TO: The Right Worshipful the Mayor, Aldermen & Councillors of Lisburn & Castlereagh City Council

The monthly meeting of Lisburn & Castlereagh City Council will be held in the Council Chamber, Island Civic Centre, The Island, Lisburn, BT27 4RL, on Tuesday, 25 October, 2016 at 7.00 pm for the transaction of the business on the undernoted Agenda.

You are requested to attend.

Food will be available in Lighters Restaurant from 5.30 pm.

DR THERESA DONALDSON
Chief Executive
Lisburn & Castlereagh City Council
AGENDA

1 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

2 APOLOGIES

3 DECLARATION OF MEMBERS’ INTERESTS;
   (i) Conflict of interest on any matter before the meeting (Members to confirm the specific item)
   (ii) Pecuniary and non-pecuniary interest (Member to complete the Disclosure of Interest form)

4 COUNCIL MINUTES - Meeting of Council held on 27 September 2016

5 MATTERS ARISING

6 DEPUTATIONS
   (None)

7 BUSINESS REQUIRED BY STATUTE
   (i) Signing of Legal Documents


   • Lisburn and Castlereagh City Council and Lyle Bailie International of 31 Bruce Street, Great Victoria Street, Belfast, BT2 7JD – Consultancy Agreement via a Service Contract for delivery of Integrated Marketing Campaign for Lisburn City Centre.

   • Lisburn and Castlereagh City Council and The Resurgam Community Development Trust Limited of 3 Laganview Enterprise Centre, 69 Drumbeg Drive, Lisburn, County Antrim, BT28 1NY – Development and Agreement to Lease and Lease of the land and buildings known as West Lisburn Youth Resource Centre, Drumbeg Drive, Lisburn.
ADOPTION OF MINUTES OF COMMITTEES

Leisure and Community Development Committee 4 October 2016
Environmental Services Committee 5 October 2016
Governance and Audit Committee 11 October 2016
Corporate Services Committee 11 October 2016
Development Committee 12 October 2016
Planning Committee (For Noting) 5 September 2016

REPORT FROM CHIEF EXECUTIVE

Item for Decision

1. Fresh Start Agreement – Changes to Government Consultation System

Items for Noting

2. Transport NI – Progress Report: Questions Asked by Councillors following Presentation
3. December Meeting of Council

REPORTS OF MEMBERS ON BOARDS

REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE
(None)

NOTICE OF MOTION

No. 1 In the name of Alderman W A Leathem on the subject of supporting the ongoing and productive work of Hope 4 ME & Fibro Northern Ireland for the provision of a Specialist Consultant with biomedical knowledge and experience for the 7000 plus ME and 17,000 fibromyalgia sufferers in Northern Ireland (Copy attached)
13 **CONFIDENTIAL BUSINESS**

1. Away Day - Confidential due to information relating to the financial or business affairs of any particular person (including the Council holding that information).

2. Robinson Centre Update Report - Confidential due to information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.

Members are requested to go to the Confidential Folder on SharePoint

14 **ANY OTHER BUSINESS**
Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Councillor R B Bloomfield, welcomed those present, particularly anyone seated in the public gallery, and asked that all mobile phones be switched off or put on silent mode.

Prayers

Councillor S Scott left, and returned to, the meeting during this item of business (7.10 pm and 7.12 pm respectively).

At the invitation of The Right Worshipful the Mayor, Councillor B Bloomfield, Rev Canon K McReynolds, addressed the Council and said a prayer, during which he remembered the following:
Prayers (Contd)

- Ms Marita Jaschob, Member Services Officer, who had passed away suddenly on 1 September 2016;
- Mrs Jude Cumiskey, Community Support Officer, whose mother, Mrs Cathleen McNeill, had recently passed away;
- Mr Bobby Brown, member of Council security staff who had suffered a heart attack at the Council offices at the start of the month;
- the family of Mr Gerard Mulligan who had been tragically murdered a short distance from the Council offices.

Rev Canon McReynolds advised that this was the last Council meeting at which he would be officiating as Mayor’s Chaplain, with Reverend E Coulter now taking over this role. The Right Worshipful the Mayor, Councillor B Bloomfield, thanked Rev Canon McReynolds for his ministry over the last number of months.

The Right Worshipful the Mayor, Councillor B Bloomfield expressed condolences to the Director of Corporate Services, whose mother, Lily, had passed away recently. He also expressed condolences on the death of Mr A Shaw, prominent member of the Lambeg community.

The Right Worshipful the Mayor, Councillor B Bloomfield, referred to the terrorist atrocity that had taken place in Nice in July and the earthquake in Italy in August. On behalf of Elected Members of Council and the citizens of Lisburn and Castlereagh, Councillor Bloomfield had written to the Mayors of both Nice and Amatrice (which had suffered most destruction in the earthquake), as well as the Minister of Health in the Italian Government. Councillor Bloomfield read to Members a letter of response he had received from the Mayor of Nice, Philippe Pradal, thanking the Council for its support. Councillor Bloomfield also advised that a phone call had been received from the Italian Minister of Health’s office thanking the Council for its gesture of sympathy.

1. Business of The Right Worshipful the Mayor

The Right Worshipful the Mayor outlined the key engagements he had attended during the month as follows:

- Three receptions had been held – one for Mrs M Getty, retiring Principal of Fort Hill Integrated College; one for the Wendy Gibson School of Ballet when the grade 8 certificates had been awarded; and one for Jane Middleton, resident of Spain, whose father, Colin Middleton, had been a former Head of Art at Friends’ School, Lisburn;
- Visit to Gladys Holmes, resident of Annahilt Residential Care Home, on the occasion of her 101st birthday;
- Annual Inspection Parade of the Lisburn Sea Cadets;
- Raising of the Red Ensign Flag on Merchant Navy Day at Lagan Valley Island;
- Citizenship Ceremony at which UK citizenship had been granted to 40 people;
1. **Business of The Right Worshipful the Mayor (Contd)**

   - Two welcome events for Syrian refugees. Lisburn & Castlereagh City Council had been invited to take the lead in making the refugees welcome. The events had been extremely well organised and Councillor Bloomfield thanked the Director of Leisure & Community Services and all other staff involved in making the necessary arrangements;
   - Drumbeg Residents Association Community Service at St Patrick’s Church, Drumbeg, and Elmwood Presbyterian Church Community Service;
   - Two installation services for new Ministers – at St Mark’s Church, Lisburn, and the Moravian Church in Lower Ballinderry;
   - Official Opening of Drumbo Presbyterian Church Hall;
   - Senior Prize Day at Friends’ School, Junior Prize Day at Wallace High School and Senior Prize Day at St Patrick’s Academy;
   - Visit to Meadowbridge Primary School at the beginning of its week of special events;
   - The Mayor had made the official welcome at the Amazing the Space event held at the Eikon Centre, which had been attended by 3,500 school children, under the leadership of Co-operation Ireland;
   - The Mayor had started the Fun Run organised by the Resurgam Trust;
   - The Mayor had given out prizes at a MacMillan Coffee event and at the All Ireland Piping and Drumming Solo Championships at Lisnagarvey High School;
   - Ulster in Bloom Awards at the Royal Court Hotel in Portrush, when the Council had been awarded both a first and third prize;
   - Duck derby at Lagan Valley LeisurePlex, funds raised at which had been donated to the Mayor’s Charity;
   - Tea Dance at the public realm;
   - Pearl and Oyster Ball in Hillsborough;
   - President’s Night in Castlereagh Hills Golf Club;
   - Concert in Drumbo Church Hall for the Friends of Cancer Centre; and
   - Inauguration Dinner of the Lord Mayor of Belfast, Councillor Brian Kingston.

2. **Apologies**

   It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen D Drysdale, M Henderson MBE, W A Leathem and G Rice MBE, Councillors V Kamble and A McIntyre and the Director of Leisure & Community Services.

3. **Declarations of Interest**

   There were no declarations of interest.
4. **Council Minutes**

   It was proposed by Alderman J Tinsley, seconded by Councillor O Gawith and agreed that the minutes of the meeting of Council held on 23 August, 2016 be confirmed and signed.

5. **Matters Arising**

   There were no matters arising.

6. **Deputations**

   There were no deputations.

7. **Business Required by Statute**

   (i) **Signing of Legal Documents**

   On a proposal by Councillor M Tolerton, seconded by Councillor T Morrow, it was agreed that the following legal documents be signed at the meeting:

   - Lisburn and Castlereagh City Council and Play and Leisure Services Limited of 31 Carrowdore Road, Greyabbey, County Down, BT22 2LU – Contract for the Barbour Play Area refurbishment;
   - Lisburn and Castlereagh City Council and JPM Contracts Limited of 18 Chapel Road, Dungiven, County Derry, BT47 4RT – Contract for the construction of North Lisburn Community Hall;
   - Lisburn and Castlereagh City Council and McAvoy Construction LLP of Kiln Lane, Lurgan Road, Banbridge, County Down, BT32 4PA – Contract for Hillsborough Village MUGA resurfacing; and
   - Lisburn and Castlereagh City Council and Northern Ireland Electricity Networks Limited of 120 Malone Road, Belfast – Lease for substation site at Duncans Reservoir, Lisburn

8. **Adoption of Minutes of Committees**

   It was agreed that the minutes and recommendations of the undernoted meetings be adopted, subject to any changes recorded below:

   **Leisure and Community Development Committee**  
   6 September, 2016

   Proposed by Councillor T Morrow
   Seconded by Councillor A Givan
The Deputy Mayor, Alderman S Martin, left, and returned to, the meeting during consideration of this item of business (7.35 pm and 7.37 pm respectively). Councillors A Girvin and R Walker left the meeting during consideration of this item of business (7.39 pm and 7.42 pm respectively).

Councillor J Palmer referred to a report considered at the March meeting of the Leisure and Community Development Committee regarding the condition of 47 play areas within the Council area. He stated that, at that time, he had challenged Officers as to why Tonagh Estate had not been included for play area provision. At the meeting, Councillor J Gallen had also raised concerns about the lack of play facilities in certain other areas and had proposed that Officers review the provision of play parks to take into account demographic need. The Chairman at that time had stated that the report related to current play parks and that new play parks were a separate issue. Councillor Palmer had been advised by the Director of Leisure & Community Services that a report would be presented to the September meeting of the Committee; however, the report presented at that meeting was only dealing with play parks specifically in the Carryduff area. Councillor Palmer reminded Members that Tonagh Estate was probably the oldest estate in the Lisburn area and had only one large green area with makeshift goal posts. A petition had been submitted around two years ago by the Tonagh Community Association in relation to the provision of a play area consistent with the needs of the estate. Councillor Palmer proposed that Item 4.13.2 of the Leisure and Community Development Committee minutes be referred back to the Committee and that any proposal going forward should include Tonagh Estate. This was seconded by Councillor P Catney.

In response to Councillor Palmer’s comments, Alderman S P Porter referred Members to Item 4.13.3 in the minutes, where the final paragraph read that “At the request of Alderman S P Porter, it was agreed to recommend that the Head of Service prepare a report for consideration at a future meeting of the Committee in respect of the provision of play parks in areas where there were currently none, eg. Tonagh Estate”. He stated that it was important that a two tier approach be taken in order to strike a balance between investment in the current stock of play areas and the provision of play areas where there were currently none. Whilst Alderman Porter wished Tonagh Estate to be provided with a play area, he stressed that the report on the lack of play areas should address all areas throughout the Lisburn and Castlereagh area and not be specific to Tonagh Estate.

Following lengthy discussion, Councillor J Palmer withdrew his proposal and, as suggested by Councillor A Redpath during discussion, it was agreed that the report in respect of the provision of play parks in areas where there were currently none, as proposed by Alderman S P Porter at the September Committee meeting, be expedited and presented to the Committee as soon as possible.
Environmental Services Committee 7 September, 2016
Proposed by Councillor J Baird
Seconded by Alderman J Tinsley

The Mayor’s Chaplain, Rev Canon K McReynolds, left the meeting at this point (7.43 pm).

Development Committee 7 September, 2016
Proposed by Councillor U Mackin
Seconded by Councillor J Gallen

Corporate Services Committee 13 September, 2016
Proposed by Councillor O Gawith
Seconded by Councillor B Mallon

Page 747, Item 7.2.1 (a)
Ceremonial Insignia –Former Mayors

Following comments by Councillor S Carson regarding the accuracy of the recommendations in relation to the above item, it was agreed that this matter be referred back to the next meeting of the Corporate Services Committee for consideration.

Governance and Audit Committee 21 September, 2016
Proposed by Councillor T Mitchell
Seconded by Councillor B Hanvey

In proposing the above minutes, Councillor T Mitchell pointed out that they were still subject to the ‘Call-In’ process.

For Noting

Planning Committee 1 August, 2016

It was proposed by Councillor A Redpath, seconded by Councillor N Anderson and agreed that the minutes of the Planning Committee meeting of 1 August, 2016 be noted, having been agreed at the subsequent meeting of the Planning Committee on 5 September, 2016.

9. Report from Chief Executive

It was agreed that the report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below.

Items for Decision

9.1 Publication of Boundary Commission for NI Provisional Proposals: 2018

Members were provided with a copy of a letter dated 5 September, 2016 from the Boundary Commission for NI in relation to the above, written representations on which required to be submitted by 28 November, 2016. Information regarding
9.1 Publication of Boundary Commission for NI Provisional Proposals: 2018 (Contd)

this issue was currently on public display in the reception areas of Lagan Valley Island and Bradford Court.

As this was a political issue, the Council would not be issuing a response and, therefore, it was agreed that individual responses be made to the Boundary Commission by each political party in respect of the proposed new parliamentary constituencies for NI.

The Commission had organised four public hearings to give an opportunity for the public to make representations on the provisional proposals. The hearings were as follows:

- 5 October – Tullyglass House Hotel, Ballymena
- 11 October – Silverbirch Hotel, Omagh
- 20 October – Ramada Plaza Hotel, Shaw’s Bridge, Belfast
- 25 October – Seagoe Hotel, Portadown

It was agreed that any Member wishing to attend any of the public hearings advise Member Services accordingly in order that necessary arrangements could be made.

9.2 Department of Justice – Single Jurisdiction in Northern Ireland

Members were provided with:

- copy of a letter dated 22 August, 2016 from the NI Courts and Tribunals Service in regard to the public consultation on “Redrawing the Map: A Consultation on Court Boundaries in Northern Ireland”, which contained proposals to replace the current rigid statutory framework of court boundaries for county courts and magistrates’ courts with a single jurisdiction in Northern Ireland;
- copy of a letter dated 19 September, 2016 from the NI Courts and Tribunals Service providing a brief update on the plans for single jurisdiction; and
- copy of a report on the potential impact of these proposals.

Members were reminded that this consultation document had been noted at a meeting of the Corporate Services Committee held on 13 September, 2016 with the option remaining for political parties to make submissions thereto.

It was agreed that the report on the potential impact of proposals to replace the current statutory framework of court boundaries for county courts and magistrates’ courts with a single jurisdiction in Northern Ireland be approved as the basis for response to the consultation issued by the Department of Justice on this issue.
9.3 Historic Royal Palaces – Heritage Lottery Fund Bid

Further to a request received from Historic Royal Palaces seeking a letter of support from the Council for its second round bid to the Heritage Lottery Fund (HLF), Members were provided with a copy of a draft letter for consideration. The overarching aim of the project by HLF was to conserve the heritage of Hillsborough Castle and, at the same time, open up the House and its beautiful gardens for the enjoyment of not only the citizens of Northern Ireland, but those travelling from across the island of Ireland and beyond.

It was agreed that the draft letter in support of the bid by Historic Royal Palaces to the Heritage Lottery Fund be approved.

9.4 National Association of Councillors (NAC) Annual Meeting and Conference
30 September – 2 October, 2016 – Harrogate

Members were provided with details of the above conference, the estimated cost of a Member’s attendance at was £846.88. No nominations were made for attendance at this conference.

Item for Noting

9.5 PEACE IV

Members were provided with, and noted the contents of, a copy of a letter dated 16 September, 2016 from the Office of the Minister, Department of Finance, in regard to the delivery of the PEACE IV programme.

10. Reports from Members on Boards

There were no reports from Members on Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure

There were no reports on decisions subject to the reconsideration procedure.

12. Notice of Motion

12.1 Supporting the Ongoing and Productive Work of Hope 4 ME & Fibro Northern Ireland for the Provision of a Specialist Consultant with Biomedical Knowledge and Experience for the 7000 plus ME and 17,000 Fibromyalgia Sufferers in Northern Ireland
Alderman W A Leathem

A copy of the following Notice of Motion in the name of Alderman W A Leathem had been circulated to Members with the notice convening the meeting:
12.1 Supporting the Ongoing and Productive Work of Hope 4 ME & Fibro Northern Ireland for the Provision of a Specialist Consultant with Biomedical Knowledge and Experience for the 7000 plus ME and 17,000 Fibromyalgia Sufferers in Northern Ireland (Contd)

Alderman W A Leathem

“Lisburn & Castlereagh City Council calls on the Health Minister to support the ongoing and productive work of Hope 4 ME & Fibro Northern Ireland for the provision of a Specialist Consultant with biomedical knowledge and experience for the 7000 plus ME and 17,000 fibromyalgia sufferers in Northern Ireland”.

In the absence of Alderman W A Leathem, it was proposed by Alderman J Tinsley, seconded by Councillor M Tolerton and agreed that consideration of this Notice of Motion be deferred until the next meeting of Council on 25 October, 2016.

13. Confidential Business

There was no confidential business.

14. Any Other Business

14.1 Junction of McKinstry Road and The Cutts, Derriaghy – Traffic Signal Filter Light Request – Oakwood Integrated Primary School

Councillor M Tolerton reported the positive news that priority for the above work had been raised to the highest level in Eastern Division Roads Service. £3.5m was required to carry out the work and the Rt Hon Sir Jeffrey Donaldson MP would be writing to the Minister of Finance to press him for release of the necessary funds. Councillor Tolerton thanked Elected Members, particularly Councillor J McCarthy, for the support they had given in relation to this matter in getting petitions signed, etc.

14.2 Launch of Lough Neagh Shoreline Management Plan

Councillor J Palmer reported that he had attended the launch of the Lough Neagh Shoreline Management Plan earlier that day at Oxford Island Discovery Centre. He stated that grants would be available to farmers and communities around the Lough to try to make it more sustainable and environmentally friendly over the next number of years.

14.3 PIPS Suicide Fundraising Event at St Patrick’s Pastoral Centre

Councillor P Catney advised that a PIPS Suicide Fundraising Event would be taking place at St Patrick’s Pastoral Centre on Saturday, 1 October from 2.00 pm onwards and encouraged anyone interested in attending to do so.
14.4  Update on Knockmore/M1 Link Road
Councillor P Catney

In light of the announcement earlier in the day by the Minister of Finance regarding Alternative Funding Solutions, Councillor P Catney sought an update in relation to the Knockmore/M1 Link Road. The Chief Executive stated that it was very pleasing that the Minister had chosen this project as an indication of the forward-looking environment that councils had now entered and how Lisburn & Castlereagh City Council featured very well in that environment. It was the only council building a road and the Minister was very enthused by and supportive of that. Discussions were ongoing with the Strategic Investment Board and the Board was working in partnership with Council Officers. Land assembly had already taken place in terms of where the route of the road would go. The Council was taking legal advice on the type of partnership arrangement required to deliver the road because it would involve the public sector (ie. the Council), TransportNI, possibly the Maze/Long Kesh Corporation and also the developer. This was quite a unique, but also potentially risky, partnership. More information on this matter would be provided at the next Away Day on 21 November, 2016 and Members would have the opportunity to fully consider the implications.

14.5  Beechland Community Association Harvest Event
Alderman S P Porter

Alderman S P Porter advised that a Harvest Event would be taking place at 7.00 pm the following evening at the Beechland Community Association Hall.

14.6  County Down Grand Black Chapter Demonstration at Barbour Playing Fields on 27 August, 2016
Councillor S Carson

Councillor S Carson referred to the County Down Grand Black Chapter Demonstration that had taken place at Barbour Playing Fields on 27 August, 2016. Councillor Carson asked that his sincere thanks be passed to the Environmental Services staff who had worked on that day to keep both the playing fields and the parade route tidy. Their presence had been visible and very much appreciated and a number of members of the public had remarked to Councillor Carson on their efficiency and politeness. The Right Worshipful the Mayor, Councillor B Bloomfield, concurred with Councillor Carson’s comments. Councillor Mackin advised that he had also had positive feedback from city centre traders who had reported increased footfall in the city centre during the parade. Councillor Mackin concurred with Councillor Carson’s comments about Council staff and asked that thanks be conveyed to staff from both the Environmental Services and Leisure & Community Services Departments.

14.7  30th Anniversary of Dundonald International Ice Bowl
Councillor T Morrow

Councillor T Morrow advised that this week was the 30th anniversary of Dundonald International Ice Bowl. He had been delighted to attend a launch of the celebration events and he thanked all Officers involved in the organisation of this.
There being no further business, the meeting was terminated at 8.03 pm.

______________________________
Mayor
Minutes of the Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 5 October, 2016 at 5.30 pm

PRESENT: Councillor T Morrow (Chairman)

Councillor A Givan (Vice-Chairman)

The Right Worshipful the Mayor
Councillor R B Bloomfield MBE

Deputy Mayor
Alderman S Martin

Aldermen S P Porter, W Leathem and J Tinsley

Councillors N Anderson, R T Beckett, J Gray MBE, H Legge, A McIntyre, S Scott

OTHER MEMBERS Councillor A Grehan

IN ATTENDANCE: Director of Leisure & Community Services
Head of Service (Parks & Amenities)
Head of Service (Sports Services)
Member Services Officer

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor T Morrow welcomed those present.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen M Henderson and Councillors N Trimble and R Walker.

2. Declarations of Interest

The following declarations of interest were made:

- In light of the fact that part of the land for the proposed wider remaining development was leased by him from the Council, the Chairman, Councillor T Morrow, declared an interest in item 4.10.5 “Billy Neill Soccer Centre of Excellence”; and as a member of LAG, Item 4.5 – Hillsborough Village Centre.
- Alderman S P Porter, as a member of the Social Investment Fund declared an interest in West Lisburn Youth Resource Centre: Item 4.10.7
During the meeting, Councillor J Gray declared an interest in Item 4.11.2 Lagan Valley LeisurePlex – Legends of Sport, due to her membership of the Legends of Sport Gallery.

3. Minutes

It was proposed by Alderman S P Porter, seconded by Councillor N Anderson, and agreed that the minutes of the meeting held on 6 September, 2016, as adopted by Council at its meeting held on 27 September, 2016, be confirmed and signed.

3.1 Matters Arising – Update of Swimming Provision

The Head of Service, Sports Services updated Members on the disability friendly sessions proposed to take place at Lagan Valley LeisurePlex. He informed Members of intended operational arrangements advising that access would only be available to those customers in possession of a Buddycard, with the success of the sessions being reviewed after 6 weeks. He advised that discussions were ongoing with Autism NI.

In response to a query from Alderman S P Porter, the Director advised that it had been agreed to issue a joint statement and the project would be well publicised.

4. Report from Director of Leisure & Community Services

It was proposed by Councillor N Anderson, seconded by Alderman S P Porter, and agreed that the report and recommendations of the Director of Leisure & Community Services be adopted, subject to any decisions recorded below.

Items for Decision

4.1 Department for Communities: Consultation on Strategic Support to the Voluntary & Community Sector

Members were advised that the Department for Communities had commenced a consultation process in September 2016 in regard to the above. Having been provided with a copy of the consultation document, Members were advised that responses were required by 2 November 2016.

To facilitate return of the response by the closing date, the Director was seeking delegated authority from Council for the submission to be finalised at the meeting of the Leisure & Community Development Committee on 1 November 2016.

It was agreed to recommend that the Council grant delegated authority to allow the Leisure & Community Development Committee to finalise the Council response to the Consultation on Strategic Support to the Voluntary & Community Sector, to ensure submission by 2 November 2016.

4.2 Department for Communities: Community Support Programme 2016-17: Letter of Variance – Welfare Reform Advice Monies for: Welfare Reform Readiness, and Welfare Reform Training

Members were provided with and noted correspondence from the Voluntary &
Community Division, Department for Communities (DfC), advising the Council that the Department had secured an additional £812k for the District Council Community Support Programme in 2016-17, to be utilised across the 11 Council areas. The correspondence confirmed the money was to be spent on a “Welfare Reform Readiness Programme” and a “Welfare Reform Training Programme”, the scope of which was set in the annexes attached to the letter.

Members were also provided with a related Letter of Variance from the Voluntary & Community Division, DfC advising on the allocation from the above total amount to the Lisburn & Castlereagh Council area for the purposes outlined in the first letter. Members noted that this amounted to an additional sum of £34,779.

The Director reminded Members that front line services in the Council area were currently provided through Lisburn Citizens Advice Bureau and the additional monies were required to be spent by 31 March 2017. He was recommending the following:

a) Note receipt of the letter from the Department.

b) Accept the Letter of Variance from the Department.

c) Agree to Officers notifying Lisburn Citizens Advice Bureau of the additional funding being made available in relation to Welfare Reform Readiness, and Welfare Reform Training.

d) Agree that Officers work with Lisburn CAB to agree a programme for the utilisation of the additional funding, by the latter, in line with the parameters set out in the annexes to the correspondence from the Department for Communities and by 31 March 2017.

Councillor Grehan queried if the Minister would permit the additional funding to be used in other ways, such as providing other bodies with Welfare Reform training.

Following discussion on the possibility of the additional monies being utilised to provide Councillors with Welfare Reform training, it was agreed to recommend that the Council go forward, in line with the recommendations in the Director’s report, and that the Director seek clarification from the Department in regard to the queries raised by Members.

4.3 Ballyoran Letting Units

Members agreed to defer consideration of the above matter to later in the meeting when the Director’s additional report was being considered.

4.4 Correspondence from the Quaker Service

Members were provided with and noted correspondence from the Quaker Service requesting that the Council consider making available to volunteers, spare capacity for events/shows by the issue of complimentary tickets.

It was agreed to recommend that, while the Council recognised the valuable work carried out by the organisation’s volunteers, it could not accede to the request for complimentary tickets on the grounds of setting a precedent. It was further agreed that officers would provide the organisation with details on the Mayor’s Annual Awards for Volunteers.
4.5 **Hillsborough Village Centre**

The Director advised that the organisation operating the local community centre, namely, Hillsborough Village Centre Ltd, had previously approached the former Lisburn City Council with regard to plans for the expansion of the facility but that these plans had been shelved due to the lack of funding.

Members were provided with and noted correspondence from the Manager of Hillsborough Village Centre Ltd advising that the organisation had made application to the Rural Development Programme [RDP] with a view to reviving the project. Members were asked to note that in the event the organisation was successful in obtaining the RDP funding, there would be an expectation that the Council would provide 15% match funding towards the project.

It was recommended that Council note the correspondence and consider inviting a delegation from Hillsborough Village Centre Ltd to attend a future meeting of the Committee to outline their proposals in more detail.

Members raised a number of concerns as follows:

- a) other groups applying for funding were not provided with the opportunity to make a presentation
- b) a possible conflict of interest for Councillors represented on LAG
- c) the Committee had been made aware of a significant project being developed on Council owned land which could result in financial implications to the Council, in terms of the match funding

Following further discussion, the Director advised that he would table a list of the projects within the Council area being considered through the Rural Development Programme with a possible match funding implication for the Leisure & Community Services Department at the next Committee meeting.

It was agreed to recommend that at this stage the Council do not accede to the request from Hillsborough Village Centre Ltd to carry out a presentation. A report detailing projects within the Council area being considered for funding through the Rural Development Programme, with a possible match funding implication for the Leisure & Community Services Department, be brought to the Committee’s meeting in November.

4.6 **Housing Liaison Forum : Nominations**

Following the Council’s previous approval of the Terms of Reference for the establishment of a Housing Liaison Forum, the Director advised that, in line with the Terms of Reference, nominations were being sought for 7 Elected Members to be represented on the Forum.

Alderman S P Porter nominated Councillors N Anderson, A Givan and S Scott

Councillor McIntyre nominated Councillor A Grehan

It was recommend to agree that Councillors N Anderson, A Givan, S Scott and A Grehan be represented on the Housing Liaison Forum, with the Party Leaders from the UUP and SDLP forwarding their nominations to the Director.
Items for Noting

It was proposed by Councillor N Anderson, seconded by Alderman S P Porter and agreed that the following items (4.7; 4.8 and 4.9) be noted.

4.7 Community Christmas Trees & “Switch On” Ceremonies 2016

The Director referred to the Council’s previous approval of the Community Christmas Tree & “Switch On” Policy for the period to December 2017 in which 19 sites had been identified for community Christmas trees. Members were advised that the policy made provision for the Council to invite applications from local organisations to organise local “Switch On” events at each of the locations, with the Council offering a maximum of £1,000 grant. In the event that no local community partner organisation was secured, the Council would continue to provide a dressed tree at the particular location.

Members were provided with and noted details of local partner organisations for Christmas Community Tree Switch On events in 2016, along with the proposed awards and provisional date of each local event.

The Director responded to queries with regard to “Switch On” events in Ballyinderry and Moira. He advised that he would provide Members with a final list of dates & times of ceremonies.

4.8 Departmental Rolling Absenteeism Report

Members were provided with and noted a report providing rolling year absence figures for the period 1 April, 2015 – 31 March, 2016 to 1 August, 2015 to 31 July, 2016.

Members particularly noted the level of long-term sickness absence for the rolling period from 1 April 2015 to 30 July 2016, and expressed concern at the additional workload this created for other members of staff.

Following a detailed discussion, it was agreed to recommend that the Corporate Management Team give serious consideration to this matter, with the Director reporting back further at the next Committee meeting.

4.9 Departmental Budget Report

Members were provided with and noted the budget report for the period 1 April, 2016 – 31 March, 2017, setting out the position as at 30 August 2016.

4.10 Report from Mr Ross Gillanders, Head of Service (Parks & Amenities)

It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed that the report and recommendations of the Head of Service (Parks & Amenities) be adopted, subject to any decisions recorded below:

4.10.1 Request for Presentation from the Dundrod and District Motorcycle Club

Members were provided with and noted correspondence from the above organisation.
requesting to attend the Leisure & Community Development Committee meeting on 1 November 2016 to present a case for improved broadband facilities and wider development issues at the Dundrod Pits to support the Ulster Grand Prix.

It was agreed to recommend that approval be granted for representatives from Dundrod and District Motorcycle Club to make a presentation to the Leisure & Community Development Committee meeting on 1 November 2016.

4.10.2 Drumbo: Proposed Development of a Men’s Shed

Members agreed that consideration of this matter be dealt with later in the meeting when the additional report from the Head of Service was being considered.

4.10.3 Tonagh – Potential Play Area

The Head of Parks & Amenities advised that, following consideration of a potential play area at Tonagh at the Council meeting in September and previous discussion on the issue, Officers had liaised with PlayBoard NI who recently carried out a playability audit of existing play provision and a review of supply and demand for additional play provision across the Council area.

Although the Tonagh area had not been identified as a gap area in terms of play provision, the Council could conduct a localised household survey of an area where it believed there to be an underlying level of demand for play that was not reflected in the demographic data,

Alderman W Leathem left the meeting at 6.35 p.m.

Members were provided with and noted a report detailing 4 key areas on which the survey should focus, in line with established criteria to ensure consistency of approach.

Alderman W Leathem returned to the meeting at 6.38 p.m.

Alderman SP Porter suggested that the local community group should be included in the consultation process. Furthermore, Officers should liaise with the Housing Executive with regard to acquiring the land and also with Alpha in terms of potential funding.

Following discussion, it was agreed to recommend that

   a) approval be granted for Officers to carry out a localised survey with regard to the provision of a play area at Tonagh, to include the local community group

   b) Officers liaise with the Northern Ireland Housing Executive with regard to acquiring the land free of charge

   c) Officers liaise with Alpha with regard to potential funding for the project

4.10.4 Wallace Park Tennis Facility – Expansion

The Head of Park & Amenities advised that Tennis Fundamentals, who manage the Wallace Park Tennis Court on behalf of the Council, had identified the need for a small
expansion to the facility to include 2 mini courts for children and a waiting area for parents.

Members were provided with a pictorial view of the proposal and noted that planning permission would be required for the waiting area. It was proposed that Tennis Fundamentals, through the Schools Tennis Project Ltd., would contribute towards the cost of the inflatable cover for the mini courts. The Council would contribute towards the cost of extending the hard surface to make the 2 mini courts and the purchase of the waiting room/view area.

In the event of Council supporting this development, Officers would progress the business plan, planning permission and make provision in the capital estimates. Members were provided with an estimation of costs but noted that the final figure would not be known until the tender exercise had been carried out.

Following discussion, it was recommended to agree that before granting approval to proceed with the Wallace Park Tennis Expansion proposal, Officers carry out a survey of parents over the winter months to ascertain demand, and in parallel, progress the planning application and make provision in the Draft Estimates.

Items for Noting

It was proposed by Councillor J Gray, seconded by Councillor H Legge that the following items (4.10.5: 4.10.6 and 4.10.7) be noted.

4.10.5 Comber Greenway / Billy Neill Soccer Centre of Excellence

Members were reminded of the Council’s previous approval of the Master Plan for the Billy Neill Soccer Centre of Excellence which highlighted the centre’s proximity to the Comber Greenway. The Head of Parks & Amenities advised that funding of £40k had been secured from the Department of Infrastructure Cycling Unit as a contribution towards the development of the entrance to the facility, thus making it more accessible to both cyclists and pedestrians. In return, the Council would make the lower entrance car park accessible 24/7 and a height restrictor would be installed to deter use by unauthorised campers and trailers.

The Head of Parks & Amenities further advised that the proposal dovetailed with requests from the Ulster Hospital to identify car parks to encourage their staff to park and cycle to work along the Comber Greenway.

It was agreed to note the financial capital contribution of the Department of Infrastructure Cycling Unit towards making the Billy Neill Centre of Excellence car park and entrance more accessible to cyclists and pedestrians.

4.10.6 Sustrans – Cycle Highways Innovation for Smarter People
Transport and Spatial Planning (CHIPS) : Moat Park

Members noted the detail in the report of the Head of Parks & Amenities with regard to Sustran’s interest in siting a smart cycle storage unit to support the CHIPS and rapid transport initiatives in Moat Park. Members were advised that, should a formal request be forthcoming, Officers would bring a further report to Committee to approve a formal lease or licence.
4.10.7 West Lisburn Youth Resource Centre

Members noted that construction of the new West Lisburn Youth Resource Centre was almost complete. The project had been fully funded by the Social Investment Fund and the facility would be leased to the Resurgam Trust, following handover from the contractor. It was anticipated the lease would be presented to Council in October for signing and sealing.

Additional Tabled Report by the Director of Leisure & Community Services

It was agreed to allow the Director to table the following items:

4.10.8 Request for Men’s Shed to be located at Drumbo Playing Fields

Members were advised that on 26 September 2016, Officers had met with local Elected Members, representatives from the Drumbo Men’s Shed and representatives of the Drumbo Bonfire Committee to discuss a request to locate a Men’s Shed at Drumbo Playing Fields.

Members were provided with and noted a report which included photographs showing the proposed site and issues surrounding it.

It was recommended to agree that approval be granted for Officers to investigate further the request to locate a Men’s Shed at Drumbo Playing Fields.

4.10.9 Expressions of Interest in a Vacant Letting Unit at Ballyoran, Ballybeen

Members had previously been advised of two expressions of interest in leasing a vacant unit at Ballyoran and Council had agreed that both parties be asked to submit a business case. The Director advised that by the closing date for submission only one organisation, namely Ballybeen Men’s Motivation Group, had complied with this request.

Members were provided with and noted a report outlining the detail of a business case from Ballybeen Men’s Motivation Group. It was recommended to Council that

a) Approval be granted to let the vacant unit at Ballyoran to Ballybeen Men’s Motivation Group for an initial 4 year period to facilitate a Men’s Shed project, on the basis of the BIG Lottery funding award, and in line with the recent Land & Property Services rental valuation for the unit.

b) The rental agreement be subject to the condition that a Service Level Agreement and Memorandum of Understanding between Ballybeen Women’s Centre and the Ballybeen Motivation Group be put in place, whereby the former would manage the funds for the project, and the Council has sight of the Service Level Agreement and Memorandum of Understanding.

4.11 Report from Mr Brendan Courtney, Head of Service (Sports Services)

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre, and
agreed that the report and recommendations of the Head of Service (Sports Services) be adopted, subject to any decisions recorded below:

Items for Decision

4.11.1 Report – Coca Cola Lisburn Half Marathon 10K & Fun Run

Members were provided with a report on the success of the 2016 Coca Cola Lisburn Half Marathon, 10K & Fun Run which also set out a number of recommendations with regard to next year’s event, scheduled to take place on 21 June.

It was agreed to recommend that:

a) The new online registration provider, Mylaps, be used again (or a similar recommended alternative) as they provided a reliable service at a competitive cost, i.e. 6% of the registration fee.

b) Apply to Athletics NI to have the Lisburn Half Marathon as the Northern Ireland Half Marathon Race.

c) Register the 10K race as part of the NI 10K Grand Prix series which would help to promote the event, thereby increasing participation.

d) An increase in the fee for the Half Marathon to £23 and the Fun Run to £7.50 to cover any inflationary costs, with no increase in the fees for the 10K.

4.11.2 Lagan Valley LeisurePlex Legends of Sport – Correspondence from Netball NI

Members were provided with correspondence from Netball NI, supporting the inclusion of an individual in the Lagan Valley LeisurePlex Legends of Sport.

The Head of Service outlined the need for a new policy to be developed with regard to recognising local Legends of Sport to reflect the new expanded city area.

Following discussion, it was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed that the matter be considered “In Committee”, in the absence of members of the press and public being present.

In Committee

Following discussion, it was agreed to recommend to Council that consideration of the correspondence from Netball NI be deferred until Officers, in liaison with Sport Lisburn, had carried out a review of the Lagan Valley LeisurePlex Legends of Sport policy for further consideration of the Committee.

Resumption of Normal Business

It was proposed by Councillor N Anderson, seconded by Councillor J Gray and agreed to come out of committee and normal business was resumed.

Items for Noting

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre and
agreed that the following items (Items 4.11.3; 4.11.4; 4.11.5; 4.11.6 and 4.11.7) be noted.

4.11.3 World Water Park Magazine Article – Lagan Valley LeisurePlex

Members were provided with and noted an article that recently appeared in the World Water Park Magazine, the official magazine of the World Water Park Association.

4.11.4 Retail Sales – Lagan Valley LeisurePlex

The Head of Service advised that an integral part of the agreement between the Council and Sportsmax to facilitate the sale of retail goods to customers was that the ordering, sale and stock replacement should be carried out by LeisurePlex staff. Members were provided with correspondence from Sportsmax indicating that out of 307 sites across the UK, Lagan Valley LeisurePlex was top of the sales table.

The Chairman, on behalf of the Committee, asked for Members’ appreciation to be passed on to the relevant staff.

4.11.5 Sports Services Financial Performance 2016/2017

The Head of Service – Sports Services advised that at the end of period 5 Sports Services was showing a favourable variance of profiled budget. Lagan Valley LeisurePlex was over performing compared to profiled income, based on the same period. However, Dundonald International Ice Bowl was below budgeted income which was reflected in a 9% reduction on income in the same period last year. He outlined that the main area of concern was in relation to income in bowling but it was anticipated that the programmed upgrade of the Bowling Centre would help address this.

4.11.6 Celebrating International Day for Older People

Members were provided with and noted the timetable of events running from 4 to 10 October 2016, in recognition of International Day for Older Persons.

4.11.7 South Eastern Health & Social Care Trust : Agreement Regarding Lease of Pool Hoist

The Head of Service advised that the Trust had agreed to enter into a hire agreement with the Council to install a pool hoist at Lagan Valley LeisurePlex on the basis of a nominal annual payment by the Council to the Trust. It was noted that the hire agreement would be tabled for signature at the October Council meeting.

5. Confidential Business

It was proposed by Councillor J Gray, seconded by Councillor N Anderson and agreed that the report and recommendations of the Director or Leisure & Community Services be adopted, subject to any decisions recorded below.

The matter contained in the confidential report would be dealt with “In Committee” due to containing information which was likely to reveal the identity of an individual.

In Committee
It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed that the following matter be considered “In Committee”, in the absence of members of the press and public being present.

5.1 Promotions Officer Evaluation

Members were provided with a report outlining the detail of the outcome of the matching process in respect of the Promotions Officer. It was agreed to accept the recommendation within the Director’s report.

Resumption of Normal Business

It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to come out of committee and normal business was resumed.

6. Any Other Business

6.1 Chairman’s Remarks

The Chairman, Councillor Morrow, outlined that he had been unable to attend a number of events due to other commitments and he passed on his appreciation to the Vice Chairman, Councillor A Givan, for standing in for him.

6.2 CSAW Project at Lough Moss

Councillor N Anderson asked the Director to pass on his thanks and appreciation for all the hard work carried out by the staff involved in the CSAW project at Lough Moss.

6.3 Moat Park

Councillor S Scott thanked the Head of Parks & Amenities for arranging a tidy-up at Moat Park and stated that the area was much improved.

6.4 Dundonald International Ice Bowl – 30th Anniversary

Councillor T Morrow outlined that a very successful one-day event had recently been held to mark the above, with prices being reduced to those of thirty years ago. He advised that Officers were currently investigating the feasibility of running similar events throughout the year to hopefully encourage greater usage of the facility.

There being no further business, the meeting was terminated at 7.20 pm.

________________________________________

Mayor/Chairman
Minutes of the proceedings of the Environmental Services Committee Meeting of Lisburn & Castlereagh on 5 October 2016, at 5.35 pm

PRESENT

Councillor James Baird (Chairman)

Aldermen: T Jeffers, SP Porter, J Tinsley

Councillors: N Anderson, A Givan, J Gray MBE, H Legge, B Mallon, A McIntyre, T Morrow, L Poots

IN ATTENDANCE

Head of Service (Environmental Health)
Head of Service (Technical and Estates)
Head of Service (Operational Services)
Member Services Officer

Commencement of Meeting

The Chairman welcomed everyone to the meeting of the Environmental Services Committee.

1. Apologies

It was agreed to accept apologies from the Right Worshipful the Mayor, Councillor B Bloomfield, Alderman M Henderson MBE, Councillor N Trimble, Councillor R Walker and the Director of Environmental Services

2. Declarations of Interest

(Councillor A McIntyre arrived at 5.33 pm)

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. No declarations of interest were received:

3. Minutes of the Environmental Services Committee Meeting held on 7 September 2016

It was proposed by Alderman T Jeffers, seconded by Alderman J Tinsley, and agreed that the minutes of the Environmental Services Committee meeting held on 7 September 2016, as adopted at the Council meeting on 27 September 2016, be confirmed and signed.
4. **Report from the Director of Environmental Services**

(In the Director’s absence, the report was presented by the Head of Service (Environmental Health))

**Items for Noting:**

It was proposed by Councillor A McIntyre, seconded by Councillor L Poots, and agreed that the following items (Items 4.1 to 4.8) be noted.

4.1 **Environmental Services Trading Accounts – Period 5**

Members were provided with and noted copy of period 5 trading accounts.

4.2 **Rolling Year Absence Figures for Environmental Services**

(Councillor A Givan arrived at 5.35 pm)

Members were provided with and noted details of rolling year absence figures for the period 1 April 2015 – 31 July 2016.

Further to a query raised at the September meeting of the Committee, Members noted that records relating to absence of agency staff were not retained by HR and no costs were incurred by the Council in connection with this.

Members expressed concern regarding continuing high levels of absenteeism. It was agreed to recommend that officers be asked to investigate the provision of more detailed absenteeism reports providing departmental/sectional breakdowns with a view to identifying problem areas and appropriate remedial measures.

4.3 **Brexit – Implications for Enforcement and Regulatory Functions**

Members were provided with and noted a detailed report on the implications of Brexit for enforcement and regulatory functions with particular reference to the Council’s Waste Management and Environmental Health Services.

(Councillor N Anderson arrived at 5.40 pm)

4.4 **Departmental and Service Unit Risk Registers**

Members were provided with and noted Departmental and Service Unit Risk Registers for Environmental Services.

4.5 **Performance Improvement Report**
Members were provided with and noted copy of the Performance Improvement Report that had been agreed at the September meeting of the Governance and Audit Committee.

4.6 Report of Head of Service (Operational Services)

It was proposed by Councillor T Morrow, seconded by Councillor L Poots, and agreed that the following item be noted.

Items for Noting

4.6.1 Translink Ulster in Bloom Awards 2016

Members noted that, following the recent 2016 Translink Ulster in Bloom awards ceremony, the Council had been successful in the Roses category for the Lisburn City area.

Members commended officers and staff for their success. Councillor N Anderson stated that there had been much praise for the planting schemes in and around Carryduff and thanked the Operation Services Section for their efforts.

4.7 Report of Head of Service (Technical and Estates)

Item for Decision

4.7.1 Consultation on Proposed Changes to the Northern Ireland Local Authority Collected Municipal Waste (NI LACMW) Annual Report

Members were provided with copy of draft response prepared by arc21 Joint Committee to the consultation on proposed changes to the NI LACMW annual statistical report scheduled to be published on 1 December 2016. It was noted that the closing date for responses had been 16 September 2016.

It was proposed by Councillor T Morrow, seconded by Councillor A Givan, and agreed to recommend that Council retrospectively endorse the draft response by arc21 on the proposed changes to the Northern Ireland Local Authority Collected Municipal Waste (NI LACMW) Annual Report

Items for Noting

It was proposed by Councillor B Mallon, seconded by Councillor A McIntyre, and agreed that the following items (Item 4.7.2 to 4.7.3) be noted.

4.7.2 Reusable Nappy Scheme
Members were reminded that the Reusable Nappy Trial and Refund Scheme, launched in August, had included a free two week trial of reusable nappies and a £30 refund scheme for anyone spending £50 on reusable nappies. Members noted a progress report on the scheme which included details of take up and promotional activities.

(Alderman J Tinsley left a 5.45 pm and returned at 5.47 pm)

4.7.3 Review of Recycling Bin Provision Policy

Members were reminded that current Council policy permitted one brown bin per household albeit with the legacy issue of residents in the former Castlereagh Borough Council area having been permitted to have more than one brown bin allocation.

Members noted that, in view of the impending food waste ban to be implemented in April 2017 and in an effort to increase recycling rates generally, officers were carrying out a review of the Council policy and would bring a further report to a future meeting of the Committee.

4.8 Report of Head of Service (Environmental Health)

Items for Decision

4.8.1 Dog Control Orders

Members were reminded that, in September, Council had approved the introduction and signing of the Fouling of Land by Dogs (Lisburn and Castlereagh) Order 2016. Members were advised that the Council might specify the amount of Fixed Penalty to be paid in respect of an offence under that Order and that this could range from £50 to £80.

In response to a query by Alderman SP Porter regarding the number of fixed penalties issued, Members were advised regarding the statutory restrictions under which the Council’s enforcement officers operated and also in regard to other initiatives that might be considered in order to reduce the incidence of dog fouling.

It was proposed by Councillor A Givan, seconded by Councillor B Mallon, and agreed to recommend that the Council approve that the Fixed Penalty payable to the Council for allowing a dog to foul should be set at £80.00, reduced to £50.00 if paid within 10 days in line with similar offences under the Dogs (Northern Ireland) Order 1983, It was further agreed that officers would bring a report to a future Committee meeting detailing the number of Fixed Penalties issued with respect to offences under the Dogs Order.
4.8.2 The Litter (Northern Ireland) Order 1994

Members were reminded that the Litter (Northern Ireland) Order 1994 allowed the Council to impose a Fixed Penalty, currently set at £75, in circumstances where a person had deposited litter.

In order to ensure consistency with Fixed Penalty Notices under the Clean Neighbourhoods & Environment Act, it was proposed by Councillor T Morrow, seconded by Councillor J Gray MBE, and agreed to recommend that Council grant approval for the Fixed Penalty for dropping litter to be increased in line with offences under the Dogs (Northern Ireland) Order 1983 and the Fouling of Land by Dogs (Lisburn & Castlereagh) Order 2016 to £80.00, reduced to £50.00 if paid within 10 days, to reflect the Council’s zero tolerance approach.

4.8.3 Consultation on Houses of Multiple Occupation Act 2016: Publication of Notice of Houses of Multiple Occupation Application.

Members were advised regarding consultation from the Department for Communities in respect of the requirements to advertise Houses of Multiple Occupation applications.

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed to recommend that officers submit comments to the Department for Communities by the closing date for response, i.e. 17 October 2016, and that a further report be brought to the next Committee meeting so that Members could retrospectively approve the response. Members wishing to make comments relating to the Consultation were asked to submit these prior to the submission deadline.

4.8.4 Consultation on Licensing and Registration of Clubs (Amendment) Bill

Members were advised that the Department for Communities had issued consultation on Licensing and Registration of Clubs (Amendment) Bill with a closing date for response of 19 October 2016. Members were provided with a detailed summary of the provisions included in the legislation.

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed to recommend that Council approve the submission of comments to the Department for Communities in relation to the Consultation on Licensing and Registration of Clubs (Amendment) Bill with the understanding that a further report would be brought to the next Committee meeting so that Members could retrospectively approve the response. Members wishing to make comments relating to the Consultation were asked to submit these prior to the submission deadline.
It was proposed by Councillor B Mallon, seconded by Alderman T Jeffers, and agreed that the following items (Item 4.8.5 to Item 4.8.7) be noted.

4.8.5 Consultation on the Minimum Nutritional Standards for Catering in Health and Social Care

Members noted a report on the consultation on the Minimum Nutritional Standards for Catering in Health and Social Care.

4.8.6 Removal of Graffiti Pilot Update

Members were reminded that, in April 2016, the Council had agreed to launch a pilot scheme with TransportNI for the removal of graffiti from their buildings and that a review report was to be brought to Committee after 6 months.

Members were advised that there had been no additional incidents of graffiti reported during the pilot scheme and so no action had been required by the Council’s Enforcement Officers. Members noted that the pilot would be extended for an additional 6 months with a further update report being brought to the Committee at that stage.

4.8.7 Air Quality

Members were advised that officers had recently completed an Air Quality Progress Report for 2015-2016 which had been submitted to the Department of Agriculture, Environment and Rural Affairs (DAERA) for approval. It was noted that, once approved by DAERA, the report would be circulated to members.

With regard to a previous query by Alderman T Jeffers, Members were advised that air quality in the Dundonald area was adversely affected by high traffic density within the particular topography of the village. It was noted that schemes such as the Park and Ride and the Rapid Transport System could reduce traffic density in the longer term.

5 Confidential Report by the Director of Environmental Services

It was agreed that the report and recommendations of the Director be adopted, subject to any decisions recorded below.
The Chairman, Councillor J Baird, advised that the matter contained in the confidential report would be dealt with “In Committee” for the reasons outlined:

Item 5.1: Confidential for reasons relating to the financial and business affairs of any particular person (including the Council holding that information)

Item 5.2: Confidential for reasons relating to the financial and business affairs of any particular person (including the Council holding that information)

Item 5.3: Confidential due to information relating to financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.4: Confidential due to information relating to financial or business affairs of the organisation concerned (including the Council holding that information)

It was proposed Councillor N Anderson, seconded by Councillor J Gray MBE, and agreed that the items in the Confidential Report be considered ‘In Committee’ in the absence of members of the press and public.

In Committee

Items for Decision

5.1 Royal Horticultural Society (RHS) Britain in Bloom: Champion of Champion Awards 2017

It was proposed by Councillor L Poots, seconded by N Anderson, and agreed to recommend that Council accept the invitation to participate in the RHS Britain Champion of Champion Awards 2017 for Hillsborough.

Items for Noting

It was proposed by Alderman J Tinsley, seconded by Councillor T Morrow, and agreed that the following items (Item 5.2 to Item 5.4) be noted.

5.2 arc21

Members were provided with and noted the papers from arc21 Joint Committee Meetings, the arc21 Members’ Monthly Bulletins and the arc21 Chief Executives’ Bulletin for September 2016.

5.3 RWTP - Correspondence
Members were provided with and noted the correspondence in relation to RWTP.

5.4 RWTP – Planning Appeals Commission (PAC)

Members were provided with and noted information in relation to RWTP Planning Appeal.

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre, and agreed that normal business be resumed.

Resumption of Normal Business

6, Any Other Business

6.1 Heart City – Professor Pantridge Commemoration Event – Councillor J Baird

The Head of Service (Environmental Services), referred to the Professor Pantridge Commemoration Event that had taken place in Lisburn on 3 October 2016. He thanked Members for their support and Council staff for their work in ensuring the success of the event.

6.2 Royal Black Institution Parades, 27 August 2016 – Councillor N Anderson

Councillor N Anderson referred to the Royal Black Institution Parades that had taken place in Lisburn on 27 August 2016 and commended the Council’s Operational Services Section on the excellent work carried out on the day in preparing for and clearing up after the event.

There being no further business, the meeting ended at 6.34 pm.

________________________
Chairman
LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Governance and Audit Committee held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 11 October, 2016 at 5:30 pm

PRESENT:

Councillor T Mitchell (Chairman)

The Right Worshipful the Mayor
Councillor R B Bloomfield MBE

Aldermen W A Leathem, G Rice MBE and J Tinsley

Councillors J Baird, S Carson, D J Craig, J Gallen, A Girvin, A Grehan, B Hanvey, M Henderson MBE and A Redpath

IN ATTENDANCE:

Chief Executive
Head of Internal Audit and Risk
Head of Human Resources & Organisation Development (Acting)
Transition Manager
Community Planning Manager
Performance Development Officer
Policy Officer
Member Services Officer

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Deputy Mayor, Councillor S Martin, and Councillors P Catney and V Kamble.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes

It was agreed that the minutes of the meeting of the Governance and Audit Committee held on 21 September, 2016, as adopted at the meeting of Council held on 27 September, 2016, be confirmed and signed.

4. Report from Chief Executive

It was agreed that the report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below.
Items for Decision

4.1 Council Risk Management – Council Corporate Risk Register

Members were provided with a copy of the updated Corporate Risk Register dated September 2016. The risks had been reviewed by the Corporate Management Team (CMT) in August 2016 and the key changes to the document were set out in the Chief Executive’s report. It was proposed by Alderman J Tinsley, seconded by Alderman M Henderson and agreed to recommend that the amended Corporate Risk Register be approved.

It was noted that a further amended Risk Register, which would incorporate a risk relating to the Rural Development Programme, was to be considered by the CMT the following week and would subsequently be presented to the next meeting of the Committee.

Items for Noting

4.2 Budget Report – Chief Executive

Members were provided with a copy of the budget report for the Chief Executive’s Office for the year to 31 March, 2017, as at 31 August, 2016. It was proposed by Alderman G Rice, seconded by Councillor J Baird and agreed that the budget report be noted.

4.3 Rolling Year Absence Figures

Members were provided with a copy of the rolling absence figures for the Chief Executive’s Office for the period 31 March, 2015 to July 2016. It was proposed by Councillor A Girvin, seconded by Councillor A Redpath and agreed that the absence figures be noted.

4.4 Community Planning

Members were provided with a copy of an update report by the Community Planning Manager containing the following matters:

4.4.1 Partnership Panel

Members were advised that a pre-meeting of the local government representatives had been held on 28 September, in advance of the full Partnership Panel meeting on 12 October, 2016. Members were provided with a copy of the minutes and action sheet arising from the Partnership Panel pre-meeting. It was proposed by Alderman J Tinsley, seconded by Councillor S Carson and agreed that the contents of the minutes and action sheet be noted.

During discussion, Alderman W A Leathem commended the Chief Executive and other Officers involved in completing the comprehensive template that had been submitted for consideration at the Partnership Panel pre-meeting. In response to comments by Alderman J Tinsley, the Chief Executive agreed to convey to Solace the importance of all 11 Chief Executives attending meetings of the Partnership Panel to support Elected Members.
4.4.2 **Solace**

Members were provided with a copy of a report of a Solace NI meeting held on 23 September, 2016. It was proposed by Councillor S Carson, seconded by Councillor A Girvin and agreed that the contents of the report be noted.

4.5 **Performance Improvement Update**

Members were provided with a copy of an update report regarding the following performance improvement matters:

4.5.1 **Performance Improvement Audit**

Members were reminded that the Local Government Auditor had recently carried out a Performance Improvement Audit of the Council in order to meet the requirements of the Local Government Act (NI) 2014. By way of an update on the progress of this audit, it was the aim of the Auditor to send out an initial draft of the report to be agreed for factual accuracy at the end of October/early November. It was proposed by Councillor J Gallen, seconded by Councillor J Baird and agreed to note that the Chief Executive would require to agree the final draft in mid/late November and that a further update on this matter would be presented to the next meeting of the Committee.

4.5.2 **Customer Service Excellence**

Members were reminded that the Council had approved that the organisation continue with maintaining the Customer Service Excellence Standard (CSE), which involved reaccrediting the services that held the standard in the former Lisburn City Council. It was proposed by Councillor S Carson, seconded by Alderman G Rice and agreed to note that a procurement exercise had recently been carried out and an assessment body had been appointed. The services involved would commence preparation work towards the CSE accreditation in the coming months.

4.5.3 **Petition Policy**

Members were reminded that, as reported to the last meeting of the Committee, an independent investigator had suggested that a policy and guidance document for handling petitions made to Council should be developed. It had also been suggested that guidance should be produced for Elected Members and staff about the completion of petitions. It was proposed by Councillor A Grehan, seconded by Councillor J Gallen and agreed to note that work was continuing to develop these documents and, when produced, these would be presented to a future meeting of the Committee for approval.

4.6 **Audit Update**

Members were provided with a copy of an audit report regarding the following Northern Ireland Audit Office reports that had been released recently:
4.6.1 The Rivers Agency: Flood Prevention and Management Report –
Issue date 13 September, 2016

Members were provided with a copy of the above report. It was proposed by
Alderman M Henderson, seconded by Councillor J Gallen and agreed that the
report, and its implications for the Council in relation to flood prevention and
management, be noted.

At the request of Alderman W A Leathem, the Head of Internal Audit and Risk
agreed to provide the above report to the five services within the Council for
which he considered it could be a source of information.

4.6.2 The National Fraud Initiative: Northern Ireland
Issue date 7 July, 2016

Members having been provided with a copy of the above report, it was proposed
by Councillor D J Craig, seconded by Councillor S Carson and agreed that its
contents be noted.

5. Confidential Business

It was agreed that the report and recommendations of the Chief Executive be
adopted, subject to any decisions recorded below.

The matter contained in the confidential report would be dealt with “In
Committee” due to containing information likely to reveal the identity of an
individual.

“In Committee”

It was proposed by Councillor A Redpath, seconded by Alderman G Rice and
agreed that the following matter be considered “in committee”, in the absence of
members of the press and public being present.

5.1 Report of the Head of Human Resources & Organisation Development
(Acting)

Members were provided with a copy of a report prepared by the Head of Human
Resources & Organisation Development (Acting) containing the following matter:

5.1.1 Retrospective Reporting of Redundancies

Members having been provided with details of voluntary redundancies that had
been progressed through the RPA Severance Scheme last month, it was
proposed by Councillor J Baird, seconded by Councillor A Grehan and agreed
that these be noted.

Resumption of Normal Business

It was proposed by Alderman M Henderson, seconded by Alderman G Rice and
agreed to come out of committee and normal business was resumed.
6. **Any Other Business**

   There was no other business.

**Conclusion of the Meeting**

At the conclusion of the meeting, Alderman W A Leathem congratulated the Chairman, Councillor T Mitchell, on the efficient manner in which he had conducted the business on the agenda.

There being no further business, the meeting was terminated at 5.51 pm.

__________________________________________

Mayor/Chairman
LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Corporate Services Committee held in the Cherry Room, Island Civic Centre, The Island, Lisburn on Tuesday 11th October 2016 at 7.00 pm.

PRESENT: Councilor O Gawith (Chairman)

The Right Worshipful The Mayor
Councillor R B Bloomfield, MBE

Aldermen W J Dillon MBE, D Drysdale,
A G Ewart, T Jeffers and W A Leathem

Councillors S Carson, J Craig, A Ewing,
A Grehan, B Hanvey and B Mallon

OTHER MEMBERS: Alderman J Tinsley and Councillor J Palmer

IN ATTENDANCE: Director of Corporate Services
Head of Central Support Services
Head of Marketing & Communications (Mrs C Bethel)
Head of Technical & Estates Services
Head of Sports Services
Head of Parks & Amenities
Acting Head of Human Resources & Organisation Development
Committee Secretary

The Chairman, Councillor O Gawith, welcomed Members to the meeting.

The Chairman asked that any Member entering or leaving the meeting alert him accordingly so that the Committee Secretary might accurately reflect arrival and departure times in the minutes.

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of the Deputy Mayor, Alderman S Martin; Councillors R T Beckett, V Kamble and A McIntyre; and the Head of Finance & IT.
2. **Declarations of Interest**

The Chairman invited Members to declare any Interests 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.

The following Declarations of Interest were made during the course of the meeting:-

- Councillor J Craig – Item 9 of Report of Head of Central Support Services – “Moneyrea Primary School – Draft Development Proposal 479 for Establishment of Nursery Unit for 26 Pupils”. (Member of Education Authority)

- Councillor J Palmer – Item 2 of Confidential Report of Acting Head of Human Resources & Organisation Development - “Agency Workers”. (Son is an agency worker employed by Council)

3. **Minutes of Meeting**

It was proposed by Alderman W J Dillon, seconded by Alderman A G Ewart and agreed that the minutes of the Meeting of Committee held on the 13th September 2016 as adopted by the Council at its Meeting held on the 27th September 2016 be confirmed and signed.

4. **Reports of Director of Corporate Services**

To be dealt with later in the meeting.

5. **Confidential Report of Director of Corporate Services**

It was proposed by Councillor B Mallon, seconded by Councillor S Carson and agreed to bring forward the confidential report of the Director of Corporate Services as a number of officers from Environmental Services and Leisure & Community Services were in attendance for one item in the report of the Acting Head of Human Resources & Organisation Development.

The Director advised that:-

- the report of the Head of Central Support Services was confidential because of (i) information relating to the financial/business affairs of a particular organisation and (ii) information relating to individuals;

- the report of the Head of Finance & IT was confidential because of information relating to an individual;
5. Confidential Report of Director of Corporate Services (Continued)

- the report of the Acting Head of Human Resources & Organisation Development was confidential because of (i) information that was likely to reveal the identity of individuals and (ii) labour relations matters;

- the report of the Head of MCU was confidential because of information relating to individuals.

It was proposed by Councillor S Carson, seconded by Councillor B Mallon and agreed that the items in the confidential report of the Director of Corporate Services be considered “in Committee”, in the absence of members of the press and public being present.

It was agreed that the confidential report and recommendations of the Director of Corporate Services be adopted, subject to any decisions recorded below and other items noted:-

5.1 Report of Head of Central Support Services

To be dealt with later in meeting.

5.2 Report of Head of Finance & IT

To be dealt with later in meeting.

5.3 Report of Acting Head of Human Resources & Organisation Development

Presented by Acting Head of Human Resources & Organisation Development.

It was proposed by Councillor A Grehan, seconded by Alderman A G Ewart and agreed that the confidential report and recommendations of the Acting Head of Human Resources & Organisation Development be adopted, subject to any decisions recorded below and other items noted:-

5.3.1 Voluntary Severance: Amendments to Severance Payments

To be dealt with later in meeting.

5.3.2 Agency Workers

The Heads of Parks & Amenities, Sports Services and Technical & Estates Services were in attendance for this item of business.

Further to the previous meeting of Committee, Members had been provided with a schedule detailing the posts that agency workers were engaged in within the Council and the reasons for this.
5.3.2 **Agency Workers** (Continued)

It was agreed to recommend that the schedule of information pertaining to agency workers be noted.

The Heads of Parks & Amenities, Sports Services and Technical & Estates Services left the meeting. (7.03 pm)

5.3.3 **Payment of Overtime in Holiday Pay**

A decision in respect of the above matter had been deferred from the previous meeting of the Committee.

As investigations with other councils as to their approach on this issue were ongoing, it was noted that a report on this matter would be made to the Committee in due course.

5.3.4 **Single Status Update: Appeals**

It was agreed to recommend that the progress report in respect of the number of job evaluation appeals outstanding from the former Councils’ Single Status process and the percentages of appeals both successful and unsuccessful be noted.

5.3.5 **HR & OD Workforce Data**

It was agreed to recommend that reports in respect of the following be noted, such reports being in accordance with the Council’s Strategic Workforce Plan 2015-2017:-

- Workforce Profile – Headcount, Contract (permanent/fixed term/full-time/part-time) and Agency Workers
- Short Term Absence for the periods 1st April 2015 – 31st July 2016
- Long Term Absence – Employees absent due to long term sickness (over 12 weeks)
- Recruitment – Internal trawls and open competition.

Councillor A Ewing entered the meeting. (7.05 pm)

5.3.6 **Voluntary Severance: Amendments to Severance Payments**

It was agreed to recommend that amendments to two severance awards which had been agreed by the Committee in April 2016 be approved for payment, such amendments being occasioned by the employees in question having left the Council’s employ post 1st April 2016 when the NJC pay award had become applicable.
5.3.7 Staffing Structure

A lengthy discussion took place about the ongoing process in respect of the filling of the organisation structure and – related to this – the number of staff employed by the Council post RPA, the number of agency staff employed and the opportunities which did or might exist for severance. In considering the number of staff post RPA and the number of agency staff Members were asked to be mindful of the following:-

- the number of staff who had transferred into the new Council;
- that due to vacancy controls during the RPA process, it had been necessary to employ agency workers to cover relevant vacant posts.

It was agreed to recommend that the organisational structure for all departments as agreed by the Council in December 2015 be provided for the next meeting of the Committee, such a structure to show the status for each post. Members were aware that an Away Day was imminent but that time constraints might not allow for this item to be considered and therefore the Committee meeting was considered a more appropriate forum for discussion.

The Chairman asked that the information referred to above be made available to Members well in advance of the meeting so as to allow them to have maximum time to consider it.

5.4 Report of Head of Central Support Services

Presented by Head of Central Support Services.

It was proposed by Alderman W A Leathem, seconded by Councillor J Craig and agreed that the confidential report and recommendations of the Head of Central Support Services be adopted, subject to any decisions recorded below and other items noted:-

5.4.1 Land at Glenmore Drive, Lisburn – Purchase of

It was agreed to recommend that – subject to the Development Committee at its meeting to be held on the 12th October 2016 accepting a recommendation to agree to progress the purchase of the land at Glenmore Drive, Lisburn at the value outlined - the matter of the acquisition of that land be progressed by Corporate Services.

5.4.2 Officers authorised to direct Persons from Council Property

Members had been provided with a schedule of Officers being recommended as authorised persons to direct persons from Council properties.

It was agreed to recommend that the Officers as listed in the schedule referred to above be authorised to direct persons from Council properties.
5.5  **Report of Head of Finance & IT**

In the absence of the Head of Finance & IT, her report was presented by the Director of Corporate Services.

It was agreed that the confidential report and recommendations of the Head of Finance & IT be adopted, subject to any decisions recorded below and other items noted:-

5.5.1  **Insurance Officer (PT) – Voluntary Severance**

It was agreed to recommend that the Council accedes to the request for voluntary severance from the Insurance Officer (PT) for release under the RPA Staff Severance Scheme on the 30th November 2016.

5.6  **Report of Head of Marketing & Communications**

Presented by Head of Marketing & Communications.

It was agreed that the confidential report and recommendation of the Head of Marketing & Communications be adopted, subject to any decisions recorded below and other items noted:-

5.6.1  **Freedom of Information**

It was agreed to recommend that the summary of Freedom of Information requests received in September 2016 be noted.

Further to a request made by the Committee at its previous meeting, the Head of Service drew Members’ attention to the inclusion in the schedule of the source of the requests, ie private individual or business.

It was proposed by Councillor A Ewing, seconded by Councillor J Craig and agreed to come “out of Committee” and normal business was resumed.

6.  **Reports of Director of Corporate Services**

6.1  **Report of Head of Central Support Services**

Presented by Head of Central Support Services.

It was proposed by Alderman A G Ewart, seconded by Councillor S Carson and agreed that the report and recommendations of the Head of Central Support Services be adopted, subject to any decisions recorded below and other items noted:-
6.1.1 Ceremonial Insignia for Members’ Robes and for Former Mayors

The Committee was reminded of the decisions taken at the previous meeting. This item of business had subsequently been referred back to the Committee from the meeting of Council held on the 27th September 2016. Additional information had been provided with the Head of Service’s report.

It was proposed by Councillor B Mallon, seconded by Councillor A Grehan and agreed to recommend that:-

- the provision of the Mayoral jewel be offered to those Members of the Council who had served as Mayor of their respective legacy council and – if they wished to have such jewel – it be subject to a minimum contribution of 50% of the cost by each Member concerned;

- a Mayoral jewel be presented to Mayors of Lisburn & Castlereagh City Council in recognition of their Mayoral service and be not subject to a contributory payment from the recipients;

- the proposed jewel to be sourced as outlined in Option 1 of the additional information provided by the Head of Service in her report.

6.1.2 Lagan Valley Island Carpet in Council Chamber

It was proposed by Councillor B Mallon, seconded by Councillor B Hanvey and agreed to recommend that:-

- the replacement of the centre of the Council Chamber carpet to incorporate the new crest at an approximate cost of £7,200.00 be progressed through the formal procurement process;

- subject to the availability of funding, the work be carried out in the current financial year.

6.1.3 Registration Unit Appointment System at Bradford Court

The Committee was aware that – by way of a pilot scheme - an appointment system for the Registration Unit based within Bradford Court had been introduced on the 13th June 2016. The Head of Service reported that the pilot scheme had been beneficial from a number of aspects.
6.1.3 **Registration Unit**  
**Appointment System at Bradford Court** (Continued)

It was proposed by Councillor A Grehan, seconded by Alderman D Drysdale and agreed to recommend that:

- the appointment system for the Registration Unit based at Bradford Court be implemented on a permanent basis;

- an appointment system for the Registration Unit based at Lagan Valley Island be introduced at a future date.

6.1.4 **Corporate Uniform - Policy**

The Head of Service referred to the decision of the Committee at its meeting held on the 10th November 2015 that tenders be sought for the provision of a new corporate uniform to enable a further report to be brought to the Committee regarding the cost, design and entitled personnel. At that stage, the tender could not be awarded.

Members had been provided with a draft policy in respect of the provision of Corporate Uniform. This draft policy had been considered by the Corporate Management Team.

It was agreed to recommend that:

- the draft policy in respect of the provision of Corporate Uniform be accepted subject to the provision of and the wearing of the uniform being by all employees below and including Heads of Service, it being noted that other appropriate staff would be covered by PPE;

- the draft policy duly amended as referred to above be referred to the trade unions for consultation.

6.1.5 **Mobile Phones for Council staff - Policy**

Members had been provided with a draft policy in respect of the Supply and Use of Mobile Phones and Sim Cards by Council staff.

It was proposed by Councillor A Grehan, seconded by Alderman D Drysdale and agreed to recommend that the draft policy on the Supply and Use of Mobile Phones and Sim Cards by Council staff be adopted and implemented.
6.1.6 Contract for Provision of Legal Services

Members were reminded of the Committee’s decision at its meeting held on the 10th May 2016 that the contract for Legal Services be extended until the 30th November 2016.

It was agreed to recommend that the current contract for the provision of Legal Services be extended until the 31st March 2017 to facilitate the procurement process for the new contract.

6.1.7 Health Working Group – 9th September 2016

Decisions Requiring Action

Members were aware that a meeting of the Health Working Group had taken place on the 9th September 2016. The Head of Service sought permission to take the necessary action in respect of the undernoted decisions.

(a) Dementia Friendly Communities Steering Group
South Eastern Steering Group
Council representatives

It was agreed to recommend that the decision of the Health Working Group on the 9th September 2016 to nominate Councillors B Hanvey, V Kamble and M H Tolerton to serve on the South Eastern Steering Group of the Dementia Friendly Communities Steering Group be endorsed and that the appropriate action be taken in this regard.

(b) South Eastern Health & Social Care Trust Presentation

It was agreed to recommend that a letter be sent to the South Eastern Health & Social Care Trust thanking them for their presentation to the Health Working Group on the 9th September 2016 and reminding them of any action which they were to take.

6.1.8 Department of Health

“Consultation on Protect Life 2 – A Draft Strategy for Suicide Prevention in the North of Ireland”
(Closing Date: 4th November 2016)

The above consultation was available at https://www.health-ni.gov.uk/consultations.

It was agreed to recommend that:-

- any comments which Members might wish to make on the above consultation be conveyed to the Head of Service for submission to the Department of Health;
6.1.8 Department of Health
“Consultation on Protect Life 2 – A Draft Strategy for Suicide Prevention in the North of Ireland”
(Closing Date: 4th November 2016) (Continued)

- the Head of Service make contact with Horizons Support Group to enquire if there were any comments which they would like to have included in the Council’s response;

- in the event of a submission resulting from the consultation with Horizons and/or the receipt of any comments from Members, the Council’s final response in this regard be presented to the Committee at its next meeting for information purposes only.

It was also noted that the option remained for political parties to make submissions in this regard.

6.1.9 Moneyrea Primary School
Draft Development Proposal 479
Establishment of Nursery Unit for 26 Pupils
(as from 1st September 2017)
(Closing Date: 9th November 2016)

Councillor D Craig, a member of the Education Authority, declared an interest in the above matter.

It was agreed to recommend that correspondence dated the 10th September 2016 from the Education Authority together with attendant documentation in relation to Draft Development Proposal 479 for the establishment of a nursery unit at Moneyrea Primary School for 26 part-time pupils with effect from the 1st September 2017 or as soon as possible thereafter, be noted with the option remaining for political parties to make submissions thereto.

6.1.10 Northern Ireland Confederation for Health & Social Care
Discussion Series

Members had been provided with a copy of an e-mail dated the 27th September 2016 from the Northern Ireland Confederation for Health & Social Care regarding the undernoted discussion series:-

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Clinical Leadership: An essential ingredient in delivering sustainable change. Are we doing enough?”</td>
<td>19.10.2016</td>
<td>4.30 pm – 6.00 pm</td>
<td>HSC Board, 12-22 Linenhall Street, Belfast</td>
</tr>
<tr>
<td>“Michelle O’Neill MLA Minister for Health: Continuing Reform – Building on the Bengoa Recommendations”</td>
<td>02.11.2016</td>
<td></td>
<td>Long Gallery, Stormont</td>
</tr>
</tbody>
</table>
6.1.10 Northern Ireland Confederation for Health & Social Care Discussion Series

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Stephen Dalton, Chief Executive of the NHS Confederation: Brexit, NHS Reform and Balancing the Books”</td>
<td>16.11.2016</td>
<td>4.00 pm – 5.45 pm</td>
<td>Knockbracken Hall, Knockbracken Healthcare Park, Belfast</td>
</tr>
</tbody>
</table>

The fee per person for each of the events was £35.00. The only other expenses which would be incurred would be those in relation to travel.

It was agreed to recommend that:-

- any Member who might wish to attend any of the above discussion series events notify the Head of Service accordingly;

- approved expenses be paid in regard to any Member’s attendance at any of the discussion series events.

6.1.11 South Eastern Health & Social Care Trust
Smoke Free Policy Committee – Council Representation

Further to its previous meeting, the Committee noted that Paul Woods represented Lisburn & Castlereagh City Council, Ards & North Down Borough Council and part of Newry & Mourne District Council on the “Smoke Free Policy Committee”. Mr Woods is a Tobacco Control Officer employed by Ards & North Down Borough Council and is authorised to enforce the Smoke Free legislation.

The SE Trust Smoke Free Policy goes above and beyond the legislative requirements and cannot be enforced by the Tobacco Control Officer. Any infringements by staff, patients or visitors should be reported to the SE Trust.

6.1.12 Pancreatic Cancer Awareness
Lighting Up of Council Buildings in Purple
17th November 2016

Members noted the appreciation of the Pancreatic Cancer Research Fund in regard to the decision of the Committee at its previous meeting to light Lagan Valley Island in purple on World Pancreatic Day, the 17th November 2016.

6.1.13 Health Working Group
Minutes of Meeting – 14th April 2016

It was agreed to recommend that the minutes of the meeting of the Health Working Group held on the 14th April 2016 be noted.
6.1.14  **Lisburn & Castlereagh Policing & Community Safety Partnership**

(a)  **Chairman**

The Committee noted that the Chairman of the Lisburn & Castlereagh Policing & Community Partnership as from the 1st September 2016 was Alderman M Henderson MBE.

(b)  **Minutes of Meetings**

It was agreed to recommend that the minutes of the following meetings of the Lisburn & Castlereagh Policing & Community Safety Partnership be noted:-

- Meeting in Private held on the 29th June 2016
- Meeting in Private held on the 16th August 2016
- Special Meeting in Private held on the 16th August 2016
- Meeting in Public held on the 16th August 2016

(c)  **Schedule of Meetings**

It was agreed to recommend that the schedule of forthcoming meetings of the Lisburn & Castlereagh PCSP be noted.

(d)  **Public Realm CCTV System transferring to Central Support Services**

It was agreed to recommend that the transfer of the management of the Public Realm CCTV system within the Council’s area to Central Support Services (PCSP Manager) with effect from the 1st November 2016 be noted.

6.1.15  **National Malaya & Borneo Veterans’ Association (NI Branch) Service at Pantridge Memorial, LVI 1st October 2016**

It was agreed to recommend that a letter of thanks dated October 2016 which The Right Worshipful The Mayor, Councillor B Bloomfield, had received from the National Malaya & Borneo Veterans Association in respect of the service held at Pantridge Memorial on the 1st October 2016, and the associated reception, be noted.

The Head of Central Support Services left the meeting. (7.55 pm)

6.2  **Report of Head of Finance & IT**

To be dealt with later in meeting.
6.3 Report of Acting Head of Human Resources & Organisation Development

Presented by the Acting Head of Human Resources & Organisation Development.

It was proposed by Councillor A Grehan, seconded by Alderman D Drysdale and agreed that the report and recommendations of the Acting Head of Human Resources & Organisation Development be adopted, subject to any decisions recorded below and other items noted:-

6.3.1 Suite of Policies

Members had been provided with copies of the undernoted policies and their comments were invited thereon:-

- Trade Union Facilities Agreement
- Policy and Procedure on Acting Up
- Agile Working (Flexible Working and Working from Home)
- Family Rights at Work
- Use of Social Media, Networking and Blogging (employee)
- Capability Procedure
- Dignity at Work

No comments were offered on the policies and it was agreed to recommend that prior to their implementation, the policies be progressed for consultation with Trade Unions at the next Local Trade Union meeting and the LCCC Joint Consultative Committee.

6.3.2 Voluntary Contribution Healthcare Scheme

Members had been provided with a copy of the Voluntary Contribution Healthcare Scheme which was being introduced for employees and which would also be made available for Members with the contributions being deducted by the Human Resources and Organisation Development Unit payroll section. There would be a choice of two providers.

It was agreed to recommend that:-

- the Voluntary Contribution Healthcare Scheme be made available to any Member who might wish to avail thereof;
- a briefing session from the providers of the schemes be arranged for Members.
6.3.3 Organisation Design: Filling of Posts

The Acting Head of Service referred to decisions of the Committee on the 12th January and 13th September 2016 in relation to posts which were unable to be filled from within the Council whereby a Business Case Report for the filling of such posts would have to be presented to the relevant committee for approval.

The Acting Head of Service had recommended that front-line operational posts and student placement posts, which were confirmed on the current organisation structure, progress for recruitment up to and including external recruitment without further Committee approval being required.

Following discussion, it was agreed to recommend that the agreed internal recruitment process take place, and if external recruitment is required in relation to front-line operational posts thereafter, then the Director advise the Chair and Vice-Chair of the relevant committee. The details of the recruitment of posts are included in the monthly HR&OD Workforce Data report.

Councillor S Carson left and returned to the meeting after the decision had been taken but during further discussion. (7.57 pm and 8.00 pm).

6.3.4 Investors In People (IIP) Assessment and Employee Recognition Event

It was agreed to recommend that:-

- a report and action plan in relation to the Investor in People accreditation Bronze Standard be noted;

- as part of the Council’s employee engagement and recognition strategy, and in support of the Investors in People process, approval be given for The Right Worshipful The Mayor, Councillor B Bloomfield, to host an engagement event on the 21st December 2016, details of which were noted.

6.3.5 Workplan for Implementation of Filling Posts in New Council Structures

It was agreed to recommend that the progress report on the Work Plan for the implementation of the filling of posts in the new Council structures be noted.

6.3.6 Number of Staff per Head of Population

In furtherance of a decision of the Committee at its previous meeting, it was agreed to recommend that comparative information on the numbers of staff per head of population for similar-sized councils in Northern Ireland be noted.
6.3.7 Employee Health & Wellbeing

It was agreed to recommend that information on a Public Health Agency initiative be noted. The initiative was a one-year Health and Wellbeing Support Service aiming to mentor and support public and private sector organisations through a structured four-stage process with the ultimate aim of improving the health and wellbeing of the workforce.

6.4 Report of Head of Marketing & Communications

Presented by the Head of Marketing & Communications.

It was proposed by Councillor J Craig, seconded by Councillor B Hanvey and agreed to recommend that the report and recommendations of the Head of Marketing & Communications be adopted, subject to any decisions recorded below and other items noted:

6.4.1 Christmas Card

It was proposed by Councillor B Mallon, seconded by Alderman W A Leathem and agreed to recommend that Option 1 which depicted the Lisburn Public Realm Scheme be selected as the Council’s Christmas Card for 2016.

The Acting Head of Human Resources & Organisation Development left the meeting. (8.06 pm)

Later in the meeting, the Director noted comments made by Members that other locations in the Council’s area, particularly those in the Castlereagh area, should be considered for the Christmas card in future years.

6.4.2 Media Plan – Emergency Planning Implementation Group

It was agreed to recommend that a Media/Communications Plan for use in the event of an emergency be approved. This plan would be included in future Emergency Planning training for Members.

Alderman J Tinsley left the meeting. (8.07 pm)

6.4.3 Digital Comms

It was agreed to recommend that:

- a Social Media Policy, outlining the current use of work-related social media sites for Officers with responsibilities, be approved;

- the intention to procure some independent digital communications advice to include appropriate guidance and support for Elected Members and Officers as part of their Council business, be noted.
6.4.4 Crowd Control Event Training

Members noted that a training session with the PSNI and the Council’s Environmental Services in relation to event management/health and safety was being held on Monday 17th October at 6.00 pm in the Cherry Room.

It was agreed to recommend that Members contact Human Resources to notify them of their attendance/non-attendance.

It was suggested to Members that any issues they might have in relation to the requirement on the Council to erect barriers at events could be raised at the above training session.

6.4.5 Christmas Switch-On

It was agreed to recommend that a progress report in respect of arrangements for the Christmas Switch-On on the 17th November 2016 be noted.

6.4.6 Media Coverage

It was agreed to recommend that the media coverage report for September 2016 be noted.

The Head of Service noted Members’ comments that social media coverage was more relevant when it was uploaded on the actual day of an event.

The Right Worshipful The Mayor, Councillor B Bloomfield, expressed his appreciation to the Heads of MCU and their staff for the publicity associated with his events. The Right Worshipful The Mayor expressed concern that events in the Castlereagh area did not enjoy extensive coverage. The Head of Service stated that the Castlereagh area was sandwiched between two newspaper areas and as such was inclined to lose out on coverage. For this reason, on-line coverage of events could be viewed as a more effective tool.

6.4.7 IT & Telephone System

A number of Members expressed concern about recent interruptions in the Council’s IT and telephone system due to technical problems. They suggested that a group text to Members notifying them of such interruptions would be beneficial in that Members would know where the problem rested and would not think the problem was down to their equipment.

The Director reminded Members that – apart from a cyber-attack earlier in the year – there had been no major incidents of an IT or telephony nature.

The Head of Marketing & Communications left the meeting. (8.20 pm)
6.5  **Report of Head of Finance & IT**

In the absence of the Head of Finance & IT, her report was presented by the Director of Corporate Services.

It was proposed by Alderman W J Dillon, seconded by Alderman A G Ewart and agreed that the report and recommendations of the Head of Finance & IT be adopted, subject to any decisions recorded below and other items noted:-

6.5.1  **Treasury Management Advice**

Further to a request from the Chairman of the Corporate Services Committee, Members were provided with a report which gave consideration to the potential for refinancing Council loans given the current interest rates.

It was agreed to recommend that:-

- the report on Interest Rates be noted;
- in view of the significant funds now available to the Council for investment, the firm of Arling Close be appointed through the collaborative procurement arrangement with other NI Councils at an annual cost of £4,500.

Alderman D Drysdale sought information in respect of the Council’s claims for VAT refunds. The Director agreed to seek an update on this matter and to advise Alderman Drysdale accordingly.

6.5.2  **Financial Statement**  
**Period ended the 31st August 2016**

It was noted that the net profiled expenditure for the period ended the 31st August 2016 was 8.00% below the approved estimates for the financial year 2016/2017.

6.5.3  **Reserves/General Fund**

Further to the meeting of Committee on the 21st June 2016, Members were provided with a report on Reserves/General Fund, the content of which was noted.

Councillor J Palmer asked if the Council had received information about landfill tax in recent days. The Director agreed to seek clarification on this matter and to advise Councillor Palmer accordingly.

Alderman A G Ewart left the meeting. (8.26 pm)
6.6 Consumer Council – Presentation to Committee

In furtherance of a decision of Council on the 23rd August 2016, the Director reported that the Consumer Council had accepted the Council’s invitation to address the Corporate Services Committee on their report entitled “Empowering Consumers – Beginning a Conversation on Consumer Priorities for the Northern Ireland Electricity Network” and had indicated availability for the meeting on the 8th November 2016.

It was agreed to recommend that representatives from the Consumer Council be received by the Committee at its meeting to be held on the 8th November 2016.

6.7 University of Birmingham and the Housing Executive

“Tenant Involvement in Governance – Where Next for Northern Ireland” - Half Day Workshops
19th October 2016 – Twickenham House, Ballymena
20th October 2016 – Belfast Castle
21st October 2016 – Marlborough House, Craigavon

Members noted details of the above workshops which had been notified to all Members on the 16th September 2016. Councillor A Girvin had indicated his intention to attend the seminar at Belfast Castle on the 20th October 2016. There was no fee for the workshops - the only expenses that would be incurred would be those in relation to mileage.

It was agreed to recommend that:-

- the attendance of Councillor A Girvin at the “Tenant Involvement in Governance” workshop being held at Belfast Castle on the 20th October 2016 be approved with the Council being responsible for the payment of approved expenses in this regard;

- the attendance of any other Member who might indicate their intention to attend any of the “Tenant Involvement in Governance” workshops be approved and that approved expenses be paid also.

6.8 Northern Ireland Veterans Association

50th Anniversary of Operation Banner
Parade March & Service in Lisburn - Mid August 2019

Members had been provided with a copy of a letter dated the 23rd September 2016 from the Northern Ireland Veterans Association advising of the 50th anniversary of Operation Banner in mid-August 2019 and of the association’s intention to hold a parade march and service in Lisburn to mark that anniversary. The occasion would start in Wallace Park, parade through Lisburn taking in significant locations and finish with a drumhead service in Wallace Park.
Given that the use of Wallace Park was being requested, the Committee noted that the Leisure & Community Development Committee would be the lead Committee in this matter and that the above correspondence would also be reported to that Committee.

It was agreed to recommend that:

- correspondence dated the 23rd September 2016 from the Northern Ireland Veterans Association advising of the intention to hold an event in Lisburn (using Wallace Park) in mid-August 2019 to mark the 50th anniversary of Operation Banner be noted;

- the Leisure & Community Development Committee be advised that the Corporate Services Committee was supportive of the proposed event and the use of Wallace Park and would acknowledge that – given the significance and large scale of the event – the Council’s assistance in the organisation of the event was likely to require the support of Corporate Services.

The above consultation document was available at [https://www.communities-ni.gov.uk/consultations](https://www.communities-ni.gov.uk/consultations).

It was agreed to recommend that the above consultation be noted with the option remaining for political parties to make submissions thereto.

Members noted the content of the above consultation, with the option remaining for political parties to make submissions thereto.
6.11 **Fermanagh & Omagh District Council**  
*(Closing Date: 25th November 2016)*

The above report from Fermanagh & Omagh District Council detailed a number of policies which had been screened for Equality of Opportunity and Good Relations. The documents were available at [http://www.fermanaghamagh.com/your-council/consultations/current-consultations/](http://www.fermanaghamagh.com/your-council/consultations/current-consultations/).

It was agreed to recommend that the above consultation be noted with the option remaining for political parties to make submissions thereto.

6.12 **Local Government Auditor’s Report 2016**

Members noted receipt of the above report and that it had also been reported to the Governance & Audit Committee on the 21st September 2016. The report was available at [https://www.niauditoffice.gov.uk/publication/local-government-auditors-report-2016](https://www.niauditoffice.gov.uk/publication/local-government-auditors-report-2016).

6.13 **Post Office**

6.13.1 **Convenience Store & Petrol Station,**  
1 Saintfield Road, Lisburn, BT27 5BA  
***Opening of New Style Local Branch***

Members noted the content of a letter dated the 12th September 2016 from the Post Office advising that a new style local branch post office would be opening at the convenience store and petrol station at 1 Saintfield Road, Lisburn, BT27 5BA, on Wednesday 19th October 2016 at 1.00 pm.

6.13.2 **Dundonald Post Office,**  
Spar, 756 Upper Newtownards Road,  
Dundonald, BT16 1LA  
***Change to Main Style Branch***

Members noted the content of a letter dated the 29th September 2016 from the Post Office advising that Dundonald Post Office would change to a main style branch on Thursday 17th November 2016 at 1.00 pm. To facilitate this change, the branch would close on Tuesday 8th November 2016 at 5.30 pm.

6.14 **Northern Ireland Fire & Rescue Service**  
**Annual Report & Statement of Accounts 2015/2016**

Additional Report

6.15 National Association of Councillors
Annual General Meeting & Conference – “Community Health & Housing”
Adelphi Hotel, Liverpool
4th – 6th November 2016

Members had been provided with details of the above AGM and conference, the cost of a Member’s attendance thereat being estimated at £633.30.

It was proposed by Alderman D Drysdale, seconded by Alderman W A Leathem and agreed to recommend that the undernoted Members who served on the National Association of Councillors be nominated to attend the above AGM and conference with the Council being responsible for the payment of approved expenses in this regard:-

- Councillor A Grehan
- Alderman M Henderson
- Alderman T Jeffers

It was further agreed that Alderman T Jeffers, the Council’s representative for meetings of the NAC’s National Executive/General Management Committee make enquiries about the Council being advised of forthcoming NAC events on a regular basis.

6.16 Department for Communities – Members’ Allowances

6.16.1 Proposed Amendments to Councillor Allowance Guidance re Councillor broadband, telephone calls and mobile data costs

It was agreed to recommend that correspondence dated the 10th October 2016 from the Department for Communities regarding proposed amendments to Councillor Allowance Guidance in respect of flexibility of councils paying for councillor broadband, telephone calls and mobile data costs be noted.

The Director stated that the letter proposed to give councils discretion for the provision of broadband and data but not for office consumables. The Director had again raised this matter with the Department and had drawn attention to the fact that other councils were in fact providing ink cartridges to Members. The Director also asked that the NAC representatives raise with this matter with the Department.
6.16.2 Addenda to Guidance on Councillor Allowances

It was agreed to recommend that the Addenda to Guidance on Councillor Allowances regarding Dependants’ Carers’ Allowance and Travel & Subsistence Allowances as contained in Local Government Circular LG 04/2015 be noted.

7. Confidential Report of Director of Corporate Services

Dealt with under Item 5.

8. Any Other Business

8.1 Mrs Heather Moore – Bereavement

The Chairman, Councillor O Gawith, advised Members of the death earlier that day of the mother of Mrs Heather Moore, Director of Environmental Services.

It was agreed that a letter of sympathy be sent to Mrs Moore.

8.2 Councillor B Mallon – Forthcoming Marriage

The Chairman, Councillor O Gawith, congratulated Councillor B Mallon on his forthcoming marriage and wished Councillor Mallon and his fiancée all the best for their wedding and their future lives together. Councillor Mallon thanked the Chairman for his good wishes.

There being no further business, the meeting terminated at 8.40 pm.

_____________________________________

MAYOR/CHAIRMAN
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, 12 October 2016 at 7.00 pm

PRESENT:

Councillor U Mackin, Chairman
The Right Worshipful the Mayor,
Councillor B Bloomfield MBE
Deputy Mayor, Alderman S Martin
Aldermen W J Dillon MBE, D Drysdale, A G Ewart
Councillors S Carson, A P Ewing, J Gallen, O Gawith, A Givan,
H Legge, T Mitchell, M H Tolerton and S Scott

IN ATTENDANCE:

Lisburn & Castlereagh City Council
Chief Executive
Lead Head of Development
Head of Building Control
Tourism Development Manager
Committee Secretary

Cleaver Fulton Rankin
Ms Kate McCusker (Legal Advisor)

Royal Ulster Agricultural Society
Mr Colin McDonald, Chief Executive

The Paul Hogarth Company Limited (Landscape Architect)
Mr David Watkiss
Mr Andrew Haley

Commencement of Meeting

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

The Chairman stated that should any Member require to leave the meeting to notify the Members Services Officer in order that their departure can be recorded accurately in the minutes.
1. **Apologies**

   It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillors P Catney and A Grehan, and the Lead Head of Planning & Building Control.

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.

   A Declaration of Interest form was completed by Councillor H Legge in respect of item 5.1.2.13 ‘Department for Communities – Affordable Warmth Scheme,’ in view of her membership of the Board of the Northern Ireland Housing Executive.

3. **Minutes**

   It was agreed that the Minutes of the meeting of Committee held on 7 September 2016, as adopted by the Council at its meeting on 27 September 2016, be confirmed and signed.

4. **Deputations**

   It was agreed that the deputations be received at the meeting following consideration of the Report by the Lead Head of Planning & Building Control.

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 **Section 76 Planning Agreements**

   The Chairman, Councillor U Mackin, extended a welcome to the Council’s Legal Advisor, Ms Kate McCusker, who was in attendance at the Meeting in order to present the above item and to answer any questions from the Committee.

   The Committee had been furnished with a copy of the proposed Section 76 Planning Agreements Position Paper.
5.1.1 Section 76 Planning Agreements (Cont’d)

The Legal Advisor reminded the Committee that the authority to make use of the Planning Agreements was currently found under Section 76 of the Planning Act (NI) 2011 and in the Strategic Planning Policy Statement for Northern Ireland. It was noted that the Local Authority would continue to use planning conditions as part of the planning application process to ensure that new developments were well designed, attractive and would provide a positive impact on the overall Lisburn & Castlereagh City Council landscape.

Members also noted that new developments often put pressure on already overstretched 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.’ With the Council’s current Local Development Plan being BMAP, and as the Council was currently developing its own Local Development Plan for the Council area, it was necessary to provide a context and framework where Local Authorities and applicants/developers could enter into legal agreements which would be attached to planning permissions going forward.

It was proposed by Councillor S Scott, seconded by Councillor O Gawith, and agreed to recommend that the Section 76 Planning Agreements Position Paper, as circulated, be approved.

The Council’s Legal Advisor responded to a question from Alderman W J Dillon in regard to the Council’s decision making process on planning matters now that the above-mentioned position paper had been approved.

The Chief Executive advised that the Department for Infrastructure had recently released guidance on the subject of Planning Agreements which had already been looked at by the Council’s Legal Advisor. It was noted that the guidance was now out for consultation and would come before the Council in due course.

5.1.2 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 Decision

5.1.2.1 Street Naming off Killultagh Road, Lisburn

The Head of Building Control reminded the Committee that the above matter had been considered at the September Meeting of the Development Committee, when the street naming proposal of ‘Carrick Court,’ at the request of Members, had been referred back to the Service Unit to seek an alternative street naming proposal from the developer.
5.1.2.1  **Street Naming off Killultagh Road, Lisburn** (Cont’d)

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

It was agreed to recommend that the name ‘Carrickmaddy Court’ which met the requirements of the Council’s Street Naming Policy in that the name ‘Carrickmaddy’ had an historic link to the area by way of townland name be approved, it being noted that the Elected Members representing the DEA, and Royal Mail, had been consulted on the new proposal, there being no objections to this proposal having been received from consultees.

5.1.2.2  **Street Naming off Pond Park Road, Dundonald**

The Head of Building Control reminded the Committee that the above matter had been considered at the September Meeting of the Development Committee, when the street naming proposal of ‘Pond Park Mews,’ at the request of a Member, had been referred back to the Service Unit for additional information to be provided.

The Head of Building Control advised that additional information in this regard had been furnished to the Member that had made the request.

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

It was agreed to recommend that the name ‘Pond Park Mews’ which met the requirements of the Council’s Street Naming Policy in that ‘Pond Park’ was an existing name used in the locality, be approved, there being no objections to this proposal having been received from consultees.

5.1.2.3  **Street Naming off St James Road, Lisburn**

The Head of Building Control reported that Marshall Homes NI Limited had proposed the street name for a development of 10 dwellings off the existing St James Road, near Hillsborough.

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

It was agreed to recommend that the name ‘St James Meadow’ which met the requirements of the Council’s Street Naming Policy in that ‘St James’ was an approved name that was used in the locality, be allocated to the proposed development off St James Road, Lisburn, there being no objections to this proposal having been received from consultees.
5.1.2.4  **Street Naming off Barnfield Road, Derriaghy, Lisburn**

The Head of Building Control reported that Calico Architects had proposed the street name for 46 dwellings off the existing Barnfield Road, Derriaghy, Lisburn.

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

It was agreed to recommend that the name ‘Huntingdon Hill’ which met the requirements of the Council’s Street Naming Policy in that ‘Huntingdon’ had a topographic link to the area, be allocated to the proposed development of 46 dwellings off Barnfield Road, Derriaghy, Lisburn, there being no objections to this proposal having been received from consultees.

5.1.2.5  **Street Naming off Hillsborough Road, Moneyreagh**

The Head of Building Control reported that Alan Patterson Design had proposed the names for a development of 69 dwellings off the Hillsborough Road, Moneyreagh.

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

It was agreed to recommend that the street names ‘Laurel Bank Road’, ‘Laurel Bank Close,’ ‘Laurel Bank Gardens,’ ‘Laurel Bank Manor,’ ‘Laurel Bank Way’ and ‘Hillsborough Road Mews’ which met the requirements of the Council’s Street Naming Policy in that ‘Laurel Bank’ had an historic link to the area and ‘Hillsborough Road’ was an approved name that was used in the locality, be allocated to the proposed development off the Hillsborough Road, Moneyreagh, there being no objections to this proposal having been received from consultees.

5.1.2.6  **Street Naming off Halfpenny Gate Road, Lisburn**

The Head of Building Control reported that Simpsons Development Limited had proposed the names for a development of 19 dwellings off the existing Halfpenny Gate Road.

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

It was agreed to recommend that the street name ‘Halfpenny Gate Lane,’ which met the requirements of the Council’s Street Naming Policy in that the name ‘Halfpenny Gate’ was an approved name that was used in the locality be allocated to the proposed development of 19 dwellings off Halfpenny Gate Road, Lisburn, there being no objections to this proposal having been received from consultees.
5.1.2.7 Street Naming off Moira Road, Glenavy

The Head of Building Control reported that David McMaster Architects had proposed the name for a development that consisted of 16 dwellings off the existing Moira Road, Glenavy.

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

It was agreed to recommend that the name ‘Greenhall Park’ which met the requirements of the Council’s Street Naming Policy in that ‘Greenhall’ had an historic link to the area be allocated to the proposed development off Moira Road, Glenavy, there were no objections to this proposal having been received from consultees.

5.1.2.8 Street Naming off Ballynahinch Road, Lisburn

The Head of Building Control reported that Alan Patterson Design had proposed street names for a development that consisted of 11 dwellings off the existing Ballynahinch 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 ‘Strawberry Hill Court,’ which met the requirements of the Council’s Street Naming Policy in that ‘the name ‘Strawberry Hill’ had an historic link to the area, be allocated to the proposed development of dwellings off Ballynahinch Road, Lisburn, there being no objections to this proposal having been received from consultees.

5.1.2.9 Street Naming off Longstone Street, Lisburn

The Head of Building Control reported that Rockhill (Lisburn) Limited had proposed the name for a development that consisted of 5 dwellings off the existing Longstone Street, Lisburn.

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

It was agreed to recommend that the name ‘Belvoir Court’ which met the requirements of the Council’s Street Naming Policy in that the name ‘Belvoir’ was an approved name that was used in the locality, be allocated to the proposed development off Longstone Street, Lisburn, there being no objections to this proposal having been received from consultees.

The recommendations in respect of items 5.1.2.1 – 5.1.2.9 which related to Street Naming were proposed and seconded by Councillor O Gawith and Councillor M H Tolerton, respectively.
5.1.2.10 Department of Finance – Consultation on Proposed Building (Amendment) Regulations (Northern Ireland) 2016: New Part M and Minor Amendments to Part F (Closing Date: 7 October 2016)

The Head of Building Control reminded the Committee that a report on the consultation by the Department of Finance on the proposed Building (Amendment) Regulations (Northern Ireland) 2016 had been presented at the September Meeting of the Committee for noting.

A copy of the consultee letter from the Department, dated 15 August 2016, which set out the basis of the consultation had been circulated to the Committee for information and which outlined the proposed amendments to the Building Regulations (Northern Ireland) 2012 (as amended).

Also furnished to the Committee was a copy of the Council’s submission which had been made to the Department by the stipulated closing date.

It was proposed by Councillor O Gawith, seconded by Councillor M H Tolerton, and agreed to recommend that the Committee approve retrospectively the submission to the Department of Finance on the above Consultation on the Proposed Building (Amendment) Regulations (Northern Ireland) 2016.

Items for Noting

5.1.2 11 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 June, July and August 2016.

<table>
<thead>
<tr>
<th>Month</th>
<th>Full Plan Approvals</th>
<th>Regularisation Certificates</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2016</td>
<td>219</td>
<td>34</td>
</tr>
<tr>
<td>July 2016</td>
<td>233</td>
<td>45</td>
</tr>
<tr>
<td>August 2016</td>
<td>122</td>
<td>52</td>
</tr>
</tbody>
</table>

5.1.2.12 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 June, July and August 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.
5.1.2.12 Department of Finance and Personnel – Completion Notice Ready Report to Land and Property Services (Cont’d)

<table>
<thead>
<tr>
<th>Month</th>
<th>Completion Notice Ready</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2016</td>
<td>95</td>
</tr>
<tr>
<td>July 2016</td>
<td>48</td>
</tr>
<tr>
<td>August 2016</td>
<td>86</td>
</tr>
</tbody>
</table>

5.1.2.13 Department for Communities – 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 June, July and August 2016.

<table>
<thead>
<tr>
<th>Month</th>
<th>Home Visits Carried Out</th>
<th>Completed and Eligible Referrals to NIHE (after financial checks)</th>
<th>‘Make the Call’</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2016</td>
<td>322</td>
<td>37</td>
<td>9</td>
</tr>
<tr>
<td>July 2016</td>
<td>197</td>
<td>38</td>
<td>20</td>
</tr>
<tr>
<td>August 2016</td>
<td>277</td>
<td>45</td>
<td>34</td>
</tr>
</tbody>
</table>

The Head of Building Control responded to comments by Alderman D Drysdale regarding eligibility criteria for the Affordable Warmth Scheme.

It was proposed by Alderman D Drysdale, seconded by Councillor O Gawith, and agreed to recommend that a letter be sent to the Department for Communities highlighting the fact that the current threshold of total household income excluded a significant number of households in need from the Scheme, and requesting that the threshold of total household income be raised.

Items for Decision (Lead Head of Planning & Building Control’s Report)

In the absence of the Lead Head of Planning & Building Control, the Head of Building Control presented the remainder of his report.

5.1.3 Starting the Local Development Plan Process
Riddel Hall, Queen’s University of Belfast
Wednesday 26 October 2016

It was recommended that the Chairman and the Vice Chairman of the Committee, or their nominees, attend the above seminar, it being noted that the cost of a Member’s attendance was in connection with travel allowance only.

Both the Chairman and Vice Chairman of the Committee indicated that they were not available to attend the above event.
5.1.3 Starting the Local Development Plan Process  
Riddel Hall, Queen’s University of Belfast  
Wednesday 26 October 2016 (Cont’d)

Alderman W J Dillon indicated that he would be interested in attending as he was the current Chairman of NILGA’s Planning Working Group.

It was agreed to recommend that the attendance of Alderman W J Dillon at the seminar on the Local Development Plan Process on Wednesday 26 October 2016 be approved and that if another Member wished to attend to advise Member Services accordingly.

5.1.4 Department for Infrastructure

5.1.4.1 Proposal to Reduce Operational Hours and Days of 24-Hour Bus Lane at Saintfield Road, Belfast

The Committee had been furnished with a copy of a letter dated 8 September 2016 and plan received from Transport NI with regard to a proposal to reduce the operation time and hours of the 24 hour bus lane A24, Saintfield Road, between Newtownbreda Road and Upper Galwally. It was noted that the proposed operational times would be 7.00 am to 7.00 pm Monday to Friday.

It was agreed to recommend that the proposed reduction in operational hours and days of the bus lane at Saintfield Road, Belfast, be noted, there being no objections from Members present at the Meeting.

5.1.4.2 Proposal to Reduce Operational Hours and Days of 24-Hour Bus Lane at Upper Newtownards Road, Belfast

The Committee had been furnished with a copy of a letter dated 6 September 2016 and plan received from Transport NI with regard to a proposal to reduce the operation time and hours of the 24 hour bus lane A20, Upper Newtownards Road between Brooklands Road and Robbs Road. It was noted that the proposed operational times would be 7.00 am to 7.00 pm Monday to Saturday.

It was agreed to recommend that the proposed reduction in operational hours and days of the bus lane at Upper Newtownards Road, Belfast, be noted, there being no objections from Members present at the Meeting.

Items for Noting

5.1.5 Planning Workshops

The Committee noted that the Local Development Plan workshops had commenced in September with two further workshops taking place as follows:
5.1.5 **Planning Workshops (Cont’d)**

- Retailing and Infrastructure – Wednesday, 26 October, 4.00 pm – 6.00 pm
- Built and Natural Environment – Wednesday, 23 November, 4.00 pm – 6.00 pm

It was agreed that the information on the two further Planning Workshops be noted.

5.1.6 **Belfast City Council Local Development Plan**

The Committee had been furnished with, and noted the content of, a copy of a letter dated 28 September 2016 and timetable received from Belfast City Council regarding their Local Development Plan.

5.1.7 **New Historic Environment Fund**

The Committee noted information in relation to the launch of a new Historic Environment Fund which sought to support and encourage a wide range of actions and initiatives to conserve and realise the potential of the historic environment. It was noted that the Fund was divided into four streams – Heritage Research, Heritage Regeneration, Heritage Repair and Heritage Revival. It was also noted that further information could be obtained from the following link:


The Head of Building Control reported that the information in relation to the new Historic Environment Fund had been receive by the Council on 14 September 2016 and that the closing date for submissions was 10 October 2016.

It was agreed to recommend that the Council writes to the Department for Communities:-

a) welcoming the above scheme in the first instance,

b) expressing concern in relation to the short timescale for the Council to make a submission, and requesting for an extension on this occasion, and

c) seeking more engagement with the Department in terms of funding streams relating to the Scheme.

5.1.8 **Nicholson’s/Cairns Crossroads, Kinallen**

The Committee had been furnished with, and noted the content of, a copy of a letter dated 22 September 2016 from the Minister for Infrastructure in response to the Council’s request that, in view of the above Crossroads being particularly dangerous and with the increasing volume of traffic using the Crossroads, it be given high priority in Transport NI’s Road Improvement Scheme.
5.1.8 Nicholson's/Cairns Crossroads, Kinallen (Cont’d)

It was proposed by Councillor A P Ewing, seconded by Councillor S Carson, and agreed to recommend that a further letter be sent to the Minister for Infrastructure requesting additional information in relation to the decision by the Department not to proceed with the potential improvement scheme for the Nicholson's/Cairn's Crossroads Junction, Kinallen, which had been identified by Transport NI.

5.1.9 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 August 2016.

5.1.10 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 31 July 2016.

Condolences to Mrs Heather Moore, Director of Environmental Services

At this juncture in the Meeting the Chairman, Councillor U Mackin, referred to the passing of the mother of Mrs Heather Moore, Director of Environmental Services, and wished to put on record the Committees condolences to Mrs Moore.

It was agreed that a letter from the Committee, conveying the Committee’s sincere condolences to the family circle, be sent to Mrs Moore.

The Head of Building Control left the meeting (7.24 pm).

6. Deputations

6.1 Mr Colin McDonald, Royal Ulster Agricultural Society

The Chairman, Councillor U Mackin, extended a welcome to Mr Colin McDonald, Chief Executive, Royal Ulster Agricultural Society, who was in attendance at the Meeting to outline to the Committee the plans for the 2017 Balmoral Show and to answer questions from the Committee.

"In Committee"

It was proposed by Alderman W J Dillon, seconded by Alderman A G Ewart, and agreed that Mr Colin McDonald be received “in Committee,” in the absence of press and members of the public.

A copy of a document containing a number of images and maps in relation to the site of the Balmoral Show at Maze Long Kesh was circulated at the Meeting.
6.1 Mr Colin McDonald, Royal Ulster Agricultural Society (Cont’d)

Mr McDonald, having thanked the Committee for the opportunity to talk to the Committee, proceeded to discuss a number of issues and challenges for the Balmoral Show, in particular in relation to traffic management and infrastructure in terms of accessing and exiting the site at Maze Long Kesh, during which he responded to questions from the Committee.

Mr McDonald also discussed the plans for the 2017 Balmoral Show, particularly in relation to improvement in traffic management and the need for new transport links.

At the conclusion of the discussion, Mr McDonald put on record his appreciation for the support from Lisburn & Castlereagh City Council in relation to the development of the site at Maze Long Kesh, following which the Chairman thanked Mr McDonald for his contribution and Mr McDonald left the Meeting (8.06 pm).

It was agreed the update by Mr McDonald on the plans for the 2017 Balmoral Show be noted.

The Deputy Mayor, Alderman S Martin, welcomed the contribution by Mr McDonald and commended Mr McDonald both in terms of what he delivered to the Committee and the manner in which he conveyed the information and answered questions from Members.

It was proposed by the Deputy Mayor, Alderman S Martin, seconded by Alderman W J Dillon, and agreed that a letter be sent to Mr McDonald to thank him for his contribution and also conveying the support of Lisburn & Castlereagh City Council to RUAS, in particular in regard to the future of the Balmoral Show at the Maze Long Kesh site.

It was proposed by Alderman A G Ewart, seconded by Alderman D Drysdale, and agreed to come out of Committee and normal business was resumed.

**Resumption of Normal Business**

Councillor S Carson left the Meeting at 8.09 pm.

6.2 Hillsborough Forest Project – Presentation

The Lead Head of Development reported that Mr David Watkiss and Mr Andrew Haley from The Paul Hogarth Company Limited, were in attendance at the Meeting in order to present the final draft Concept Designs for the Hillsborough project following a number of summer public and statutory consultations, it being noted that The Paul Hogarth Company Limited had been appointed to RIBA Stage 2 – Concept Design stage.
6.2 Hillsborough Forest Project – Presentation (Cont’d)

The Lead Head of Development asked the Committee to consider the concept design at this stage and make a recommendation on whether the project should now proceed to detailed design and construction.

The Chairman, Councillor U Mackin, extended a welcome to Mr David Watkiss and Mr Andrew Haley. Mr Haley thanked the Committee for the opportunity to make their presentation on the final draft concept design for the Hillsborough Forest project.

Councillor S Carson returned to the Meeting (8.11 pm).

With the aid of PowerPoint Mr Watkiss commenced the presentation with an overview of the existing conditions of the Hillsborough Forest site, including the existing car park, lakeside walk, entrances, bridges, buildings and pathways.

During his presentation Mr Watkiss discussed the following:
- various activities and facilities that were included in the Concept Design stage, a number of which included ideas from the study visits to Grizedale, Whinlatter, and Slieve Gullion Forest Parks
- signage and interpretation panels to be include in the Hillsborough Forest project.
- a detailed Masterplan of the Hillsborough Forest project
- the proposals for a new visitor centre to include a café and educational facilities
- potential restoration of existing premises
- an analysis of the existing access to Hillsborough Forest Park which included proposals for a new shared access
- the consultation process to date for the Hillsborough Forest project

Mr Watkiss concluded the presentation with an overview of a summary of costs for potential projects as outlined above, and project timescales for 2017/2020 and also 2020/2023.

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

The Lead Head of Development responded to questions from Alderman W J Dillon in regard to the study visit to Slieve Gullion that had been attended by Officers only.

The Chairman, Councillor U Mackin, thanked Mr Watkiss and Mr Haley for their presentation following which they left the Meeting (8.45 pm).

It was agreed to recommend that the presentation outlining the Concept Design stage of the Hillsborough Forest Project by The Paul Hogarth Company Limited be agreed and that the project continues to the next stage of detailed design and construction.
7. **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.

7.1 **Balmoral Show 2017 – Royal Ulster Agricultural Society**

It was noted that the above item had been dealt with earlier in the Meeting (item 5.1 refers).

7.2 **Hillsborough Forest Park Project - Presentation**

It was noted that the above item had been dealt with earlier in the Meeting (item 5.2 refers).

7.3 **Belfast City Council /Centre for Cities**

The Committee had been furnished with a report on a proposal by Belfast City Council, involving the Centre for Cities, to establish a local government group focused on generating economic opportunity based on the Belfast Metropolitan Area, and the Eastern Economic Corridor between Belfast and Dublin.

The Chief Executive reported that Belfast City Council were now seeking further commitment from the Council for the Centre for Cities initiative.

A discussion ensued during which a number of Members expressed concern that to commit to this initiative with Belfast City Council may be inappropriate in view of ongoing issues between the two Councils. Other Members were supportive of maintaining some connection with the initiative in view of potential benefits to the Council at a later stage.

It was proposed by Alderman A G Ewart, seconded by Alderman D Drysdale, that the Council withdraws from the Centre for Cities initiative.

Following further discussion it was proposed by Councillor A P Ewing, seconded by Councillor O Gawith, and agreed to recommend that the Council does not enter into a formal agreement with Belfast City Council and the Centre for Cities initiative but remains involved on a ‘watching brief’ basis.

Alderman A G Ewart withdrew his proposal.

Alderman D Drysdale indicated that he did not support the recommendation of the Committee to remain involved in the Centre for Cities initiative with Belfast City Council.

The Chief Executive undertook to write to the Centre for Cities body to advise of the Committee’s decision and bring any response to the Committee in due course.
7.4 European Funding BID Writing and Mentoring Project

The Lead Head of Development reminded the Committee that the Council had been successful in drawing down £90,000 of grant as a consequence of two applications under the Erasmus+ European funding programme. The first successful application was to increase the capacity of local SMEs to improve apprenticeship uptake whilst the second successful application was to work with vocational training delivery agents to increase the opportunities for students to learn practical skills linked to running their own business.

Councillor S Scott left the Meeting at 9.00 pm.

It was noted that specialist mentoring and support provided by an experience third party, Euroco Limited, had been a significant contributory factor in assisting staff to draw down the aforementioned funding.

It was agreed to recommend that the Council engages with an appropriate third party organisation to provide specialist input into the design of and preparation of a further two Erasmus+ bids and one EU Interreg bid worth in the region of £2.6 million linked to objectives outlined in the Council’s Corporate Plan. It was noted that the above-mentioned support included the provision of project management advice to staff to assist in the delivery of the current successful Erasmus+ funded projects and further capacity development support to prepare and submit future EU funding initiatives at a total cost of £17,000.

It was also noted that irrespective of BREXIT negotiations, the UK would still be able to apply for Erasmus+ funding for the foreseeable future, and that it was expected that Interreg bids applied for and awarded contract prior to the UK leaving the EU would also be honoured.

7.5 EU Erasmus+ Project Partner Meetings

The Lead Head of Development reported that a requirement of the two EU Erasmus+ projects alluded in in item 6.2.4 above was to host and attend partnership meetings to discuss programme progress against identified targets and identify new actions to be taken on a biannual basis. The EU Erasmus+ programme would only fund Officer attendance at these meetings as they were operational in nature and related to project management discussions. It was anticipated that there would be a role for Elected Members at the Programme Launch or Programme Completion stages, and further reports would be provided to the Committee in due course.

It was agreed to recommend that the attendance by Council Officers at all of the meetings linked to progression of the EU Erasmus+ funded Entrepreneurship Programme and Apprenticeship Programme, be approved as follows:

Entrepreneurship Programme (Lisburn & Castlereagh City Council being the project lead organization):
7.5  **EU Erasmus+ Project Partner Meetings (Cont’d)**

January 2017 – Boyle, Roscommon  
June 2017 – Leeuwarden, Netherlands  
January 2018 – San Sebastian, Spain  
June 2018 – Brussels, Belgium

Apprenticeship Programme (Lisburn & Castlereagh City Council fulfils the role as partner organisation):

November 2017 - Szczecin, Poland  
May 2017 – Friesland, Netherlands  
November 2018 – Nantes, France  
May 2018 – Barcelona, Spain

7.6  **Lisburn City Centre Christmas Events and Animation Programme 2016**

A copy of a report outlining the proposed Christmas Events and Animation Programme 2016 had been circulated to the Committee.

In line with delegated authority granted to the Committee by the Council in September 2016, it was agreed that the Lisburn City Centre Christmas Events and Animation Programme, as circulated, be agreed, it being noted that the proposed initiatives had been discussed at the recent City Centre Stakeholder meeting and had received support from those in attendance.

7.7  **Made in Lisburn and Castlereagh**

The Lead Head of Development reported that at the request of the Chief Executive, the Economic Development Unit was proposing to co-ordinate a bespoke high profile event which would celebrate and profile the best of local enterprise and industry to local residents, students and visitors to the City. The event would be held in the Island Hall, Lagan Valley Island, during spring 2017 and would serve as a showcase for business excellence and innovation.

It was noted that a key element of developing this event would be to secure appropriate project partners such as the South Eastern Regional College, the local Chamber of Commerce and other appropriate local stakeholders from the private sector.

It was agreed to recommend that:

a) an event management company be procured to co-ordinate the ‘Made in Lisburn and Castlereagh’ event, including the development of a dedicated brand, on-going business liaison, private sector sponsorship and promotion of the event to target audiences across Northern Ireland and beyond, and
7.7 **Made in Lisburn and Castlereagh (Cont’d)**

b) an indicative Council budget for this event be established up to £15,000, to be matched by additional contributions from the private sector.

Councillor S Scott returned to the Meeting at 9.03 pm.

7.8 **Northern Ireland Chamber of Commerce & Industry President’s Banquet, Thursday 1 December 2016**

The Lead Head of Development reported that the Northern Ireland Chamber of Commerce & Industry was hosting its annual President’s Banquet at the Waterfront Exhibition & Conference Centre on Thursday 1 December 2016, with a special high profile guest speaker to be confirmed.

It was agreed to recommend that in order to facilitate networking with local companies and to raise awareness of Council funded business support initiatives with Chamber Members, the Chairman of the Development Committee hosts a table at the Northern Ireland Chamber of Commerce & Industry’s President’s Banquet at a total cost of £1,200 + VAT.

7.9 **Integrated Marketing Campaign – Year 1 Evaluation**

The Lead Head of Development reminded the Committee that Lyle Baillie International had been appointed to deliver the Council’s Integrated Marketing Campaign from October 2015 for a period of 3 years, subject to annual review.

It was agreed to recommend that the Year 1 Evaluation report be noted and that Officers continue to work with Lyle Bailie International on delivering Year 2 of the 3-year proposal.

7.10 **VIC Sunday Opening**

The Lead Head of Development reported that at the May 2013 and January 2014 meetings of the Economic Development Committee of the former Lisburn City Council it had been agreed to open the Council’s Visitor Information Centres on Sundays throughout the summer months (April to September), with staff working on Sundays on a voluntary basis.

The Lead Head of Development reported that a request from Historic Royal Palaces (HRP) had been received to extend the opening hours to include Sundays throughout the whole year, to assist with ticket sales for Hillsborough Castle. HRP had requested opening hours on a “7 days per week” basis as part of a draft Service Level Agreement that would be brought before the Committee for consideration.

It was proposed by Councillor O Gawith, seconded by Councillor T Mitchell, and agreed to recommend that:
7.10  **VIC Sunday Opening (Cont’d)**

- the opening of the VIC on a 7 day per week basis be introduced on a month-by-month basis in the first instance with the situation being reviewed at the end of December 2016,

- Officers meet with Officials from Historic Royal Palaces (HRP) in order to obtain more detail on a formal arrangement of a 7-day per week opening of the VIC that would benefit both the Council and HRP, and

- a further report on this matter be brought to the Committee in November 2016.

7.11  **Families First Awards Dinner**

The Lead Head of Development reported that correspondence had been received from the above charity advising that the Council had been shortlisted for an award in the category “Best Family Events” at the Families First Awards Dinner ceremony to be held at La Mon Hotel on 17 February 2017, it being noted that the Council won this award last year.

It was agreed to recommend that the Council takes a table of 12 at the Families First Awards Dinner at La Mon Hotel on 17 February 2017 at a cost of £65 per person.

7.12  **2017 Pipe Band Championships Bid**

The Lead Head of Development reported that each year the Royal Scottish Pipe Band Association (RSPBA) (NI Branch) invited bids for hosting local NI Branch events, and that any bids to host a NI Branch Championship would be decided at the Annual General Meeting of the RSPBA (NI Branch) in November 2016.

A discussion ensued during which a number of Members expressed concern about value for money for the Council in hosting a pipe band championship.

It was proposed by Alderman A G Ewart, seconded by Councillor M H Tolerton, and agreed to recommend that the Council submits a bid of £12,000 (plus £3,000 of technical support) to host a pipe band championship on Saturday 5 August 2017.

It was proposed by Councillor S Carson, seconded by Councillor S Scott and agreed to recommend that representatives from RSPBA (NI Branch) be invited to attend a future meeting of the Committee in order to discuss the Council’s concern regarding the bidding process and also requesting sight of the organisation’s audited accounts.

Alderman D Drysdale left the Meeting at 9.20 pm and returned again at 9.21 pm.
7.13 **Balmoral Show – Sponsorship Request**

The Lead Head of Development reported that the Council would once again be showcasing over 20 City Centre retailers and 14 visitor attractions within the large marquee near the front entrance to the Balmoral Show, which would be staged at Balmoral Park Maze Long Kesh, during 10-13 May 2017.

The Lead Head of Development advised that in addition to the promotional activity, the organisers had approached the Council to explore the opportunity of taking out sponsorship at Balmoral Show for the CARAS Awards, it being noted that the Council had sponsored these awards in 2016. The Council for Awards of Agricultural Societies (CARAS) make awards of merit to individuals concerned with the development of agriculture in all its aspects.

The Committee had been furnished with a copy of a summary proposal from the Show Organisers for consideration.

It was agreed to recommend that the sponsorship request from the organisers of the Balmoral Show in connection with the CARAS Awards be acceded to at a cost of £750 + VAT.

7.14 **The Railways Infrastructure – Access, Management and Licensing of Railway Undertakings Regulations (NI) 2016**

(Closing Date: 14 October 2016)

The Committee had been furnished with a copy of the Council’s draft response to the consultation on Railways Infrastructure – Access, Management and Licensing of Railway Undertakings Regulations (NI) 2016.

The Lead Head of Development noted comments from the Chairman, Councillor U Mackin, in regard to the need for a rail link to Belfast City Airport. It was noted that this issue was being raised at the Northern Ireland Assembly by one of its Members, and that the Council could use the above consultation as an opportunity to feed into this issue.

It was agreed to recommend that the draft response to the above consultation be agreed, subject to the inclusion of the issue of a transport link servicing Belfast City Airport, and submitted to the Department for Infrastructure by the stipulated closing date.

**Items for Noting**

7.15 **Historic Royal Palaces**

The Committee had been furnished with and noted content of a copy of the minutes of the Meeting that had taken place on 16 September 2016 between representatives of Historic Royal Palaces, the Chief Executive and Members of the Council’s Corporate Management Team, the purpose of which had been to discuss common
7.15  **Historic Royal Palaces (Cont’d)**

Issues and the need to effectively co-ordinate both organisations' programmes of Activity over the next number of years, in particular in the lead up to 2019.

7.16  **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 August 2016.

7.17  **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 31 July 2016.

Additional Report by Lead Head of Development

7.18  **Lisburn Chamber of Commerce 55th Annual Dinner**

*Thursday 3 November 2016*  
*Larchfield Estate*

It was agreed to recommend that the Chairman of the Committee hosts a table at the Lisburn Chamber of Commerce 55th Annual Dinner on Thursday 3 November 2016 at a cost of £650 + VAT.

8.  **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 below:

8.1  **Purchase of Land at Glenmore** - confidential due to information relating to the financial or business affairs of the organization concerned.

8.2  **Northern Ireland Business Start Up Programme (NIBSUP) – Update**  
- confidential due to information relating to the financial or business affairs of the organization concerned.

8.3  **Lisburn Public Realm Judicial Review** - confidential due to information relating to the financial or business affairs of the organisation concerned and also information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.
8. **Confidential Report by the Lead Head of Development** (Cont’d)

“In Committee”

It was proposed by Councillor A P Ewing, seconded by Councillor A Givan, and agreed that the Confidential Business, 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.

8.1 **Purchase of Land at Glenmore Drive, Lisburn**

The Lead Head of Development reminded the Committee that a report on the above matter had been presented to the Committee at its Meeting in January 2016 and the Committee had agreed that the Council confirm its interest in acquiring the freehold title to the Northern Ireland Housing Executive lands.

The Committee had been furnished with a copy of map showing the location of the above-mentioned land.

It was proposed by the Deputy Mayor, Alderman S Martin, seconded by Alderman A G Ewart, and agreed to recommend that the Committee agrees to progress the purchase of the land at Glenmore Drive, Lisburn, at a value of £60,000 + VAT.

8.2 **Northern Ireland Business Start Up Programme (NIBSUP) – Update**

The Committee had been furnished with a copy of an update report on the NIBSUP which was part of the collaborative 11 Council application to the EU Investment for Jobs & Growth Programme. An Economic Appraisal on the NIBSUP had been prepared by Invest NI which outlined the preferred option and funding model for delivery to councils. The preferred option and funding model had been outlined in the above-mentioned update report.

Lisburn & Castlereagh City Council, which was the lead council for this Programme, had now received confirmation from the participating councils that they were in agreement with the preferred option.

It was agreed to recommend that the preferred option and funding model for NIBSUP be agreed and that the Council progresses key elements of the Programme as outlined in the reports circulated.

The Lead Head of Development undertook to seek clarification in regard to the match-funding element for the Council in relation to the Programme’s budget.
Item for Noting

8.3 Lisburn Public Realm Judicial Review - Update

The Lead Head of Development updated the Committee in regard to the Lisburn Public Realm Judicial Review. It was noted that proceedings had been completed at a recent hearing in the High Court and that further reports would be brought to the Committee in due course.

Resumption of Normal Business

9. Any Other Business

There being no further business for consideration the meeting terminated at 9.35 pm.

________________________
Mayor/Chairman
Commencement of Meeting

The Chairman, Councillor A Redpath, welcomed everyone to the meeting.

Introductions were made by the Chairman, Councillor A Redpath and some Housekeeping and Evacuation announcements were made by the Lead Head of Service (Planning & Building Control).

1. Apologies

   Apologies for non-attendance at the Meeting were accepted and recorded on behalf of Councillor P Catney, Councillor L Poots and both Councillor U Mackin and Councillor N Anderson had advised that they would be arriving late.

2. Declarations of Interest

   The Chairman, Councillor A Redpath, sought Declarations of Interest from Members and reminded them to complete the supporting forms which had been left at each desk.
The following Declarations of Interest were made:

- The Chairman, Councillor A Redpath stated that as he had predetermined Application Reference S/2014/0908/F – Application under Section 54 of the 2011 Planning Act to remove holiday occupancy (Condition 2) of approval S/2008/0878/F for holiday home development comprising 58 apartments at land at Annacloy House, 14 Trench Road, Hillsborough, and that therefore he would be withdrawing from discussions at that point in the meeting.

3. Minutes

It was proposed by Alderman D Drysdale, seconded by Councillor M Tolerton and agreed that the following Minutes be signed.

- Minutes of Meeting of Planning Committee held on 1st August 2016.

4. Report from the Lead Head of Planning and Building Control

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

4.1 Report from the Planning Manager

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

Items for Decision

4.1.1 Schedule of Applications:

The Chairman, Councillor A Redpath, 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.

The Legal Advisor referred to the Protocol for the Operation of the Lisburn & Castlereagh City Council Planning Committee which provides guidance on decisions made which are contrary to Officers’ recommendations stating:

She advised Members that the Protocol for the Operation of the Lisburn & Castlereagh City Council Planning Committee provided guidance on Decisions Contrary to officer recommendation.

The Protocol states at paragraphs 43 to 46 that:

The decision as to whether planning permission should be approved or refused lies with the Committee. The views, opinions and recommendations of officers may on occasion be at odds with the views, opinions or decisions of the Planning Committee or its Members. This is acceptable where planning issues are finely balanced.

The Committee can accept or place a different interpretation on, or give different weight
to, the various arguments and material considerations.

She reminded Members that Committee decisions contrary to officer recommendation may be subject to legal challenge. Members must therefore ensure that the reasons for the decisions are set out and based on proper planning reasons. The Planning Officer should always be given the opportunity to explain the implications of the Planning Committee decision.

Decisions contrary to an officer recommendation must be formally recorded in the Committee minutes and a copy placed on the application file.

Members were also advised that the Planning (Notification of Applications) Direction 2015 came into operation on 1 April 2015. The direction states that where the council proposes to grant planning permission for development falling within any of the descriptions of development listed in the Schedule to this direction it must send the Department information as set out in Regulation 3(1) (a) – (d) in the Direction. Descriptions of development included in the Schedule to this direction include the following.

1. A major development application which would significantly prejudice the implementation of the local development plans objectives and policies
2. A major development application which would not be in accordance with any appropriate marine plan adopted under the Marine Act (Northern Ireland) 2013.
3. Significant objection by a Government Department or Statutory Consultee to a major development applications including
   a. Development affecting a road,
   b. Development in the vicinity of major hazards,
   c. Development which has the potential to impact on Nature Conservation, Archaeology and Built Heritage Interests;
   d. Development where DARD has raised significant objection (Flooding) against the grant of planning permission or has recommended conditions which the council does not propose to attached to the planning permission.

The Chairman, Councillor A Redpath, stated that as he had pre-determined the first application on the schedule, he would be vacating the position of Chairman for the discussion of that item and would be removing himself from the discussion. The Vice-Chairman, Councillor N Anderson would be Chairing discussion of that particular application. However, as Councillor Anderson was running late, he felt it would be best to move on to the next item on the schedule until he arrived.

(2) LA05/2016/0510/F – Major Application – New car park to serve Hillsborough Castle – amendments to the location of the approved car park access on the A1 and resulting internal layout at Land at Hillsborough Castle, Hillsborough Road, Hillsborough.

The Senior Planning Officer (MCO’N) presented this application as outlined within the circulated Report.
The Committee received Ms Patricia Corbett (Historic Royal Palaces) who wished to speak in support of the application and who highlighted the following:

- She provided some background to the Charity and its roles
- She outlined the vision and plans for this visitor attraction
- She stated that she was confident of a sustainable future for Hillsborough Castle
- She stated that the car park was central to the plans in that access to the site was vital
- She outlined that this application was for amendments to a previously approved application
- She outlined that public consultation had taken place
- She outlined that statutory consultation had taken place
- She was thankful of support received
- She urged Members to look favourably on this application

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report, and by those making representations, agreed by a majority of 7:0 with 0 abstentions, to approve the application for the reasons outlined in the Officer’s report and subject to the conditions therein.

(3) **LA05/2015/0844/F – Major Application – Erection of 71 dwellings with single storey garages, landscaping, car parking, associated site works, access arrangements and highway infrastructure improvements comprising a realignment of Hillsborough Road and new junction arrangement at Moneyreagh Road (71 residential units in total) (Amended plans/additional information received) site at Lands immediately north of 61 Hillsborough Road and 10 Church Lodge, south east of 42 Church Road, south of Moneyreagh Community Centre and approximately 100 metres north west of 64 Hillsborough Road, Moneyreagh.**

The Senior Planning Officer (AS) presented this application as outlined within the circulated Report.

The Committee received Mr Sam McKee accompanied by Mr Michael Gordon who wished to speak in support of the application and who highlighted the following:

- He commended the Report which had been circulated
- He outlined the application under consideration
- The land was zoned for housing use
- He outlined consultation which had taken place with the community and with the church
- He outlined that amendments had been made to take account of objections
- He outlined that re-alignment of the road would take place in conjunction with Transport NI schemes and would help alleviate an accident black-spot issue in the area
• There would be a pedestrian connection to the village from the scheme
• The scheme provides high quality housing
• Public open space was included
• The scheme would assist the sustainable growth of Moneyreagh

This was followed by a question and answer session during which Councillor N Anderson joined the meeting at 2.30 pm

The Committee, having considered the information provided within the Report and by those making representations, unanimously agreed by a vote of 7:0 with 0 abstentions to approve the application for the reasons outlined in the Report and subject to the conditions therein.

Councillor N Anderson was unable to vote as he had not been present for the entire consideration of the application.

Adjournment of Meeting

At this stage (2.55 pm) the Chairman, Councillor A Redpath stated that there would be a brief 5 minute adjournment to facilitate the change of Chairman for the discussion of the next application.

Resumption of Meeting

The meeting resumed at 3.00 pm with the Vice-Chairman Councillor N Anderson chairing the meeting due to the fact that Councillor A Redpath had declared an interest in this item and had withdrawn.

(1) S/2014/0908/F – Major Application – Application under Section 54 of the 2011 Planning Act to remove holiday occupancy (Condition 2) of approval S/2008/0878/F for holiday home development comprising 58 apartments at Lands at Annaclay House, 14 Trench Road, Hillsborough.

The Senior Planning Officer (RT) presented the application as outlined within the circulated Report.

The Committee received Mr Damien McLaughlin, Mr Paul Beacom and Mr David Wilson who wished to speak in support of the application and who highlighted the following:

• This consent was vital in unlocking and delivering the benefits of the project
• It was the only way to make the entire scheme viable
• There would be employment provision and implication of wider developmental benefits
• There was a significant level of public support
• There were no objections
• There was support from Tourism NI
• Planning Policy outlined that Councils must take other material considerations on board when determining an application and there were significant material considerations in this case
• No precedent would be set due to the level of economic benefit to be derived from this application and due to the fact that it is inextricably linked to the Golf Resort
• They urged approval of the application

This was followed by a question and answer session.

The Committee received Councillor A Redpath who wished to speak in support of the application and who highlighted the following:

• The application had addressed planning considerations
• Planning Policy was guidance, he stated that there was not a need to conform to slavish adherence
• There was an over-riding economic benefit in granting the application
• It would result in increased visitor stays in the Lisburn area
• It would assist with the Hillsborough Tourism Master-plan to address tourism numbers
• Hillsborough Castle itself was due to become a visitor attraction and this was complementary to that
• Those involved in local tourism offerings support this application
• There would be direct job creation
• There would be construction jobs created
• There would be collaboration with SERC
• Housing in the scheme is secondary to tourism however it is required for the entire scheme to be viable
• The economic benefits over-ride the planning reasons for refusal and if this is made crystal clear in the decision making the setting of a precedent should not be an issue.

This was followed by a question and answer session during which Councillor U Mackin arrived at 3.55 pm.

The Committee welcomed Mr Trevor Lunn MLA who wished to speak in support of the application and who highlighted the following:

• The high quality of the development under consideration
• This would be one of the best Parkland Golf Courses in Ireland
• The scheme fits nicely with other features/tourism offerings in the area
• This provides Hillsborough with an opportunity to enter the Premier League in terms of tourism
• Planning Policy allows some lee-way in such circumstances and the economic benefits outweigh the planning policy constraints
• The lack of objections speaks volumes
• SERC view this as a real opportunity
• Whilst he respects the opinion of planners, he hopes that the time has come for local democracy to triumph over policy interpretation
• Due to the economic benefits, he does not consider that a precedent would be set.

This was followed by a question and answer session.

The Committee welcomed Mr Edwin Poots MLA who wished to speak in support of the application and who highlighted the following:

• You cannot slavishly apply rules if you want to make progress
• This approval would enable the development to take place
• He highlighted the excellent track record which McAleer and Rushe had in the development of hotels
• The development at Runkerry was much more sensitive due to its UNESCO status number of objections and in spite of this the Judicial Review was overturned
• Mortgages are not available for holiday accommodation
• There is great demand for this application to progress
• He provided examples where planning policy was considered as a guide rather than being slavishly followed.

This was followed by a question and answer session.

The Committee welcomed Mr Robbie Butler MLA who wished to speak in support of the application and who highlighted the following:

• He recognised that this was a difficult application in terms of policy
• He had noticed advertising hoardings in the Lisburn area advertising the Lough Erne Resort and he wanted to see something like that in the Lisburn area
• This was a unique opportunity which would outweigh the Planning Officer’s reasons for refusal
• There had been recent job losses in the area and this development would provide much needed employment and should be encouraged
• Economic inactivity needs to be addressed and this will provide training opportunities for SERC students which would assist with their training. One of the major issues experienced by those in training positions was the lack of workplace vacancies
• Stay-cations are becoming more popular and the Prime Minister has recently pledged to build on this
• The loss of the Maze and the John Lewis investment has been unfortunate but the Committee can, through this approval, put Lisburn on the map

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report, and by those making representations, agreed by a majority of 7:0 with 1 abstention, not to refuse the application as outlined in the Officer’s
report. (Councillor U Mackin had not been present for the entire discussion and therefore was unable to vote and is recorded as an abstention).

The Chairman stated that the Professional Officer’s recommendation to refuse planning permission had fallen and that a new motion was now under consideration. Section 45 of the 2011 Planning Act states that in dealing with planning applications, the Council must have regard to the local development plan, so far as material to the application, and to any other material considerations.

It was proposed by Alderman D Drysdale, seconded by Alderman G Rice and agreed by a majority of 7:0 with 1 abstention (Councillor U Mackin was unable to vote for the reasons noted above) that the following material considerations be cited as the reasons for approving planning permission:

- The economic benefits of the development through the creation of jobs and the promotion of tourism.
- The benefits of sustaining economic growth
- Community benefit to be derived
- The suitability of the site for the proposed development.

A new motion was therefore put to the Committee that application S/2014/0908/F – Major Application – Application under Section 54 of the 2011 Planning Act to remove holiday occupancy (Condition 2) of approval S/2008/0878/F for holiday home development comprising 58 apartments at Lands at Annacloy House, 14 Trench Road, Hillsborough, be approved in accordance with the reasons outlined above.

It was proposed by Alderman G Rice, seconded by Councillor M Tolerton and agreed by a majority of 7:0 with 1 abstention (Councillor U Mackin was unable to vote for the reasons noted above) that the above application receive planning permission.

At this stage, the legal advisor made Members aware that in accordance with the Planning (Notification of Applications) Direction 2015, the Council are required to notify the Department.

Adjournment of Meeting

The Vice Chairman, Councillor N Anderson declared the meeting adjourned at 4.55 pm for 15 minutes.

Resumption of Meeting

The Chairman, Councillor A Redpath declared the meeting resumed at 5.10 pm and thanked the Vice-Chairman, Councillor N Anderson for chairing the meeting during the previous item.
LA05/2015/0041/F – Major Application – Erection of 53 dwellings (comprising a mix of detached and semi-detached dwellings with garages and apartments), with below ground pumping station, associated landscaping, site and access works and a car parking area to facilitate access to the adjacent Lagan Valley Regional Park (Union Locks) (Amended plans and additional information) at Lands at Blaris Road, Lisburn immediately opposite and to the south of Rivergate Lane, Lisburn and to the north of Junction 7, M1 Motorway.

The Senior Planning Officer (RT) presented this application as outlined within the circulated Report stating that she would be presenting it and the following application together as they were directly related.

The Committee welcomed Mr Tom Stokes who wished to speak in support of the application and who highlighted the following:

- This was stage II of the Blaris development
- Stage I was nearing completion
- He outlined the proposal
- He highlighted a new car parking area for access to Lagan Valley Regional Park
- He highlighted the acoustic fencing and the fact that some infilling of land is included
- The application represents a 30% reduction in density
- The scheme settles well into the site
- The scheme conforms to planning policy statements
- Approval will ensure a smooth progression
- Approval will result in construction jobs and will provide family homes

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report and by those making representations, unanimously agreed by a vote of 9:0 with 0 abstentions to approve the application for the reasons outlined in the Report and subject to the conditions outlined therein.

LA05/2015/0841/F – Local Application – Proposed Acoustic fence (1.8m) in conjunction with adjacent residential application (LA05/201/0041/F), extension to VRS safety barrier along Motorway slip and preparation (infilling/regarding) of lands to provide level platform for future provision of 4m cycleway and all associated works. (Amended Proposal Description and Plans) at Lands at Blaris Road, Lisburn immediately opposite and to the south of Rivergate Lane, Lisburn and to the North of Junction 7, M1 Motorway.

This item was considered in conjunction with the previous application as the two were directly linked.

The Committee, having considered the information provided within the Report and by those making representations, unanimously agreed by a
vote of 9:0 with 0 abstentions to approve the application for the reasons outlined in the Report and subject to the conditions outlined therein.

(6) S/2015/0213/F – Local Application (Called In) – Proposed construction and installation of a 120kw Archimedes Screw Hydroelectric Turbine including intake channel, turbine house and return Tail Race Channel at 240m North East of Lambeg Orange Hall, Church Hill Road, Lisburn.

The Senior Planning Officer (AS) presented this application as outlined within the circulated Report.

The Committee welcomed Mr Haughey and Mr Ogborn who wished to speak in objection to the application and who highlighted the following:

Mr Haughey:

- He views this development as detrimental to the river
- He considers that there will be damage caused to migrating fish
- Public money, which has been spent on restoring salmon to the Lagan, will have been wasted
- There will be a loss of a growing amenity
- Inaccuracies and omissions in the application were pointed out
- There was no statement of water rights
- Similar American schemes were being removed

Mr Ogborne:

- The red line does not indicate the affected area
- Works are proposed on land not owned by the applicant
- NIEA and DCAL have limited scope for raising objections
- The cumulative impact is not adequately understood
- The scheme takes too much water out of the river

This was followed by a question and answer session.

The Committee welcomed Mr Trevor Lunn MLA who wished to speak in objection to the application and who highlighted the following:

- He outlined past endeavours to return salmon to the Lagan
- The amenity value of this area is significant
- The term ‘fish friendly’ means that it kills less fish than other schemes, there are still casualties as fish are attracted to the fast water
- Flow rates provided were taken at another location
- There are issues around the rights to the river
- The history of these technologies is not proven and there is evidence that one in Sion Mills is no more than a salmon mincer
- The proposal requires more detailed information

This was followed by a question and answer session.
The Committee welcomed Mr Declan Devine and Mr Gerard Murphy who wished to speak in support of the application and who highlighted the following:

- That the project was fully compliant with all regulatory requirements
- That the blue line was correct
- That the cumulative impact has been considered and that assessments had been carried out – information was provided on these
- That the weir is already in place. This proposal will put in facilities for eel and lamprey to pass
- American schemes were large schemes which included Dams
- DCAL comments were all included in the scheme
- Flow rates were not falsified, they were independently obtained

This was followed by a question and answer session.

The Committee welcomed Mr Edwin Poots MLA who wished to speak in support of the application and who highlighted the following:

- Salmon had been restored to the Lagan
- There was now a better understanding of what can cause damage
- Engineering has now progressed and he feels that the Archimedes Screw is acceptable and all of the statutory bodies concur

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report, agreed by a vote of 8:0 with 1 abstention to approve the application for the reasons outlined in the Report and with the conditions as stated therein.

**Adjournment of Meeting**

The Chairman, Councillor A Redpath declared that the meeting would be adjourned at 6.15pm for a period of 20 minutes during which refreshments would be available in the Rotunda area.

**Resumption of Meeting**

The Chairman, Councillor A Redpath declared the meeting resumed at 6.35 pm.

(7) **LA05/2015/0664/O – Local Application (Previously Deferred) – Proposed dwelling at beside and to west of 1 Corrstown Road, Ballylackey, Upper Ballinderry, Lisburn.**
The Senior Planning Officer (MCO’N) presented this application as outlined within the circulated Report.

The Committee welcomed Mr Andrew McCready who wished to speak in support of the application and who highlighted the following:

- He highlighted that a third building had been overlooked and that this was a single storey barn type building abutting the road
- He outlined the buildings forming the frontage
- He provided examples of similar frontages in other locations, one of which was an appeal decision
- He outlined his interpretation of the cluster as provided in the submission documentation
- He considered that these examples met stipulations

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report, and by those making representations, agreed by a majority of 7:2 with 0 abstentions, to refuse the application for the reasons outlined in the Officer’s report.

4.1.2 Local Development Plan

4.1.2.1 Updated Position Paper 9 - ‘Countryside Assessment’

It was proposed by Councillor A Girvin, seconded by Alderman D Drysdale and agreed that Members note the updated Position Paper 9: ‘Countryside Assessment’.

4.1.2.2 Position Paper 14 – ‘Education, Health, Community and Culture’

It was proposed by Councillor N Anderson, seconded by Councillor A Girvin and agreed that Members note Position Paper 14 – ‘Education Health, Community and Culture’.

Councillor U Mackin requested that more time be devoted to these issues going forward and that whilst workshops were valuable, it was important that decisions were made.

Councillor N Anderson requested that the lack of infrastructure, and the provision of primary school and play group facilities be added to Position Paper 14.

Alderman Rice wished to add transport issues, speeding issues and the cumulative effect of numerous small developments to Position Paper 9.

The Chairman, Councillor A Redpath urged Members to feed back to Officers any comments they might have.
4.1.3 **Development Management – Decisions Issued August 2016**

It was proposed by Alderman D Drysdale, seconded by Councillor M Tolerton and agreed that Members note that the update provided in respect of Decisions Issued for August 2016 and would be circulated by e-mail during the week commencing Monday, 5th September 2016 with the report being posted to the Council website thereafter.

4.1.4 **Development Management – Live Appeals August 2016**

It was proposed by Councillor A Girvin, seconded by Councillor M Tolerton and agreed that Members note the information providing details of Appeals received as at 25 August 2016.

4.1.5 **Revision to Planning Section of Council Website**

Members were reminded that at the previous meeting of the Committee, it had been requested that information on the revision to the Planning Section of the Council website be provided.

With the aid of a powerpoint presentation, the Principal Planning Officer (RH) provided information highlighting the changes to the Planning Section of the Council Website for Members’ information.

It was proposed by Councillor M Tolerton, seconded by Alderman G Rice and agreed that Members note the revised changes to the Planning Section of the Council Website.

Councillor U Mackin stated that he welcomed the changes but asked what arrangements were in place to access information using the Planning Reference Number. The Principal Planning Officer (RH) explained the process which would be developed over time. Councillor U Mackin said that he felt this should be addressed as a matter of urgency.

Councillor A Girvin supported Councillor Mackin’s comments stating that he felt it was important that members could access Consultation Reports.

Councillor N Anderson suggested making a video of an interactive version of the presentation which would be beneficial to both Council Members and members of the public.

At the request of Councillor R T Beckett, the Principal Planning Officer outlined the provision of Planning Committee Reports to Members of the Public.

The Chairman, Councillor A Redpath and the Lead Head of Planning and Building Control provided information on the current status of the replacement of the NI Planning Portal stating that it would be a mammoth IT project. The Chairman, Councillor A Redpath stated that Planning Staff would be happy to arrange for
individual members to receive training on using the Portal if they felt it would be of benefit.

4.2 S/2011/0659/F – 5 Pond Park Road East, Lisburn, BT12 3RQ – Proposal - Engineering works incorporating the extraction of rock over a 5 year period to facilitate the extension of the existing storage area. Also the construction of a replacement workshop, a fabrication shed and the installation and operation of a replacement concrete plant, aggregate storage bays and retention of a settlement lagoon – Notice of Opinion to Approve

Members were reminded that at the July Council meeting, it was agreed that delegated authority be given to the Planning Committee to submit the Statement of Case in relation to the Public Inquiry.

It was agreed to support the Statement of Case, as circulated, which was submitted for the Public Inquiry.

It was proposed by Councillor N Anderson, seconded by Councillor A Girvin and agreed that the following items be noted.

4.3 NILGA Planning Training Events Series – Autumn/Winter 2016/17

Having been provided with details of the forthcoming NILGA Planning Training events for Elected Members, it was agreed that the Chairman and Vice-Chairman of the Planning Committee, or their nominees, attend the training events.

4.4 NILGA Press Release

It was agreed to note a copy of a press release from NLGA regarding the Finance Minister’s support in rejuvenating local High Streets.

4.5 Budget Report – Planning Unit

It was agreed to note a copy of the Summary Budget Report for the Planning Unit for the year to 31st March 2017, as at 31st July 2016.

4.6 Rolling Year Absence Figures for the Planning Unit

It was agreed to note a copy of a table showing rolling year absence figures for the Planning Unit for the period 1 April 2016 – 30 June 2016.

5. Confidential Report from the Lead Head of Planning and Building Control

It was agreed that the report and recommendations of the Confidential Report of the Lead Head of Planning and Building Control be adopted, subject to any decisions recorded below.
The Chairman, Councillor A Redpath, advised that the following item would be discussed ‘in Committee’ for the following reason:

This item was confidential for reason of information relating to any individual; information which is likely to reveal the identity of an individual; and information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.

‘In Committee’

It was proposed by Councillor N Anderson, seconded by Councillor M Tolerton and agreed that the items in the Confidential Report be considered ‘In Committee’, in the absence of press and public being present.

5.1 Enforcement Cases with Court Proceedings for September 2016

The Legal Advisor left the meeting at 7.35 pm

Having been provided with information on Enforcement Cases with Court Proceedings in September 2016, it was agreed that the information provided within the Report should be noted.

Resumption of Normal Business

It was proposed by Councillor M Tolerton, seconded by Councillor N Anderson and agreed to come out of committee and normal business was resumed.

(The Legal Advisor returned to the meeting at 7.40 pm).

6. Any Other Business

The Chairman, Councillor A Redpath

Local Development Plan Workshops

The Chairman reminded Members of the forthcoming Workshops and it was agreed that calendar invitations would be sent to Members.

Alderman D Drysdale

Legacy Applications

Alderman Drysdale sought clarification on legacy applications within the reports and it was agreed that it would be of benefit if these could be highlighted in a different colour on future copies of the Report. The Planning Manager provided a verbal update on the oldest of the legacy applications.

Alderman D Drysdale

Abstentions

In response to a question from Alderman D Drysdale, the Legal Advisor provided clarification on abstentions.
Councillor N Anderson
Site Meetings

Councillor N Anderson requested an update on site meetings from the Chairman.

The Chairman alluded to the issues experienced recently in organising site meetings particularly around the area of a quorum and advised that he felt it best to wait until the Planning Committee Protocol was finalised before organising any further site meetings.

Alderman D Drysdale, at this stage, withdrew his request for a site meeting which had been made at a previous meeting of the Committee.

The Chairman thanked Members for attending this meeting of the Planning Committee, which, in his opinion, was easily the most onerous of Council Committees.

There being no further business, the meeting concluded at 7.55 pm.

____________________________________
CHAIRMAN / MAYOR
LISBURN & CASTLEREAGH CITY COUNCIL
MEETING OF COUNCIL – 25 OCTOBER 2016

REPORT BY CHIEF EXECUTIVE

PURPOSE AND BACKGROUND

The purpose of this report is to set out for Members’ consideration a number of recommendations relating to the operation of the new Council.

The following decisions are required:-

| To agree that responses are made by individual parties to the Fresh Start Agreement and that NILGA are advised of this decision accordingly |
| To note the correspondence from the Department of Infrastructure, Transport NI, in response to questions raised by Members following the presentation of the Eastern Division Report to a Special Meeting of Council on 15 August. 2016 |
| To note that the December Meeting of the Council will be held on Tuesday 20 December 2016 commencing at 6 pm |
| To note receipt of the NI Housing Executive 45th Annual Report which can be made available to any interested Member |

ITEMS FOR DECISION

1 FRESH START AGREEMENT – CHANGES TO THE GOVERNMENT CONSULTATION SYSTEM

Attached at Appendix 1 is a copy of a letter dated 15 September 2016 from NILGA in reference to the “Fresh Start Agreement” and associated changes that have been made to the NI Assembly Departments and to the NI Government’s policy development mechanisms, in particular, the reduction of the maximum time period allowed by departments for responding to consultations to eight weeks.

NLGA is seeking the views of the Council on its experience of the new response time limit and how it has been affecting its approach to forwarding views to the departments.
Recommendation

It is recommended to agree that responses are made by individual parties to the Fresh Start Agreement and that NILGA are advised of this decision accordingly.

ITEMS FOR NOTING

2 TRANSPORT NI - PROGRESS REPORT QUESTIONS ASKED BY COUNCILLORS FOLLOWING PRESENTATION

Attached at Appendix 2 is a copy of a letter dated 17 October 2016 from the Department for Infrastructure, Transport NI in response to questions raised by Members following the presentation of the Eastern Division Report to a Special Meeting of Council on 15 August. 2016.

Recommendation

It is recommended to note the correspondence from the Department of Infrastructure, Transport NI, as detailed above.

3 DECEMBER MEETING OF COUNCIL

Following consultation with The Right Worshipful the Mayor, Councillor B Bloomfield, it has been agreed that the December Meeting of Council be held on Tuesday 20 December 2016 commencing at 6 pm.

Recommendation

It is recommended to note that the December Meeting of the Council will be held on Tuesday 20 December 2016 commencing at 6 pm.

4 NORTHERN IRELAND HOUSING EXECUTIVE – 45TH ANNUAL REPORT 1 APRIL 2015- 31 MARCH 2016

Members are advised that a copy of the above report has been received and can be made available to any interested Member.

Recommendation

It is recommended to note receipt of the NI Housing Executive 45th Annual Report which can be made available to any interested Member.

DR THERESA DONALDSON
CHIEF EXECUTIVE
20 October 2016
To: Council Chief Executives  
Cc: Officer Groups

15th September 2016

Dear Chief Executive

**Fresh Start Agreement and changes to the government consultation system**

You will be aware of the recent ‘Fresh Start’ Agreement* and the associated changes that have been made to the NI Assembly Departments and to the NI Government’s policy development mechanisms – in particular, the reduction of the maximum time period allowed by departments for responding to consultations to eight weeks.

NILGA has discussed this issue with senior civil servants and has written to political party leaders in relation to the likely difficulties that this would pose in relation to council decision-making mechanisms and the possible curtailment of council input into the policymaking process. We were assured at that time that the intent of the change was to materially involve stakeholders more effectively at an earlier stage in the process and before consultations would be published.

We have seen this ‘early input’ happen to some degree in the recent policy development process for the Programme for Government, the Economic Strategy and a number of Planning Policy areas, where calls for evidence and other proactive engagement mechanisms have been used, however I am very aware that not all divisions of all departments seem to be operating to this standard and that councils may be experiencing extreme time pressures in forwarding views on key policy areas. For example recent consultations on waste management and particularly energy policy have been issued giving time periods for response of eight weeks (or much less) with minimal or no engagement beforehand.

The NILGA Executive has therefore requested that I write to each council for views on how the new system is working at present, and whether your members and officers would value
continued lobbying for a more effective approach to the issuing of consultations, which would allow for more constructive engagement from councils.

I am aware that local government concerns are shared by a number of Assembly Committees and other regional bodies representative of other sectors. I also note that UK government consultations are issued for time periods of up to 12 weeks, although there is considerable variation on this, depending on the issue.

Now that we have some experience of working within the new system, I would be grateful if you would ask your council to consider their experience of the new response time limit and how it has been affecting their approach to forwarding views to departments.

It is my intention to collate views received and to report back to the December NILGA Executive on the current situation, providing them with an evidence base for any necessary further action. I would therefore be grateful if you could provide me with views by 1st December 2016, if possible. Please do not hesitate to contact me, should you have any queries in relation to this issue.

Yours faithfully

Karen Smyth
Head of Policy

* Fresh Start Agreement, Page 37, Section F, paragraph 65
Dear Dr Donaldson

QUESTIONS ASKED BY COUNCILLORS, FOLLOWING PRESENTATION OF TRANSPORTNI PROGRESS REPORT

When I presented the Eastern Division Report to Council on 15 August 2016, I agreed to give consideration to a number of matters. My response to these is as follows:

1. Ald Rice and Cllr Baird – complained about the condition of the B178 Hillsborough/Comber Road and asked that the road is assessed for resurfacing.
   
   This road is inspected on a 3 month cyclical basis and any defect which is considered to be hazardous to the public is identified and processed for repair as a priority.

   In addition, Transport NI also carries out an annual programme of reconstruction and resurfacing works which is implemented on a scheme priority basis, subject to the availability of the necessary financial resource. I can advise that the B178 Comber / Hillsborough Road has been added to our draft surface dressing programme for the next financial year.

2. Ald Jeffers - requested a filter light on the Comber Road/ East Link Road.
   
   For right turning traffic to be given an element of priority this is normally carried out by either fully controlling the movement whereby they are given a dedicated phase within a
traffic signal arrangement, or by the introduction of an overlap whereby drivers receive a dedicated right turn arrow at the end of the stage and can make their manoeuvre unopposed during this time.

To provide fully controlled facilities for right-turning traffic, would require major layout changes, including land acquisition, alterations to services, accommodation works and would be costly.

The introduction of an overlap facility while favouring one movement can result in some drivers misinterpreting the signal sequence which may result in an increase in collisions. It also affects junction capacity and increases delays on other legs.

I can advise that we have looked at this junction previously and found that while all right turn movements were busy, no particular right turn was busier than any other.

As a result we increased the inter-green period following the Comber Road stage to assist motorists in making right turns. On balance we consider that at present the existing junction arrangement is the best that can be achieved given the current space and need to cater for all traffic movements. We therefore have no plans to change the existing layout at this time.

3. Ald Jeffers – asked for the Comber Road/ Old Dundonald Road to be signalised.

I can advise that we recently had consultants consider a number of possible options to improve the junction including the provision of traffic signals. The study examined signalling the junction to varying degrees including some and all of the movements. This concluded that it would take major reconstruction of the junction before a layout could be found that would operate within capacity. A scheme at this location would be cost prohibitive and would not be of a high enough priority to be included in a works programme.


Transport NI carries out an annual programme of reconstruction and resurfacing works which is implemented on a scheme priority basis; subject to the availability of the necessary financial resource. Unfortunately there are no plans for Seymour Hill estate this financial year. However Laurel Way, Beech Grove and Rowan Drive had been added to our 3 year draft carriageway and footway resurfacing programme.
5. Cllr Givan – asked for an update on the current position – Prince William Road/Pond Park Road Link.

Discussions between TransportNI and the Development Consortium regarding the delivery of phase 3 of the North Lisburn Feeder Road have been ongoing since April 2014. Subject to securing planning permission, land required for the scheme, completion of the detailed design and procurement of the works, it is anticipated that the road works could start by summer 2018.

6. Cllr Givan – Knockmore Road - new LED Street Lighting scheme. Was concerned that the new lights were not suited to the location. Short poles and street trees reduced the effectiveness of the lighting.

The Department’s street lighting policy, aims to provide street lighting to adopted roads and footways, which reasonably conforms to the principles of British Standard BS 5489, Code of Practice for the Design of Road Lighting. In 2013 the BS was revised, and in many cases the current recommended lighting levels are lower than the earlier standards. Also, the new standards allow for the use of a lower level of lighting in residential areas where white light, such as LEDs, is used. LED street lights provide very good control of light distribution onto the road surface and have noticeably less light spilling into the surrounding environment. From a road lighting perspective this helps reduce light pollution.

The street lighting levels at Knockmore Road, Lisburn are within the appropriate levels that the Department is aiming to provide for road and footway of this type. The 10 metre columns that were installed are below the canopy areas of the trees at the back of the footway and therefore in an optimal position to throw light onto the footway and road. Should the trees become overgrown and have a negative impact to lighting levels, our Lisburn Section office will seek to instruct the owners of the trees to arrange cutting back of overhanging branches etc.


Our assessment indicates that Blairis Road is currently placed 219th and Maralin Avenue is placed 205th out of 428 sites that have been assessed for traffic calming measures within the Eastern Division area. Given the number of other areas competing for inclusion within our Traffic Calming Programme that are deemed to be greater priority, we do not envisage being able to provide traffic calming measures on Maralin Avenue or Blairis Park for the foreseeable future.

The prioritization of work within any particular area is never easy but I can assure you that we do attempt to do this in a fair and equitable manner, concentrating our limited
available finance to those most deserving areas where the need is greatest.

If residents feel there is a persistent problem with vehicles speeding or driving inappropriately in this area they may wish to report such incidents by contacting the PSNI on their non emergency telephone number 101.

8. Ald Drysdale - ongoing drainage problems causing flooding at the Carrowreagh Business Park and Upper Newtownards Road.

The drainage system along Carrowreagh Road at the Business Park was checked on 25 August 2016. No blockage was found. However, there was evidence of surcharging manholes within the Business Park which would indicate a possible issue with the drainage system within the property. This will require further investigation by the owners to ensure there are no blockages. Transport NI will continue to monitor the Carrowreagh Road and Upper Newtownards Road during periods of heavy and intense rainfall to determine if there is an issues with the capacity of the pipes along these roads.


These roads are inspected on a 6 month cyclical basis and any defect which is considered to be hazardous to the public is identified and processed for repair as a priority. I can advise you that the area was inspected in July 2016, and is due to be inspected again in January 2017.

In addition, Transport NI also carries out an annual programme of reconstruction and resurfacing works which is implemented on a scheme priority basis; subject to the availability of the necessary financial resource. Unfortunately there are no plans for Longstone Avenue this financial year.

10. Ald Drysdale – requested new street lighting for the Longstone Avenue area.

In Eastern Division there are many such locations that compete for finite resources and priority is based on such factors as maintainability of existing equipment, traffic flow, present lighting standards, and other works being carried out on the footway and road infrastructure. Given the present level of funding and the fact that we are some way through this year’s proposed list of replacement lighting programme, it is unlikely that additional lighting would be installed in the Longstone Avenue area. However, I can advise that this particular location may be listed on future programmes dependent on available funds.
11. Cllr Palmer – requested a 40 mph speed limit on Blaris Road.

Blaris Road is largely rural in nature with limited frontage development although the section closest to the Hillsborough Road junction is slightly more developed than the remainder of the road. While there are no plans to change the current speed limit at this time should further development take place we will review the situation. We have also carried out an investigation of the history of personal injury collisions along the road and this has not highlighted a particular safety concern.

12. Mayor Bloomfield MBE – requested a system of “Give Way” to traffic on the Ballyskeagh Road, Wolfenden’s Bridge.

The current layout at Wolfenden Bridge has been in place for many years and while narrow in width, does accommodate two way traffic, with care. Give and take traffic arrangements are normally only considered as part of a traffic calming scheme and would not be appropriate for this location especially due to the restrictive forward sight distance. While we have no plans to change the existing layout, we have carried out an investigation of the history of personal injury collisions at the location and this has not highlighted a particular safety concern.

I hope this satisfactorily answers the various questions, raised by Aldermen and Councillors.

Yours sincerely

KEVIN MONAGHAN
Divisional Manager
Background for Notice of Motion

Hope 4 ME & Fibro Northern Ireland ran an ambitious and exciting conference recently. The conference, “Chasing Competent Care” delivered a strong message calling for change to the currently inadequate care situation for ME and fibromyalgia patients in Northern Ireland the event included presentations from world renowned experts including Professor Mady Hornig from Columbia University, who shared ground breaking research on recently discovered ME blood biomarkers.

A large part of the problem is that diagnosis is difficult without accepted biomarkers, and, that there are no specialist consultant physicians in Northern Ireland to whom GPs can refer patients.

Misdiagnosis has been proven to be a problem in NI and not only from patient’s reports. A survey by ME Research UK, based on referrals from General Practitioners, showed rates of just over 40% of patients were diagnosed with other illnesses when reassessed at two specialist ME centres in the UK.

The Health and Social Care Board in Northern Ireland is currently intending to roll out a Condition Management Programme (CMP) run solely by occupational therapists without the support of a medical consultant-led clinic.

Generally now, most GPs and health service staff do their utmost to help patients within their remit but they lack the support of a consultant physician with specialist biomedical knowledge. The HSCB stated recently there is 500 new cases of ME alone per year.

Notice of Motion

Lisburn & Castlereagh City Council calls on the Heath Minister to support the ongoing and productive work of Hope 4 ME & Fibro Northern Ireland for the provision of a Specialist Consultant with biomedical knowledge and experience for the 7000 plus ME and 17,000 fibromyalgia sufferers in Northern Ireland.

Alderman William Leathem

17th August 2016
PURPOSE AND BACKGROUND

The purpose of this report is to set out for Members’ consideration a recommendation relating to the operation of the new Council.

The following decision is required:

To note the correspondence from Northern Ireland Courts and Tribunals Service confirming, further to previous correspondence, Single Jurisdiction in Northern Ireland be implemented on 31 October 2016.

To note the correspondence from NILGA in regard to the success of the Council in the Britain in Bloom Awards 2016.

ITEMS FOR NOTING

1  SINGLE JURISDICTION IN NORTHERN IRELAND

Attached at Appendix 1 is a copy of a letter dated 20 October 2016 from Northern Ireland Courts and Tribunals Service which confirms that, further to previous correspondence, the Single Jurisdiction reforms will be implemented on 31 October 2016.

Recommendation

It is recommended to note the correspondence from Northern Ireland Courts and Tribunals Service in regard to Single Jurisdiction in Northern Ireland.

2  BRITAIN IN BLOOM 2016 RESULTS

Attached at Appendix 2 is a copy of a letter dated 19 October 2016 from NILGA congratulating the Council on the wonderful success in achieving a Gold Award and category winner in the “Large Village” category for Hillsborough along with a special award in the 2016 Royal Horticultural Society (RHS) Britain in Bloom awards.
Recommendation

It is recommended to note the correspondence from NILGA in regard to the success of the Council in the Britain in Bloom Awards 2016.

DR THERESA DONALDSON
CHIEF EXECUTIVE
24 October 2016
Dear Sir/Madam,

RE: SINGLE JURISDICTION IN NORTHERN IRELAND

Following on from my previous correspondence I am writing to confirm that the Single Jurisdiction reforms will be implemented on 31 October 2016.

The legislation to give effect to the single jurisdiction is contained in Part 1 of the Justice Act (Northern Ireland) 2015. Under the new arrangements, the jurisdiction of county courts and magistrates courts will no longer be determined by reference to County Court Divisions and Petty Sessions Districts. Instead these courts will exercise jurisdiction throughout Northern Ireland, similar to the way in which the Crown Court already operates.

New Administrative Court Divisions

The existing divisional structure will simultaneously be replaced with three new Administrative Court Divisions (ACDs). These Divisions will not define jurisdiction but rather will determine the area in which court business will 'usually' be heard. The three ACDs are:-

North Eastern Division
South Eastern Division
Western Division.

A map illustrating the geographical make-up of these Divisions is attached at Annex A.

Although the legislation provides that different ACDs may be created for different types of court business (e.g. police or Public Prosecution Service boundaries for criminal business; Health Trust boundaries for family business) there will in the first instance be one single configuration of ACDs based on combinations of the eleven Local Government Districts for Northern Ireland. This may change in the future following due consideration of the operational impact of a single configuration and its impact upon key service providers and users.
Appendix 1

The listing direction of the Lord Chief Justice

The Lord Chief Justice has now completed a consultation exercise on his proposed listing direction to operate within a single jurisdiction. You can access the consultation document by visiting www.courtsni.gov.uk and clicking on "Lord Chief Justice Direction: Single Jurisdiction" in the "Key Matters" section. The court venues where cases will be listed will follow in the final directions which will shortly be issued by the Lord Chief Justice for Northern Ireland, and will include how cases may transfer from one court venue to another.

We do not envisage that the introduction of single jurisdiction will result a significant shift in business: the vast majority of business will continue to be routinely listed at the current location. However, the new arrangements will afford additional flexibility to list business in a different Division where the judge (or the Lord Chief Justice) determines that there is good reason to do so. The Office of the Lord Chief Justice will wish to monitor the impact of a single jurisdiction following commencement in October and the Lord Chief Justice may choose to further revise his Listing Direction. The introduction of bespoke arrangements for particular types of business (e.g. family business; weekend and public holiday courts; pilot court initiatives etc.) is likely to be phased in.

Administrative Court Division Guide

To assist you in identifying the appropriate ACD and venue for each court tier from 31 October 2016 we have created an ACD Guide for your convenience. The guide can be accessed on the Northern Ireland Courts & Tribunals Service website at www.courtsni.gov.uk by selecting “Single Jurisdiction Update” in the “Key Matters” section of the homepage.

Copies of the ACD Guide document are also available from the NICTS’s Operational Policy Branch at Laganside House (contact details below) and can be made available in other accessible formats or minority languages on request.

Each ACD is sub-divided into new local government district, district electoral area and ward and indicates the venue where the case may be listed for hearing by court tier. Listing court business is a judicial function and as such the Guide will always be subject to judicial discretion.

In order to assist you identify where casework should be sent for processing from 31 October an enhanced on-line ACD Guide will be made available on the NICTS website. To use the enhanced on-line ACD guide you will need to enter the name of the ward within which the relevant address is situated. A link to the Planning Office post code search tool will also be available should you first need to search for the ward in question. This can be done by entering the relevant postcode. However, it is anticipated that in the majority of cases business will continue to be listed at current court venues and therefore the impact of this change should be minimal.

Every effort has been made to ensure ACD's mirror the new local government districts however there are a small number of exceptions where, for business reasons, it has not been practical to do so. Court users will be expected to satisfy themselves that the appropriate ACD has been selected in which to submit documentation from 31 October.
2016. However single jurisdiction provides for the transfer of business between divisions and the Listing Direction sets out the criteria to do so.

Please note there are transitional and saving provisions within the legislation which mean that the changes will not invalidate any proceedings which are already commenced or ongoing when the new arrangements come into operation. In the short term where errors are made NICTS staff will endeavour to forward documentation to the correct court venue.

**What impact will a Single Jurisdiction have once commenced?**

There will no longer be County Court Divisions or Petty Sessions Districts and all relevant court documents have been amended to reflect this. The words “County Court Division of...” and “Petty Sessions District of......” will no longer appear on any court order or other documentation as court templates have been adapted. An example of what amended orders may look has been attached at Annex B for guidance purposes only. As such court users should also review such references on documents to be lodged in court and make the necessary adjustments. NICTS understand that the transition to a single jurisdiction will take time and as such documentation bearing references to county court divisions and petty sessions districts will continue to be accepted at this time.

A large volume of legislation has also been amended to reflect the new provisions and will come into effect on 31 October 2016 also. There will continue to be Clerks of Petty Sessions and Chief Clerks whose designated authority will now extend to all Administrative Court Divisions.

If you require any further assistance on these matters please do not hesitate to contact a member of NICTS, Operational Policy Branch on 0300 200 7812.

Yours sincerely

[Signature]

Peter Luney

Head of Court Operations
Annex A

Map of Northern Ireland Administrative Court Divisions with effect from the 31st October 2016.

<table>
<thead>
<tr>
<th>Administrative Court Division</th>
<th>Court venues within the Administrative Court Division</th>
<th>Local Government District</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Eastern</td>
<td>Antrim, Ballymena, Coleraine, Laganside Courts</td>
<td>Antrim and Newtownabbey, *Belfast, Causeway Coast and Glens, Mid and East Antrim</td>
</tr>
<tr>
<td>South Eastern</td>
<td>Armagh, Craigavon, Downpatrick, Newry, Newtownards, Lisburn</td>
<td>Armagh, Banbridge and Craigavon, Newry, Mourne and Down, North Down and Ards, Lisburn and Castlereagh, *Belfast</td>
</tr>
<tr>
<td>Western</td>
<td>Dungannon, Enniskillen, Londonderry, Omagh, Strabane</td>
<td>Derry and Strabane, Fermanagh and Omagh, Mid Ulster</td>
</tr>
</tbody>
</table>

* The Belfast Local Government District Wards of Ladybrook, Dunmurry, Lagmore, Poleglass and Twinbrook are in South Eastern ACD.
Examples of pre and post single jurisdiction court orders

THE CHILDREN (NORTHERN IRELAND) ORDER 1995
ORDER OR DIRECTION

Annabel Smith
123 Walkabout Road
Belfast
BT3 4YH
Applicant

Joseph Smithkins
321 Ruaround Hill
Belfast
BT3 2ZJ
Respondent

Court Orders Will Detail The Venue In Which They Were Made!

Children:
Evaine Smith DOB 07-0CT-2015

The Court Directs That:
Article 4 welfare reports to be lodged by 07-NOV-2017

Either party has liberty to apply

The proceedings stand adjourned until 21 November 2016 at Laganside Courts

Signed: District Judge (Magistrates’ Court) Banner

Dated: 7 October 2017
(Court Rules)

PROBATION ORDER

Annabel Smith
123 Walkabout Road
Belfast
BT3 4YH
Applicant

Joseph Smithkins
321 Runaround Hill
Belfast
BT3 5ZJ
Respondent

WHEREAS the defendant was on the 7-OCT-2013 convicted by Belfast Crown Court of the following offences:

Theft contrary to section 1 of the Theft Act (Northern Ireland) 1969

AND on the 7-OCT-2016 this court having considered a pre-sentence report and being of the opinion that the supervision of the defendant is desirable in the interests of justice to make a probation order.

AND the court has explained in ordinary language to the defendant:

(a) why it is making the order;

(b) the effect of this order and its requirements;

(c) the consequences which may follow if she fails to comply with any of the requirements of the order (including the fact that she will then be liable to be remanded for the offence in respect of which the order is made); and

(d) that the court has power to review the order on the application of either the

IT IS ORDERED that the defendant, who will reside in the Petty Sessions District of Belfast & Newtownabbey be required for the period of 2 years from time to time to be under the supervision of a Probation Officer appointed for or assigned to that district and it is further ordered that the defendant shall during the said period comply with the following requirements:

Defendant shall keep in touch with the Probation Officer in accordance with such instructions as may from time to time be given.
Defendant shall notify the Probation Officer of any change of address;

Dated 7-OCT-2016

Bob Crochet
ppChief Clerk

(Court Rules)

PROBATION ORDER

Annabel Smith
123 Walkabout Road
Belfast
BT3 4YH
Applicant

Joseph Smithkins
321 Runaround Hill
Belfast
BT3 5ZJ
Respondent

County Court Division and
Petty Sessions District

WHEREAS the defendant was on the 7-OCT-2013 convicted by Belfast Crown Court of the following offences:

Theft contrary to section 1 of the Theft Act (Northern Ireland) 1969

AND on the 7-OCT-2016 this court having considered a pre-sentence report and being of the opinion that the supervision of the defendant is desirable in the interests of justice to make a probation order.

AND the court has explained in ordinary language to the defendant:

(a) why it is making the order;

(b) the effect of this order and its requirements;

(c) the consequences which may follow if she fails to comply with any of the requirements of the order (including the fact that she will then be liable to be remanded for the offence in respect of which the order is made); and

(d) that the court has power to review the order on the application of either the

IT IS ORDERED that the defendant, who will reside in Belfast be required for the period of 2 years from time to time to be under the supervision of a Probation Officer appointed for or assigned to that area and it is further ordered that the defendant shall during the said period comply with the following requirements:

Defendant shall keep in touch with the Probation Officer in accordance with such instructions as may from time to time be given.
Defendant shall notify the Probation Officer of any change of address;

Dated 7-OCT-2016 at Laganside Courts
Bob Crochet
ppChief Clerk

Court orders will detail the venue in which they were made.
Councillor Brian Bloomfield MBE
The Rt Worshipful The Mayor
Lisburn & Castlereagh City Council
Civic Headquarters
Lagan Valley Island
Lisburn
Co Antrim
BT27 4RL

19th October 2016

Re: Britain in Bloom 2016 Results

Dear Councillor Bloomfield MBE

On behalf of the Northern Ireland Local Government Association, I would like to congratulate you on your council’s wonderful success in achieving a Gold Award and category winner in the “Large Village” category for Hillsborough, along with a special award in the 2016 Royal Horticultural Society (RHS) Britain in Bloom awards.

Your council has already achieved many great successes in the Translink Ulster in Bloom competition and has gone on to further accomplish huge recognition in this year’s RHS Britain in Bloom awards, the overall results of which were a significant achievement for Northern Ireland. I would like to express my sincere admiration to you and to the many volunteers and supporters in your area for all their hard work and dedication and I welcome this further recognition for your council’s work.

I would encourage you to put this letter within the agenda of the Council or the most appropriate Standing Committee. Your council is a credit to Northern Ireland.

Yours sincerely

Derek McCallan
Chief Executive, Northern Ireland Local Government Association

CC. Dr Theresa Donaldson, Chief Executive, Lisburn & Castlereagh City Council, Mr Mark Gregg, Lisburn & Castlereagh City Council and Mr William Torrens, Lisburn & Castlereagh City Council.