed everyone to the December Meeting of the Development Committee and thanked Members for their attendance.

The Chairman stated that any Member needing to leave the meeting should notify the Members Services Officer in order that their departure could be recorded accurately in the minutes.

1. **Apologies**

It was agreed to accept apologies for non-attendance from the Right Worshipful the Mayor, Councillor B Bloomfield MBE, Councillor A Grehan, Councillor H Legge and the Chief Executive.

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 to complete Declaration of Interest forms in this regard, which had been provided at the meeting. There were no Declarations of Interest.

3. **Minutes**

It was proposed by Alderman WJ Dillon, seconded by Councillor O Gawith, and agreed that the minutes of the Development Committee meeting held on 2 November 2016, as adopted at the Council meeting on 22 November 2016, be confirmed and signed.

(Councillor A Givan arrived at 7.10 pm and Alderman J Tinsley arrived at 7.12 pm)

4. Deputation – Royal Scottish Pipe Band Association (NI Branch) (RSPBA(NI))

The Committee was furnished with copy of RSPBA(NI) audited accounts. The Lead Head of Development outlined for Members the background to the band event organised by RSPBA(NI) in Moira and both he and the Tourism Development Officer responded to Members' queries.

The Lead Head of Development advised that Council has submitted a reduced sponsorship bid for the 2017 event of £12,000 plus £3,000 for technical support but had not yet been advised of the outcome of that bid.

(Councillor T Mitchell arrived at 7.16 pm; Councillor S Scott left the meeting briefly at 7.17pm and returned at 7.18 pm)

The Chairman welcomed Mr George Ussher, President of RSPBA(NI) and Mr Ian Burrows, Project Manager.

Mr Ussher outlined the work of the RSPBA(NI) including its educational programme whereby young people were able to obtain accredited qualifications certified by the Piping and Drumming Qualifications Board. He detailed the various competitions in which RSPBA(NI) participated including the World Pipe Band Championships each August in Glasgow and the All-Ireland Championships organised jointly by RSPBA(NI) and its counterpart in the South.

Mr Burrows outlined the annual band competitions and events organised by RSPBA(NI). Each year there were 4 main competitions with an additional 1 every alternate year and the Association's 4 regional sections organised their own smaller competitions.

Mr Ussher explained the bidding process whereby RSPBA(NI) invited Councils that had expressed an interest to make an offer in relation to an event. He explained that the competition in Moira took place immediately before the World Championships in Glasgow and mirrored that event with the same number of judges. He outlined the expenses involved in the event to include provision of grandstands, judges' travel and accommodation costs, etc.

Following their presentation, the representatives of RSPBA(NI) responded to questions from the Committee.

(Alderman J Tinsley left the meeting at 7.55 pm)

The Chair thanked the representatives of RSPBA(NI) for their presentation.

(Mr Burrows and Mr Ussher left the meeting at 8.00 pm. The Tourism Development Officer also left the meeting at 8.00 pm)

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

5.1 Report by Lead Head of Planning and 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.

Items for Decision

5.1.1.1 Street Naming off Crumlin Road, Lower Ballinderry

It was noted that Kiltonga Property Ltd had proposed the street name for a development of 19 dwellings off the existing Crumlin Road, Lower Ballinderry.

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

It was proposed by Councillor T Mitchell, seconded by Councillor J Gallen, and agreed to recommend that the name 'Old School House Mews' which met the requirements of the Council's Street Naming Policy in that the development was to be constructed on the site of a former school house, be allocated to the proposed development of 19 dwellings off Crumlin Road, Lower Ballinderry, there being no objections to this proposal having been received from consultees.

5.1.1.2 Street Naming off Ballymaconaghy Road, Castlereagh

It was noted that Deramore Development Ltd had proposed the street name for a development of 6 dwellings off the existing Ballymaconaghy Road, Castlereagh.

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

It was proposed by Councillor AP Ewing, seconded by Alderman D Drysdale, and agreed to recommend that the name 'Rockview Grange' which met the requirements of the Council's Street Naming Policy in that 'Rockview' had a historical link to the site, be allocated to the proposed development of 6 dwellings off Ballymaconaghy Road, Castlereagh, there being no objections to this proposal having been received from consultees.

Items for Noting

#### 5.1.1.3 Commercial Vacancy Inspections in Partnership with Land and Property Services (LPS)

Members were reminded that the Council had a partnership arrangement with Land and Property Services (LPS) to carry out periodic vacant commercial property inspections in an attempt to aid rates equity across the Council area. Inspections were carried out by the Council's Building Control Surveyors in the course of their Building Regulation onsite inspection regime, when in the same locality, so as to restrict any collection costs to Council.

The Committee had been furnished with and noted copy of the LPS summary sheets on 2 inspections tranches carried out in the current financial year together with a table detailing inspections carried out since August 2015 and the potential additional income to the Council as a result of the inspection findings, and subsequent rates bills issued.

#### 5.1.1.4 Building Control Applications – Full Plan Application 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 August, September and October 2016.

Month	Full Plan Approvals	Regularisation Certificates
August 2016	122	53
September 2016	139	51
October 2016	133	56

#### 5.1.1.5 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 August to October 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.

Month	Completion Notice Ready
August 2016	86
September 2016	102
October 2016	81

#### 5.1.1.6 Department for Communities (DfC) – 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 August to October 2016:

5.1.1.6 Department for Communities (DfC) – Affordable Warmth Project (Contd)

Month	Home Visits Carried Out	Completed and Eligible Referrals to NIHE (after financial checks)	'Make the Call'
August 2016	277	45	34
September 2016	222	50	14
October 2016	224	46	23

(The Head of Building Control left the meeting at 8.05 pm)

5.1.2 Scheme of Delegation and Protocol for Planning Committee

The Committee had been furnished with copies of the Scheme of Delegation and Protocol for the Planning Committee. They were advised that the review had taken on board comments from officers and Members and had been reviewed by the Council's legal advisers.

The Chairman brought the Committee's attention to Part B of the Scheme outlining Delegated Applications and, in particular, to the final bullet point "any application where objections have been lodged by third parties". Members expressed concern about the impact of this clause in view of the high number of applications received that did have objections lodged by third parties.

It was proposed by Alderman D Drysdale, seconded by Councillor S Carson, and agreed to recommend that, subject to the removal of the bullet point "any application where objections have been lodged by third parties" from the list of Delegated Applications in Part B, the Council agree the Scheme of Delegation and Protocol for the Planning Committee.

5.1.3 Correspondence from Planning Appeals Commission – Lough Neagh

The Committee had been furnished with copy letter from the Planning Appeals Commission regarding an enforcement issue in relation to alleged unauthorised working of minerals on land at Lough Neagh. They noted that, due to its length and complexity, an Environment Statement, received in connection with this issue, had been uploaded to the Development folder in Sharepoint.

It was proposed by Alderman WJ Dillon, seconded by Alderman D Drysdale and agreed to recommend that Council respond to the Planning Appeals Commission advising that it had read and noted the correspondence together with the Environmental Statement and thanking the Commission for consulting with interested parties in this regard.

#### 5.1.4 Department for Infrastructure

##### 5.1.4.1 Proposed Abandonment at Hillsborough Road, Carryduff

The Committee had been furnished with a copy of a letter and plan received from Transport NI with regard to a proposed abandonment at Hillsborough Road, Carryduff.

It was proposed by Alderman AG Ewart, seconded by Councillor O Gawith, and agreed to recommend that the proposed abandonment at Hillsborough Road, Carryduff, be approved, there being no objections from Members present.

##### 5.1.4.2 Provision of an Accessible/Blue Badge Parking Bay at 27 Cherryhill Park, Dundonald

The Committee had been furnished with a copy letter and plan received from Transport NI with regard to the provision of an accessible/disabled parking bay at 27 Cherryhill Park, Dundonald.

It was proposed by Alderman D Drysdale, seconded by Councillor AP Ewing, and agreed to recommend that the provision of an accessible/disabled parking bay at 27 Cherryhill Park, Dundonald, be approved, there being no objections from Members present.

#### Items for Noting

##### 5.1.5 Correspondence from Department of Agriculture, Environment and Rural Affairs (DAERA) – Belshaw Quarry

The Committee had been furnished with and noted confirmation received from NIEA regarding designation of Belshaw's Quarry area as an ASSI together with copy Schedule associated with previous consultation/citation documents.

##### 5.1.6 Department for Communities and Local Government – Housing Announcements

The Committee had been furnished with and noted copy of the Autumn Statement from the Minister of State for Housing and Planning and Minister for London providing details of the housing announcements including a package to invest in the construction of new homes.

##### 5.1.7 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 October 2016.

#### “In Committee”

It was agreed that Item 6.1 of the Confidential Report be considered at this point in the meeting. It was proposed by Councillor AP Ewing, seconded by Alderman AG Ewart and agreed that the following items be considered “In Committee”.

#### 5.1.8 Rolling Year Absence Figures for Building Control and Director's Administration Team for the Period 1 April 2015 to 30 September 2016

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 September 2016.

At the request of the Chairman, it was agreed to send the Committee's good wishes to a member of staff undergoing a particularly difficult time.

#### 5.1.9 Section 76 Planning Agreements

The Lead Head of Planning and Building Control advised the Committee that a report would be brought to the next meeting of the Corporate Services Committee regarding administrative arrangements in respect of Section 76 Planning Agreements.

(Alderman D Drysdale left the meeting at 8.16 pm)

It was proposed by Alderman AG Ewart, seconded by Councillor S Carson, and agreed to come out of Committee and normal business was resumed.

#### Resumption of Normal Business

### 5.2 Report by Lead Head of Development

#### Items for Decision

##### 5.2.1 Royal Scottish Pipe Band Association - Discussion

Members noted that this item had been dealt with earlier in the meeting at Item 4 above.

##### 5.2.2 West Lisburn Development Framework - Review

The Committee was reminded that the West Lisburn Development Framework (WLDF) provided a spatial account of the Council's economic vision for the West Lisburn area together with the strategic context for the provision of the proposed Knockmore/M1 Link Road.

(Alderman D Drysdale returned at 8.18 pm)

The Lead Head of Development suggested that the Council undertake a review and updating of the West Lisburn Development Framework to ensure that it was as up to date as possible to accurately reflect the Council's ambitions for the area and also to inform and align with the Local Development Plan (LDP), the development process of which had recently commenced.

(Councillor S Scott left the meeting at 8.21 pm)

### 5.2.2 West Lisburn Development Framework – Review (Contd)

The review work, at an estimated cost of £9,000, would include the following:

- Review and update, where required, of baseline information;
- Review of Local Development Plan Position Papers;
- Consultation with a selected group of stakeholders; and
- Review and update socio economic appraisal.

The Lead Head of Development responded to Members' comments and queries regarding progress achieved to date and ongoing discussions with central government.

It was proposed by Councillor O Gawith, seconded by Alderman WJ Dillon and agreed to proceed with the work as outlined in the report of the Lead Head of Development.

(Councillor S Scott returned at 8.25 pm and the Lead Head of Planning and Building Control left at 8.25 pm)

### 5.2.3 Hillsborough Visitor Information Centre (VIC) – Memorandum of Understanding (MOU)

Members were reminded that the Council had an ongoing Service Level Agreement with the Historic Environmental Department in relation to the VIC within the Hillsborough Courthouse. It was proposed that a new MOU for the Council would take effect when Historic Royal Palaces took over the Courthouse (from circa January 2017). At its meeting in October the Committee had considered the matter of additional Sunday opening of the VIC in the context of a draft MOU provided by Historic Royal Palaces.

Following a meeting with representatives of Historic Royal Palace, officers had sought a formal valuation of the VIC "footprint" from Land and Property Services but, as this had not yet been received, officers could not make a definitive recommendation in respect of the draft Memorandum of Understanding.

It was anticipated that this matter would be brought back to Committee in the New Year with Historic Royal Palaces proposing that the MOU did not take effect until 1 April 2017.

It was proposed by Alderman AG Ewart, seconded by Councillor AP Ewing and agreed to recommend that Council extend the agreement to open the VIC on Sundays with staff working on a voluntary basis until such times as the MOU could be finalised.

### 5.2.4 Hillsborough Oyster Festival

The Committee was reminded that the Oyster Festival Committee had been invited to present to the Committee its plans for the 2017 Hillsborough Oyster Festival including plans for its 25<sup>th</sup> anniversary celebrations. The Festival Committee had requested that it make its presentation in February 2017.



#### 5.2.4 Hillsborough Oyster Festival (Contd)

It was proposed by Councillor T Mitchell, seconded by Councillor O Gawith, and agreed to recommend that the Committee receive the presentation by the Oyster Festival Committee in February 2017 and that the indicative funding allocation for the event as part of the contingency amount in the Council's 2017/18 City Promotion Estimates be maintained.

#### 5.2.5 Holiday World Dublin – 27 – 29 January 2017

The Committee was advised that the Belfast Regional Tourism Partnership would exhibit at Holiday World Dublin from 27-29 January 2017. In previous years the Development Committee had been represented at the opening trade night to view the efforts of the Belfast Regional Tourism Partnership in promoting the region in the context of competition from worldwide destinations. The cost of a Member's attendance at Holiday World Dublin was £360.43.

It was proposed by Alderman WJ Dillon, seconded by Councillor J Gallen, and agreed to recommend that the Chairman and/or Vice Chairman and an Officer be nominated to attend Holiday World Dublin on Friday, 27 January 2017.

#### 5.2.6 Inward Investment Programme 2016-2017 – MIPIM Update

The Committee was reminded that a Council delegation led by the Chairman had recently exhibited at the UK's largest property exhibition, MIPIM UK.

The Committee was furnished with and noted content of a review of the event and was advised that the Council would benefit from a preferential rate if it reserved its stand at the MIPIM exhibition on 18-20 October 2017 before the end of January 2017.

The Committee was also reminded that the former Lisburn City Council had participated in the European MIPIM exhibition which took place in Cannes each March, as part of a wider cooperative stand with Belfast City Council and the then Derry City Council. It was suggested that there might be merit in taking a regional local government approach to representing NI at this event in future years.

It was proposed by Alderman WJ Dillon, seconded by Councillor J Gallen, and agreed to recommend that the Council

- book an exhibition stand for MIPIM UK 2017 at a maximum cost of £9,954.00
- write to Invest Northern Ireland to propose a regional local government approach to NI representation at the annual European MIPIM exhibition in Cannes.

#### 5.2.7 Lisburn Chamber of Commerce Annual Christmas Lunch & Toy Appeal – 8 December 2016

The Committee was advised that Lisburn Chamber of Commerce was hosting its annual Toy Appeal and Christmas Lunch in Lisburn Golf Club on Thursday, 8 December 2016 from 12.30 pm to 3.00 pm.

In order to facilitate networking with local companies and to raise awareness of Council funded business support initiatives with Chamber Members, it was proposed by Alderman AG Ewart, seconded by Alderman WJ Dillon, and agreed that the Chairman of the Development Committee host two tables at a total cost of £400 and that, as the event was taking place before ratification of the Committee minute, Council be asked to retrospectively approve the decision.

#### 5.2.8 Strategic Links to Lisburn City Centre

The Committee was reminded that it had been granted delegated authority to consider proposals for enhancing the connectivity between Sprucefield and Lisburn City Centre to create stronger links between the retail trading areas and to meet future development needs. The Lead Head of Development advised that work could commence using the current Christmas period as the initial research base for a proposed options report that would be presented to a future meeting of the Committee.

It was proposed by Alderman WJ Dillon, seconded by Alderman AG Ewart and agreed that Officers develop a full options report to investigate initiatives that would improve the connectivity between Sprucefield and Lisburn City Centre.

#### Items for Noting

#### 5.2.9 Public Space CCTV Funding Update

The Committee was reminded that the Council had agreed in September 2015 that the management of the CCTV Scheme within the Council would transfer from the Development Committee to Corporate Services Committee.

The Committee noted that the transfer had been delayed due to the ongoing work required to complete the Public Space CCTV Integration Project and it was now proposed that the project would transfer to the Central Support Services on 1 April 2017.

#### 5.2.10 Update on Progress of Regeneration Bill - Statement from Minister for Communities, November 2016

The Committee was furnished with and noted the content of a statement made by the Minister for Communities on 22 November 2016 that included an update on the progress of the Regeneration Bill.

(Alderman S Martin arrived at 8.44 pm and Alderman D Drysdale left at 8.45 pm)

### 5.2.11 INTERREG North West Europe GENCOMM Project

The Lead Head of Development advised that the Council had been invited to participate as an associate partner in the INTERREG NWE GENCOMM project, which was led by Belfast Metropolitan College, with input and support from partners in Ireland, Belgium, France and the UK. There were also three other local authorities from Northern Ireland who were associate partners: Belfast City Council, Newry Mourne & Down District Council and Mid & East Antrim Borough Council.

The Committee was furnished with a brief overview of the project which would design a new model for generating, storing and exploiting generated electricity from renewable sources in remote communities, as well as linking the use of renewable energy production in a variety of existing hydrogen usages in different markets. Members noted that there was no financial commitment required from the Council to be part of the project.

The Lead Head of Development reported that the Stage II project application would be submitted in December 2016, with an expected response in March 2017 and the project would run for three years once final approvals were in place.

It was proposed by Councillor O Gawith, seconded by Alderman AG Ewart, and agreed to recommend that the Council participate as an associate partner in the INTERREG NEW GENCOMM project as outlined in the report by the Lead Head of Development.

### 5.2.12 Northern Ireland Business Start-Up Programme Update

The Committee was furnished with and noted the content of a brief update report on NIBSUP which the Council was leading.

### 5.2.13 Translink - Festive Travel Campaign for Lisburn and Castlereagh

The Committee was furnished with and noted copy correspondence from Translink inviting the Council to join with Translink to launch a "Festive Travel Campaign" to highlight the best ways to travel to the various events and attractions on offer in Lisburn and Castlereagh over the Christmas period.

### 5.2.14 Prohibition or Restriction of Use of Public Roads: Special Events – Commencement Date 1 January 2017

The Committee was furnished with and noted correspondence from the Department for Infrastructure in relation to new legislation relating to the prohibition or restriction of use of public roads during special events whereby the Council would assume responsibility for dealing with requests for special events on all public roads in the Council area apart from special roads for which the Department assumed responsibility.

It was noted that this issue would be led by the Environmental Services Committee and was presented to the Development Committee for noting. The Committee was furnished with and noted the content of reports to the Environmental Services Committee on this matter.

#### 5.2.15 Hillsborough Steering Group Committee

The Committee were furnished with and noted the content of the minutes of the most recent Hillsborough Steering Group Committee meeting on 29 September 2016.

#### 5.2.16 Budget Report - Development

The Committee was furnished with and noted the contents of a copy of the summary Budget Report for Economic Development for the year to 31 March 2017 as at 31 October 2016.

#### Additional Report by the Lead Head of Development

#### 5.2.17 Regeneration Bill – Department for Communities

The Committee was furnished with and noted the content of a letter dated 22 November 2016 from the Regional Development Office, Department for Communities, concerning the Minister for Communities' decision not to progress the Regeneration Bill through The Assembly.

#### 5.2.18 Department of Finance – Major Capital Projects

The Committee was furnished with copies and noted content of the following correspondence:

- letter dated 22 November 2016 from the Minister of Finance to the Council which was a response to
- letter dated 14 October 2016 from the Council, providing details of some of the Council's flagship Capital Projects scheduled for delivery over the next number of years.

Members noted that the Minister of Finance alluded in his letter to his hope to deliver a "stimulus fund" which might be of benefit to the Council going forward and they welcomed the positive response from the Minister of Finance. The Lead Head of Development advised that further reports would be provided to the appropriate Committees in this regard as more information became available.

(Councillor S Scott left the meeting briefly at 8.50 pm and returned at 8.51 pm; Councillor P Catney arrived at 8.51 pm)

#### 6. Confidential Reports by the Lead Head of Planning and Building Control and 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 below:

- 6.1.1 Rolling Year Absence Figures for Building Control and Director's Administration Team for the Period 1 April 2015 to 30 September 2016 - confidential due to information which is likely to reveal the identity of an individual.

6. Confidential Reports by the Lead Head of Planning and Building Control and the Lead Head of Development (Contd)

6.2.1 Lisburn Linkages Public Realm Scheme - confidential due to information relating to the financial or business affairs of any particular person (Including the Council holding that information).

6.2.2 Rolling Year Absence Figures for The Directors' Administration Team and Economic Development for the Period 1 April 2015 to 30 September 2016 - confidential due to information which is likely to reveal the identity of an individual.

"In Committee"

It was proposed by Councillor S Scott, seconded by Councillor J Gallen, and agreed that the Confidential Business, be considered "In Committee" in the absence of press or members of the public.

6.1 Confidential Report by the Lead Head of Planning and Building Control

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

6.1.1 Rolling Year Absence Figures for Building Control and Director's Administration Team for the Period 1 April 2015 to 30 September 2016

It was noted that this item had been dealt with earlier in the meeting at Item 5.1.8 above.

6.2 Confidential Report by the Lead Head of Development

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

6.2.1 Lisburn Linkages Public Realm Scheme

The Committee was reminded that the updated Lisburn Linkages Public Realm Scheme financial appraisal had been agreed by Council in September 2016. The Lead Head of Development advised that the procurement of an Integrated Consultancy Team for the Scheme was managed through the CPD Framework as a condition of the funding from the Department for Communities.

The Committee was furnished with the CPD Post Tender Report and noted the appointment of the contract for the Integrated Consultancy Team for Lisburn Linkages Public Realm Scheme as outlined in the report.

6.2.2 Rolling Year Absence Figures for the Director's Administration Team and Economic Development for the Period 1 April 2015 to 30 September 2016

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

Resumption of Normal Business

7. Any Other Business

There was no other business.

There being no further business, the meeting terminated at 9.07 pm.

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Chairman