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LISBURN & CASTLEREAGH CITY COUNCIL

Island Civic Centre
The Island
Lisburn
BT27 4RL

22 March, 2018

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, 27 March, 2018 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 February, 2018**

5 **MATTERS ARISING**

6 **DEPUTATIONS**

(None)

7 **BUSINESS REQUIRED BY STATUTE**

(i) **Signing of Legal Documents**

- Lisburn and Castlereagh City Council and Escapade HW Limited of Dundonald International Ice Bowl, 111 Old Dundonald Road, Dundonald, Belfast, BT16 1XT – Lease relating to part of the Basement (Escape Rooms) at Dundonald International Ice Bowl
- Lisburn and Castlereagh City Council and Erroyl Samuel Dougherty and Bertha Dougherty of 92A Comber Road, Dundonald, Belfast, BT16 2AG – Contract (Memorandum of Sale) in relation to the disposal of lands adjoining 92A Comber Road, Dundonald
- Lisburn and Castlereagh City Council and Hi-Tech Security Services of 54 Hillhall Road, Lisburn, BT27 5BX – Contract for Out of Hours Dog Control Service
- Lisburn and Castlereagh City Council and Northern Ireland Housing Executive, 2 Adelaide Street, Belfast – Development Agreement – Drumbo Village Renewal Scheme

8 **ADOPTION OF MINUTES OF COMMITTEES**

Leisure and Community Development Committee	6 March 2018
Environmental Services Committee	7 March 2018
Development Committee	7 March 2018
Corporate Services Committee	13 March 2018
Capital Projects Committee	13 March 2018

(Special) Development Committee
(Special) Leisure and Community Development Committee
(Verbal Report will be provided)

21 March 2018

26 March 2018

Planning Committee (For Noting)

5 February 2018

9 REPORT FROM CHIEF EXECUTIVE

Items for Noting

- 1 Carriageway Conditions in Lisburn & Castlereagh Area
- 2 Changes to Committee Membership
 - 2.1 DUP Committee Membership
 - 2.2 Councillor C Quinn
- 3 Special Meeting of Council – 29 May 2018
- 4 Enforcement of Article 40 Agreement Brokerstown
- 5 International Fund for Ireland – Annual Report and Accounts 2017
- 6 Letter from Kensington Palace
- 7 News-Sheet of the Central Appointments Unit – All Aboard

10 REPORTS OF MEMBERS ON BOARDS
(None)

11 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE
(None)

12 NOTICE OF MOTION

No. 1 In the name of Alderman W A Leathem on the subject of conferring the Honorary Freedom of the City on Mrs Joan Christie CVO, OBE (copy attached)

13 CONFIDENTIAL BUSINESS
(None)

14 ANY OTHER BUSINESS

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Monthly Meeting of Council held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 27th February 2018 at 7:00 pm.

PRESENT:

The Right Worshipful The Mayor
Councillor T Morrow

Deputy Mayor
Councillor H Legge

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

Councillors N Anderson, J Baird, R T Beckett, R B Bloomfield
MBE, S Carson, D J Craig, A P Ewing, J Gallen, O Gawith,
A Givan, B Hanvey, V Kamble, J McCarthy, A McIntyre,
U Mackin, B Mallon, T Mitchell, J Palmer, C Quinn,
A Redpath, S Skillen and R Walker

IN ATTENDANCE:

Chief Executive
Director of Environmental Services
Director of Leisure and Community Wellbeing
Director of Service Transformation
Lead Head of Planning & Building Control
Head of Marketing and Communications (Mrs C Bethel)
Member Services Officer
Attendance Clerk

Commencement of the Meeting

The Right Worshipful The Mayor, Councillor T Morrow, welcomed all present to the meeting, following which the Chief Executive outlined the evacuation procedures in the event of an emergency.

Councillor Morrow requested that all mobile phones be switched off or put on silent for the duration of the meeting.

Prayers

The Right Worshipful The Mayor, Councillor T Morrow, expressed condolences in respect of the recent deaths of:-

- Mr Jack Kerr, Father of Mrs Barbara Smart (Member Services Officer)
- Mr Jack Beattie MBE , a former Mayor of Castlereagh Borough Council
- Mr William Ward, a former Member of Lisburn City Council (who had passed away in November 2017).

The Right Worshipful The Mayor asked that the families of the deceased be held in Members' thoughts and prayers.

The Right Worshipful The Mayor spoke of the late Mr Beattie with whom he had served on Castlereagh Borough Council and for whom he had the highest personal regard. These sentiments were echoed by Alderman G Rice. Mr Beattie's funeral would take place on Thursday 1st March 2018 at 2.30 pm in Carryduff Presbyterian Church.

As a mark of respect to the late Mr Jack Beattie and as an acknowledgment of his civic and community service, The Right Worshipful The Mayor invited those present to observe a minute's silence.

The Right Worshipful The Mayor, Councillor T Morrow, welcomed Gen Kelsang Chitta from the Potala Buddhist Centre, Ormeau Road, Belfast, to the meeting. Gen Chitta is a Buddhist nun and a resident teacher at the centre where she takes classes on meditation which is central to the Buddhist way of life. Gen Chitta spoke of the Buddhist religion and read a passage and a poem from two publications.

The Right Worshipful The Mayor, Councillor T Morrow, thanked Gen Chitta for her attendance and she left the meeting. (7.15 pm).

1. Business of The Right Worshipful The Mayor

The Right Worshipful The Mayor, Councillor T Morrow, outlined the engagements he had attended and visits made during the month as follows:-

- "Volunteer Now" reception
- Reception at LVI to mark the 60th anniversary of Lisnagarvey High School
- Business visit to Olympic Lifts along with the Chairman of the Development Committee
- Northern Ireland Motorcycle Festival at the Eikon Centre
- Lagan Navigation Trust story-making awards event
- Adult Health Fair at Lisburn Library
- Waitangi Day lunch at Ballance House
- Lisburn Business Education Partnership Careers Convention
- Start of the Business Games
- Transformational Leadership conference at LVI
- Belfast Regional City Deal update at Downpatrick
- Reception at LVI to mark the 175th anniversary of Christ Church Lisburn
- Launch of new defibrillator at Drumbo
- "Care Day" at TSL House, Lisburn
- Service at LVI to mark the 40th anniversary of the La Mon House Hotel bombing
- Meeting of Sir Richard Wallace Bi-Centenary Working Group
- Reception for Midwives
- Dromara Youth Group cookery final
- Royal Ulster Rifles Association dinner at Lighters, LVI
- Book launch of "Putting the Creative into Creative Writing"
- Meeting with Lambeg Ladies' Golf Club

The Right Worshipful The Mayor, Councillor T Morrow, made specific mention to the poignant event at Lagan Valley Island on the 17th February 2018 to mark the 40th anniversary of the La Mon House Hotel bombing in which 12 persons had lost their lives.

The Right Worshipful The Mayor expressed his appreciation to all who had attended the event and to the staff of the Council, in particular the Head of Central Support Services, the Civic Events Officer and MCU, for their significant contribution to the research for the event and the organisation of the event itself. Councillor Morrow asked that his appreciation be conveyed to the staff involved. Councillor Morrow also thanked Councillor S Carson for his contribution and assistance in regard to the event in his role as Chairman of the Corporate Services Committee.

During the Mayoral business, Councillors N Anderson and V Kamble left the meeting at 7.16 pm and 7.17 pm respectively.

The Right Worshipful The Mayor, Councillor T Morrow, expressed his appreciation to the Deputy Mayor, Councillor H Legge, for having attended a number of events on his behalf during the last month, as follows:-

- Holocaust Day event in Londonderry
- “Stop Smoking Campaign” event
- Lagan Valley Navigation Trust story-making festival
- Team NI celebration for the 21st Commonwealth Games
- Book launch of “The Maze Prison”

The Right Worshipful The Mayor advised that he had two copies of “The Maze Prison” publication which Members were welcome to borrow.

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman M Henderson MBE; Councillors A Girvin, J Gray MBE, A Grehan, L Poots, M H Tolerton and N Trimble.

The Right Worshipful The Mayor, Councillor T Morrow, welcomed Alderman G Rice back to the Council following a recent spell of illness. Alderman Rice thanked Councillor Morrow for his good wishes and expressed her thanks to all who had conveyed their best wishes to her during her period of ill health.

Councillor N Anderson returned to the meeting. (7.21 pm)

3. Declarations of Interest

Declaration of Interest forms were submitted as follows:-

- Councillor H Legge – Item 7(i) – Business Required by Statute – Signing of Legal Document regarding “Lisburn and Castlereagh City Council and Northern Ireland Housing Executive of The Housing Centre, 2 Adelaide Street, Belfast, BT2 8PB – Contract (Memorandum of Sale) in respect of the purchase of lands known as Glenmore Drive, Lisburn, County Antrim”. (Member of the Board of the Northern Ireland Housing Executive.)
- Councillor H Legge – Item 6 of the Report of Chief Executive – “Northern Ireland Housing Executive Independent Reference Group Report into Fire Safety in Housing Executive Tower Blocks”. (Member of the Board of the Northern Ireland Housing Executive.)
- Alderman S Martin – Item 8 of the Report of Chief Executive – “Increase in Court Fees”. (Officer of the Court of Judicature of Northern Ireland.)

4. Council Minutes

On the Proposals as detailed below, it was agreed that the undernoted minutes of the meetings of Council be confirmed and signed:-

- Meeting of Council held on the 23rd January 2018 as proposed by Councillor A Redpath and seconded by Alderman A G Ewart;
- Special Meeting of Council held on the 8th February 2018 as proposed by Councillor S Carson and seconded by Alderman A G Ewart;
- Special Meeting of Council held on the 12th February 2018 as proposed by Alderman T Jeffers and seconded by Councillor A P Ewing;
- Special Meeting of Council held on the 19th February 2018 as proposed by Councillor A Givan and seconded by Alderman A G Ewart

Councillor V Kamble returned to the meeting. (7.22 pm)

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 made by Councillor D J Craig and seconded by Alderman G Rice, it was agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and Northern Ireland Housing Executive of The Housing Centre, 2 Adelaide Street, Belfast, BT2 8PB – Contract (Memorandum of Sale) in respect of the purchase of lands known as Glenmore Drive, Lisburn, County Antrim.
- Lisburn and Castlereagh City Council and Mount Charles Group Limited of Annon House, 261-263 Ormeau Road, Belfast, BT7 3GG – Contract for the Provision of Cleaning Services.
- Lisburn and Castlereagh City Council and OHRD Limited of Princes House, 44-46 Princes Street, Belfast, BT1 3FP – Contract for the Supply and Delivery of Occupational Health Service.

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 February 2018

Proposed by Alderman J Tinsley

Seconded by Councillor R Walker

Page 144, Item 7.5

Community Festival Funding Application Process

It was proposed by Alderman S P Porter, seconded by Alderman J Tinsley and agreed that – under exceptional circumstances and so as to address confusion over an earlier than usual closing date and to ensure that all groups were in receipt of the prior notification - a further three weeks be allowed for the receipt of Community Festival Funding applications. (The Chairman of the Committee and the Director of Leisure & Community Wellbeing were both in agreement with this course of action.)

Environmental Services Committee

7 February 2018

Proposed by Alderman T Jeffers

Seconded by Councillor A Givan

Development Committee

7 February 2018

Proposed by Alderman A G Ewart
Seconded by Councillor A P Ewing

Page 157, Item 4.1.1
Guidance Note LDP and Soundness

Councillor U Mackin advised that further information in regard to the above matter had been received from the Department.

It was proposed by Councillor U Mackin, seconded by Councillor J Baird and agreed that the above item of business be referred back to the Development Committee so as to allow consideration of the information referred to above. (The Chairman of the Committee was in agreement with this course of action.)

Corporate Services Committee

13 February 2018

Proposed by Councillor S Carson
Seconded by Councillor C Quinn

For Noting

Planning Committee

8 January 2018

The minutes of the Planning Committee meeting of the 8th January 2018 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on the 5th February 2018. It was proposed by Councillor N Anderson, seconded by Alderman W J Dillon and agreed that their contents be noted.

9. Reports from Chief Executive

Item for Decision

9.1 #PARTOFHERE Campaign - Request for Delegated Authority

Members were advised that the Leisure & Community Development Committee had considered the above matter at its meeting held on the 6th February 2018 and would again consider it at its meeting to be held on the 6th March 2018.

To ensure that any agreed campaign could be delivered within the timescales agreed within the action plan and financial year, it was agreed on a Proposal made by Councillor C Quinn and seconded by Alderman G Rice that delegated authority be provided to the Leisure & Community Development Committee at its meeting to be held on the 6th March 2018 to consider and agree the #PARTOFHERE Campaign.

Items for Noting

It was proposed by Councillor J McCarthy, seconded by Councillor B Mallon and agreed that the report and recommendations of the Chief Executive in regard to the undernoted items be adopted, subject to any decisions recorded below.

9.2 Questions asked by Members following presentation of DFI Roads Progress Report on 27th November 2017

Members were reminded of the presentation in regard to the Eastern Division Report which officials of that Division had made to the Special Meeting of Council on the 27th November 2017.

Copy of a letter dated the 9th February 2018 from the Department for Infrastructure responding to issues raised in regard to the presentation had been provided with the Chief Executive's report.

It was agreed that:-

- Item 1 of the response (LDI/Article 40 road improvements) be discussed "in Committee";
- in noting the response of the 9th February 2018, Members' comments be also noted in regard to the inadequate responses which they considered were being provided to items raised with Eastern Division and also the fact that Eastern Division was failing to arrange meetings with Members on certain items on which they had given a commitment to do so.

9.3 Carryduff/Saintfield Road Traffic Issues – Update on Action Plan

Aldermen W J Dillon and D Drysdale; Councillors N Anderson, D J Craig, B Hanvey and U Mackin left the meeting. (7.30 pm)

Members noted the content of a letter dated the 13th February 2018 from the Department for Infrastructure by way of response to a request for an update on the action plan for the above which had been drawn up following a meeting on the 11th October 2017. Traffic surveys were being carried out in seven locations and on receipt of a report in respect thereof (expected in March 2018), detailed speed limit analysis in line with the current policy document "Setting Local Speed Limits in Northern Ireland" could be progressed.

Alderman G Rice expressed concern at the volume of traffic using the above route and stated that she had observed no evidence as to how Eastern Division was or was going to deal with this matter.

Alderman W J Dillon and Councillors N Anderson, D J Craig, B Hanvey and U Mackin returned to the meeting. (7.31 pm)

9.3 Carryduff/Saintfield Road Traffic Issues – Update on Action Plan
(Continued)

Councillor B Hanvey requested that the letter dated the 13th February 2018 as referred to above be shared with the Carryduff Regeneration Forum as they had been part of the meeting with the Department on the 11th October 2017. This was agreed on a Proposal made by Councillor Hanvey and seconded by Councillor N Anderson.

Aldermen D Drysdale returned to the meeting. (7.33 pm)

9.4 Centenary of the Representation of the People Act 1918

Members were reminded of a decision of Council on the 23rd January 2018 that a launch initiative in regard to the above be supported and that the Chief Executive and other relevant Officers be supported in the development of a programme of events in this regard.

The Chief Executive now reported receipt of the 2018 Centenary Events Programme from the Department for Communities, copies thereof having been provided to Members at the meeting. Details of further events in Northern Ireland marking this centenary would also be made available through www.nidirect.gov.uk/rotpa.

9.5 Works by NI Water at Queensway, Lisburn

It was agreed that the content of a letter dated the 26th January 2018 from the Private Secretary, Department of Infrastructure, responding in the absence of a Minister to representations from the Council in regard to the above issue be noted.

Councillor D J Craig highlighted an inaccuracy in the letter. The inaccuracy related to the period during which NI Water had indicated they would carry out the works at Queensway. NI Water had stated at a meeting that work would continue during the next school holiday period. However a few days later, the work had been completed at night.

It was proposed by Councillor D J Craig, seconded by Councillor A Redpath and agreed that the inaccuracy referred to above be brought to the attention of NI Water.

9.6 Northern Ireland Housing Executive
Independent Reference Group Report into Fire Safety in Housing
Executive Tower Blocks

It was agreed that the content of an e-mail dated the 29th January 2018 from the Chief Executive of the Northern Ireland Housing Executive providing information on the establishment of an Independent Reference Group to review fire safety arrangements within the Housing Executive's 33 tower blocks be noted. Attendant documentation had been forwarded to Elected Members under separate cover and was also available on request from the Chief Executive's Office.

9.6 Northern Ireland Housing Executive
Independent Reference Group Report into Fire Safety in Housing
Executive Tower Blocks (Continued)

It was noted that staff from the local offices of the NI Housing Executive would be visiting all tower blocks to distribute individualised Tower Block Fire Safety Leaflets over the next couple of weeks and that these would also be forwarded to the Council for information.

9.7 2018 Review of Parliamentary Constituencies
Publication of Boundary Commission for NI Revised Proposals
(Closing date: 26th March 2018)

Members noted the content of an e-mail dated the 30th January 2018 from the Boundary Commission for NI regarding the above matter on which comments are sought by the 26th March 2018.

Full details of the consultation are available at www.bcni2018.uk and at www.boundarycommission.org.uk. Public display areas were detailed in the Chief Executive's report, it be noted that – for Lisburn & Castlereagh City Council – the display points were the reception areas of Lagan Valley Island and Bradford Court.

9.8 Increase in Court Fees as from 1st April 2018

It was agreed that the content of an e-mail dated the 21st February 2018 from the NI Courts and Tribunals Service providing notice in regard to the increase in court fees as from the 1st April 2018 be noted. The new fees were available in the fees section of the Department of Justice website <https://www.justice-ni.gov.uk/articles/court-fees-0>.

9.9 Annual Meeting of Council - 2018

Members noted that - following consultation with The Right Worshipful The Mayor, Councillor T Morrow, and in accordance with Standing Orders – it had been agreed that the Annual Meeting of Council be convened on Friday 8th June 2018 at 12 noon.

9.10 Away Day – 24th January 2018

Members noted that the Outcomes Report from the Away Day of the 24th January 2018 would be presented for consideration to the Corporate Services Committee at its meeting to be held on the 13th March 2018 with all Members being invited to be in attendance.

Additional Report

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

9.11 Nuclear Free Local Authorities (NFLA)
All Ireland Forum Spring Policy Seminar
“The future direction of Irish energy policy – A seminar for Irish Councils”
9th March 2018
Omagh Council Offices, Mountjoy Road, Omagh

Members had been provided with details of the above seminar for which there was no fee, the only expenses applicable being those in relation to travel.

It was proposed by Alderman J Tinsley and seconded by Councillor N Anderson that no nominations be made to the above seminar.

Councillor O Gawith proposed that the Council be represented at the seminar and indicated his interest in attending. There was no seconder.

The proposal in the name of Alderman J Tinsley was put to the meeting and – on a show of hands – declared “carried”, the voting being 19 votes in favour and 14 votes against. No nominations to the seminar would therefore be made.

9.12 Northern Ireland Local Government Association
Code of Conduct - Refresher Information Sessions

Members were advised of the following refresher information sessions being organised by NILGA in regard to the Code of Conduct:-

- 7th March 2018 at Glenavon Hotel, Cookstown (12.30 pm – 2.30 pm)
- 27th March 2018 at Bangor Castle, Bangor (5.30 pm – 7.30 pm)

Officials from the Local Government Commission for Standards would address the sessions for which there was no fee, the only expenses applicable being those in relation to travel.

The Local Government Commission for Standards would:-

- discuss how they deal with allegations that councillors have breached their Code of Conduct
- outline a councillor’s responsibilities under the Code and explain in practical terms how councillors can maintain compliance.

Members were reminded that a training session by the Local Government Commission for Standards was being organised by the Council and would address various issues including those relating to planning.

9.12 Northern Ireland Local Government Association
Code of Conduct - Refresher Information Sessions (Continued)

It was proposed by Councillor A P Ewing, seconded by Councillor J McCarthy and agreed:-

- to note that a date was awaited from the Local Government Commission for Standards in regard to Code of Conduct training which would address various issues including those relating specifically to planning;
- that any Member interested in attending either of the NILGA training events referred to above notify Member Services accordingly so that registration might be organised.

10. Reports from Members on Boards

There were no reports from Members on Boards.

11. Reports on Decisions subject to the Reconsideration Procedure

11.1 Call-In re Overturn of decision by Council at its meeting on the 23rd January 2018 on the appointment of an independent member to the Governance & Audit Committee

A report on the above matter had been contained in the Chief Executive's confidential report.

Councillor O Gawith advised that the Call-In had been withdrawn. The Chief Executive did not therefore present her report on this matter.

In response to comments made by Alderman W A Leathem, the Chief Executive apologised for the omission of certain items of correspondence in her report associated with the Call-In. The Chief Executive undertook to provide all Members with all papers associated with the Call-In and gave an assurance that they would all be held on file.

As a point of information, The Right Worshipful The Mayor, Councillor T Morrow, advised that a comment contained in the legal opinion and attributed to him, had not been made by him at all.

12. Notice of Motion

There were no Notices of Motion.

13. Confidential Business

13.1 Call-In re Overturn of decision by Council at its meeting on the 23rd January 2018 on the appointment of an independent member to the Governance & Audit Committee

Dealt with under Item 11.1.

The Council had earlier agreed at Item 9.2 that an issue in relation to LD1/Article 40 junction improvements would be discussed “in Committee”.

It was proposed by Alderman W A Leathem, seconded by Councillor N Anderson and agreed that the above item be considered “in Committee”, in the absence of members of the press and public being present.

13.2 LD1 and Article 40 road improvements

It was proposed by Alderman W A Leathem, seconded by Alderman S P Porter and agreed that the Lead Head of Planning & Building Control discuss with the Council’s legal advisors, ways in which matters relating to the above could be progressed as a matter of urgency as the DFI Roads Division was not achieving adequate progress in this regard.

The Right Worshipful the Mayor, Councillor T Morrow, asked for any other items of a confidential nature to be raised at this point in the meeting.

13.3 Councillor M H Tolerton

Alderman W A Leathem updated Members in regard to Councillor M H Tolerton who remained seriously ill in hospital. Alderman Leathem reminded those present to keep both Councillor Tolerton and her family in their thoughts and prayers.

13.4 Lisburn & Castlereagh Policing & Community Safety Partnership
Councillor A McIntyre

Councillor A McIntyre, Chairman of Lisburn & Castlereagh PCSP, updated Members on a recent item of business relevant to that body.

It was proposed by Alderman A G Ewart, seconded by Councillor A Redpath and agreed to come “out of Committee” and normal business was resumed.

14. Any Other Business

14.1 Mill Street, Hilden – Pipe bomb explosions on 27th February 2018
Councillor D J Craig

Councillor D J Craig referred to an incident in the early hours of that morning when two pipe bombs had exploded in a house in Mill Street, Hilden which was occupied at the time. Councillor Craig commended the members of Lisburn North who had arrived at the scene to express their condemnation and to offer support. There was a fear that this incident could have further ramifications.

It was proposed by Councillor D J Craig, seconded by Alderman J Tinsley and agreed that The Right Worshipful The Mayor and the members of Council representing Lisburn North:-

- seek a meeting with the PSNI and the housing association associated with the Mill Street area to (i) raise concerns about how the incident of the 27th February 2018 had been handled and (ii) address issues which could arise in its aftermath;
- meet in the Mayor's Parlour immediately after the Council meeting so as to discuss this matter and the proposed deputation to the PSNI and the housing association in question.

14.2 International Women's Day – 8th March 2018
Deputy Mayor, Councillor H Legge

It was proposed by the Deputy Mayor, Councillor H Legge, seconded by Alderman G Rice and agreed that the Island Civic Centre be lit up on the 8th March 2018 to mark International Women's Day, the preferred colour combination being purple, green and white and – if not practical – then purple.

14.3 Item of personal belongings found adjacent to Lagan Valley Island
The Right Worshipful The Mayor, Councillor T Morrow

The Right Worshipful The Mayor, Councillor T Morrow, made Members aware of an item of personal belongings which had been found adjacent to the River Lagan at Lagan Valley Island.

14.4 Councillor C Quinn – Resignation from Council

Councillor C Quinn advised those present that the meeting was the last he would attend in his capacity as an Elected Member as he had decided to resign from the Council for personal reasons. Councillor Quinn paid tribute to the Directors of the Council for their support and advice during his period of service and also to his Elected Member colleagues for their support and friendship.

Representatives from all parties thanked Councillor Quinn for his contribution to the activities of the Council and wished him all the best for the future.

MM 27.02.2018

There being no further business for consideration, the meeting concluded at 8.17 pm.

Mayor

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 6th March 2018 at 5.30pm

PRESENT:

Alderman J Tinsley (Chairman)

The Right Worshipful The Mayor
Councillor T Morrow

Aldermen M Henderson MBE, S Martin and S P Porter

Councillors R T Beckett, R B Bloomfield MBE, A Givan, A McIntyre, T Mitchell and R Walker.

OTHER MEMBER:

Councillor John Palmer

IN ATTENDANCE:

Lisburn & Castlereagh City Council
Director of Leisure & Community Wellbeing
Head of Service (Cultural & Community Services)
Head of Service (Parks & Amenities)
Head of Service (Sports Services)
Member Services Officer
Acting Head of HR & OD (For Item 5.1)

Commencement of Meeting

The Chairman of the Committee, Alderman J Tinsley, extended a welcome to all present and he then proceeded to outline the evacuation procedures in the case of an emergency.

The Chairman asked that any Member entering or leaving the meeting alert him accordingly so that the Member Services Officer 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, Councillor H Legge, Aldermen W A Leathem, Councillors N Anderson and J Gray MBE.

2. **Declarations of Interest**

The Chairman, Alderman J Tinsley, 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 their places.

There were no Declarations of Interest were made at this point, however, during the meeting, the Chairman, Alderman J Tinsley declared an interest in Item 4.5.2

'2018 / 2019 Third Party Community Funding Allocations' as a Board member of Lagan Valley Rural Transport.

3. Minutes

It was agreed that the minutes of the meeting of the Leisure and Community Development Committee held on the 6th February 2018 as adopted by the Council at its meeting on 27th February 2018 be confirmed and signed.

4. Report from the Director of Leisure & Community Wellbeing

It was proposed by Councillor B Bloomfield, seconded by Councillor R T Beckett and agreed that the main report and recommendations of the Director of Leisure & Community Wellbeing be adopted, subject to any decisions recorded below.

4.1 Foreign & Commonwealth Office: Request to Support "Commonwealth Big Lunch" Initiative

Members considered correspondence received from the Minister of State for the Commonwealth and the UN, on behalf of the Foreign and Commonwealth Officer, to host an event marking Commonwealth Day and to support the "Commonwealth Big Lunch" initiative. It was agreed to recommend that the Council hold a flag flying ceremony on Commonwealth Day.

Following a discussion regarding the level of involvement the Council should have with the "Big Lunch" initiative, it was agreed to recommend the Council support the concept of the "Big Lunch", as it encourages community spirit and that this year, and given the short notification, it was further agreed to recommend that the Council's Community Services staff organise a Lunch event in the Bridge Community Centre for representatives of registered local community groups, with the Mayor, and Chairman of the Leisure & Community Development Committee in attendance.

Alderman S Martin entered the meeting during consideration of this item at 5.34pm.

4.2 Museum Services Review: Special Meeting of the Leisure & Community Development Committee.

Members were advised that the Chairman had agreed that a Special Meeting of the Committee would be held on Monday 26th March 2018 at 5.30pm to discuss the Museum Services Review undertaken.

4.3 Departmental Budget Report

Members noted the Departmental Budget Report for the Period 1st April 2017 to 31st March 2018 setting out the position as at 31st January 2018.

It was proposed by Alderman S P Porter, and seconded by Councillor A Givan and agreed to recommend that CMT explore how underspend arrived at by the end of the Financial Year could be set aside in a fund which community and sport groups could apply to for assistance.

Verbal Item:

4.4 Table Tennis Tournament

It was agreed to recommend that the Committee would co-host a reception with Economic Development on 20th March 2018, celebrating the international table tennis tournament taking place between Ireland and Lithuania, at a total cost of £480.

4.4 Report from the Head of Service (Parks & Amenities)

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

4.4.1 Tonagh Play Park

Members considered correspondence received from NIHE regarding the Council's request that land on Tonagh green space would be transferred to the Council's ownership at nil cost, for the proposed construction of a play park. NIHE had advised that any transfer of land would be at full market value as assessed by LPS.

Following a discussion on this issue, it was agreed to recommend that the Council write to the NIHE outlining its disappointment with this response. Members stated that the Council would be content to fund the construction and maintenance of the play park in exchange for the transfer of this land. The construction of the Play Park would benefit the NIHE residents in this area and should be welcomed.

It was further agreed to recommend that a letter outlining this position, and seeking support in a community planning context would be sent to the Local Community Planning Partnership before its next meeting and that a letter to the local community group would be issued keeping it apprised of the situation.

4.4.2 Translink Ulster in Bloom 2018

It was agreed to recommend that the Council enter the following areas in the Translink Ulster in Bloom 2018 competition:

Small City	Lisburn City
Town	Dundonald
Small Town	Carryduff, and Moira
Large Village	Hillsborough & Maghaberry (new entry)
Village	Dromara

4.4.3 Lagan Valley Regional Park – Service Level Agreement

It was agreed to recommend that approval be given to the Service Level Agreement between the Council and Lagan Valley Regional Park (LVRP) Ltd and that it be progressed for execution on behalf of the Council, under seal.

4.4.4 Local Biodiversity Action Plan (LBAP)

Members considered the draft of the Local Biodiversity Action Plan and it was agreed to recommend to Council that this plan be approved.

4.4.5 Request to Sell Council Land: Moat Park, Dundonald

Members considered correspondence received from St Elizabeth's Church of Ireland in Dundonald requesting to purchase an area of Moat Park for the purposes of expanding the adjacent cemetery.

The Committee agreed to recommend that the Council do not accede to this request as this would impact on the green public amenity space available in that area.

4.4.6 Keep Northern Ireland Beautiful – “Live Here Love Here” Small Grants Scheme

Members were advised that under the Keep Northern Ireland Beautiful programme, a small grants scheme called 'Live Here Love Here' will be open to applications between 16th April and 28th May 2018. Members noted that an information evening has been scheduled to take place on 10th April 2018 in the Council's Civic Headquarters. It was agreed to recommend that the Council support this scheme and encourage groups to attend the information evening.

4.4.7 Council Lands at Hillsborough Road: Tree Survey and Resulting Arboricultural Works

Members were advised of the recent independent tree survey commissioned on behalf of the Council which took place on land owned by the Council adjacent to Hillsborough Road, Lisburn. Following this survey, a number of recommendations were provided including the need for tree maintenance to be conducted before the nesting season begins. Members noted that this work would involve temporary road closures and it was agreed that road closures would be made public via the Council's social media platforms.

4.4.8 Dog Control Orders Public Consultation

Members noted the Proposed Dog Control Orders which has been issued for public consultation.

Alderman M Henderson informed the Committee that he has already notified the Environmental Health Service Unit that assistance dogs trained to help people with autism had not been specifically listed in 'The Dogs Exclusion (Lisburn Castlereagh) Order 2018.

4.4.9 “Spring Flings and Easter Things” Event

Members noted the plans outlined for the upcoming “Spring Flings and Easter Things” event planned to take place on the 31st March 2018 at Moat Park.

4.4.10 Leisure and Community Development: Capital Projects Update

Members noted the update provided regarding the Council's Leisure & Community Wellbeing Capital Projects, excluding the Dundonald International Ice Bowl Redevelopment Project which is being taken forward by the Capital Projects Committee.

Verbal Item:

4.4.11 Dome in Wallace Park

Members were advised that in anticipation of the recent bad weather, the dome in Wallace Park was taken down to prevent it from being damaged. Unfortunately during this process, the dome was slightly damaged along a seam, which will require repair before the dome can soon be re-erected.

4.5 Report from the Head of Service (Culture & Community Services)

It was proposed by the Councillor T Mitchell, seconded by Councillor A McIntyre and agreed that the report and recommendations of the Head of Service (Culture & Community Services) be adopted, subject to any decisions recorded below.

Verbal Item:

4.5.1 Presentation by AECOM and Helen Matthews Consulting

The Head of Services (Culture & Community Services) advised Members the presentation by AECOM and Helen Matthews Consulting regarding the Former Derriagh Primary School site that had been originally scheduled for the Committee in March, was now postponed until April's meeting as a result of further work being required to complete the feasibility study.

4.5.2 2018 / 2019 Third Party Community Funding Allocations

The Chairman declared an interest as a board member of the Lagan Valley Rural Transport (listed as a funding recipient in this item) and therefore asked the Vice-Chairman, Councillor R Walker to chair this item.

It was agreed to recommend that Council approve that the third party grants 2018/2019 be awarded to the organisations as outlined in the Head of Service's (Culture and Community Services) report.

Grants were awarded to organisations subject to an Agreement/Letter of Offer being in place, the provision of evidence showing agreed outcomes relating to the financial assistance provided in 2018/2019 had been successfully delivered, and receipt of most recent approved accounts, being submitted.

4.5.3 Pride of Place Awards 2018

Members agreed to recommend that the Council should participate in the Pride of Place Awards 2018. It was further agreed to recommend that this participation would be based on the same format used in 2017, which included the

establishment of a working group consisting of the Mayor, Chair & Vice Chair of Leisure & Community Development and relevant Officers to consider nominations, and that the Council would meet expenses accrued for nominations and judges' visits and that a maximum of three nominations would be considered.

4.5.4 2018 / 2019 Good Relations Action Plan

Members agreed to recommend that the 2018 / 2019 Good Relations Action Plan, as submitted to the Executive Office, be approved.

4.5.5 #PARTOFHERE Campaign

At the meeting, Members were provided with a circulated paper displaying updated visuals and messaging proposed for the #PARTOFHERE campaign. Members welcomed the changes which included images of local people and scenes. Members were advised that the people used in the images had agreed to participate in this campaign. Under delegated authority, it was agreed to approve the revised visuals, with one amendment to the 'Founded Here, Invest Here' message being made to read 'Founded Here, Invested Here'.

4.5.6 Centenary of the Representation of the People Act 2018: Proposed Blue Plaque for Mrs Lilian Metge

It was agreed to recommend that a formal request would be submitted to the Ulster History Circle for the erection of a Blue Plaque in recognition of Mrs Lilian Metge and her role with the women's suffrage movement. It was further agreed to recommend that other options on how to recognise Mrs Metge locally would be explored, with a paper being returned to the Committee at a later date.

4.5.7 Funding Request – Wallace High School

It was agreed to recommend that Wallace High School receive a grant of £3,000 to assist with travel costs associated with events taking place at The Wallace Collection, Hertford House, London as part of the Wallace Bicentenary celebrations. Members indicated that it was expected that the Council's contribution would be noted by the school during these events and that an invitation to attend would be issued to the Chairman and Vice-Chairman of the Leisure and Community Development Committee.

4.5.8 Royal Wedding Celebration Community Grant Fund

Members noted that 36 applications had been received under the Royal Wedding Celebration Community Grant Fund, requesting a total of £18,000. Members were advised that the budget resource identified for this fund was originally £10,000.

Members agreed to recommend to Council that grants offered would be reduced to £400 per application and that the resource to fund this scheme would be increased by an additional £3,200.

Alderman S P Porter asked that Officers review application number 27 which has been deemed ineligible and the Chairman, Alderman J Tinsley asked for sight of this review once completed.

4.5.9 Community Support Grant 2018 / 2019

Members were advised that 69 applications requesting a total of £204,240 had been made to the Community Support Grant 2018 / 2019, exceeding the resource available. Members considered three options outlined in the assessment report regarding how to allocate funding to the eligible groups.

Following a discussion, it was proposed by Councillor A Givan, seconded by Councillor T Mitchell and agreed to recommend that the Council adopt Option 1 which would reduce all eligible applications by 18.8%.

4.5.10 The Return to 'Civvy Street' Conference

Members considered correspondence received regarding the Return to 'Civvy Street': Fulfilling Our Duties to Armed Forces Veterans Conference being held on Thursday 22nd March 2018 in the Grange Wellington Hotel, London. Members agreed to recommend that the Chairman and/or Vice-Chairman or their nominee represent the Council at this conference.

4.5.11 Arts Grants/Making Art in Communities Allocation 2018 / 2019

Members noted the funding allocations made through the Arts Grants Scheme and the MAC Grants Scheme 2018/2019, (circulated at the meeting) under the Council's Scheme of Delegation.

Members suggested that additional assistance should be made available in the future to youth groups who may not have established knowledge of the Council's application process.

Verbal Item:

4.5.12 Letter of Variance - Department for Communities

The Head of Services (Culture & Community Services) advised Members that the Department for Communities has written to advise that a variance of £6,787.50 has arisen from the Community Support Programme and this additional money being made available to the Council must be spent by the end of this Financial Year which Members agreed to accept.

Verbal Item:

4.5.13 Carryduff Scheme Update

Alderman M Henderson asked for an update on the Carryduff Scheme at the next meeting.

Alderman M Henderson left the meeting following the conclusion of the Head of Services (Culture and Community Services) report at 6.20pm.

4.6 Report from the Head of Service (Sports Services)

It was proposed by the Vice Chairman, R Walker, seconded by Councillor T Mitchell and agreed that the report and recommendations of the Head of Service (Sports Services) be adopted, subject to any decisions recorded below.

4.6.1 Laurelhill Sports Zone – Sport NI – Multi-Facility Fund

Members noted that the Sport NI – Multi-Facility Fund opened on 1st March 2018 with an indicative budget of £6.75 million, available for applications. Available Awards would be between £100,000 and £1,000,000. Any eligible application made by the Council would receive a maximum of 60% funding through this scheme and the Council has given its intention to apply to this fund to progress the provision of hockey, soccer, boxing and other facilities at Laurelhill Sports Zone.

4.6.2 Laurelhill Sports Zone – Planning Application

Members received an update on the proposed planning application for the multi-facility sport at Laurelhill including the 12 week Pre-Application Notification process already undertaken by the Council. The Head of Service (Sport Services) reassured Members that work has been ongoing to alleviate concerns expressed by local residents regarding potential light and noise pollution, parking, traffic flow and opening hours and further work could be required following feedback from Planners.

Alderman S P Porter raised a number of issues regarding the current application based on residents' concerns, in particular issues relating to light and noise pollution and lack of parking facilities. Alderman S P Porter stated that while he did support the project, he did not think there was a need for plans of this size and suggested that additional parking and reduced light pollution could be achieved by losing one pitch and rotating the other. Following a discussion regarding the proposed planning application, it was agreed to recommend that the application would be progressed with the Council's Planners in its current form, with any necessary amendments being made following advice received as a result of this process.

Alderman S P Porter requested that his dissent in this matter was recorded and stated that he would not be able to support the application in its current format.

Councillor T Mitchell left the meeting during consideration of this item at 6.29pm and returned at 6.31pm.

The Right Worshipful The Mayor, Councillor T Morrow left the meeting during consideration of this item at 6.32pm.

Councillor A McIntyre left the meeting during consideration of this item at 6.36pm and returned at 6.41pm.

4.6.3 Irish Football Association – Grassroots Football Development

It was agreed to recommend that the Lisburn and Castlereagh City Council Grassroots Football Development Officer would be invited to make a presentation during April's Leisure and Community Development Committee to provide Members with an update on the success of the programme, along with potential opportunities for future development.

4.6.4 Overflow Car Park at Lagan Valley Leisureplex – Request by South Eastern Health and Social Care Trust to Extend License Agreement

It was agreed to recommend to Council that the request from the South Eastern Health and Social Care Trust to extend the License Agreement for use of the overflow car park at Lagan Valley LeisurePlex for a further period of two years be approved in principle, subject to contract, and further discussions with the Trust on the terms of the extension.

4.6.5 Golfing Union of Ireland: Ulster Branch – Request to Use Aberdelghy Golf Course for Pierce Purcell Qualifying Sunday 12th May 2019

It was agreed to recommend to Council that the request from the Ulster Branch of the Golfing Union of Ireland to avail of Aberdelghy Golf Course to host a qualifying round of the Pierce Purcell competition on Sunday 12th May 2019 be agreed.

4.6.6 2018 Sport Relief Nation's Billion Steps Challenge

Members noted Lisburn and Castlereagh City Council's participation in the 2018 Sport Relief Nation's Billion Steps Challenge.

5. Confidential Report from the Director of Leisure & Community Wellbeing

The Chairman advised that the reasons for confidentiality were as set out in the agenda, ie:-

- Leisure and Community Wellbeing Department: Staffing (confidential due to information which is likely to reveal the identity of an individual)
- Blaris Cemetery: Update Report (confidential due to information which is likely to reveal the identity of an individual)
- Flexible Retirement Request (confidential due to information which is likely to reveal the identity of an individual)
- Moneyreagh Community Centre: Tender Report for Health & Wellbeing Improvement Works (confidential due to information relating to the financial or business affairs of a particular person - including the Council holding that information)

- Billy Neill Soccer Centre of Excellence & Hydebank Playing Fields: Tender Report in regard to the Procurement of Consultancy Service for the Design & Project Management of the Development of 3G Pitches and Other Works (confidential due to information relating to the financial or business affairs of a particular person - including the Council holding that information)
- Departmental Absence Report (confidential due to information which is likely to reveal the identity of an individual)

“In Committee”

It was proposed by Alderman S P Porter, seconded by Councillor A McIntyre and agreed that the confidential report of the Director of Leisure & Community Wellbeing be considered “in Committee”, in the absence of members of the press and public being present.

It was agreed by Alderman S P Porter, seconded by Councillor A McIntyre that the confidential report and recommendations of the Director of Leisure & Community Wellbeing be adopted, subject to any decisions recorded below and other items noted:-

5.1 Leisure and Community Wellbeing Department: Staffing

The Committee received a presentation, with the aid of PowerPoint, regarding the Fixed Term Contracts positions within the Leisure and Community Wellbeing Department. It was agreed to recommend that the report and recommendations provided would be forwarded to the Efficiency Review Group for consideration alongside information regarding all the Council’s Fixed Term Contracts before going to Corporate Services Committee for further consideration.

5.2 Blaris Cemetery: Update Report

The Committee received a presentation, with the aid of PowerPoint, providing Members with an update relating to Lisburn New Cemetery Extension and Rules and Regulations of the cemetery. It was agreed to recommend to Council that certain rows of Blaris Cemetery would be re-designated as a non-lawn cemetery. It was further agreed to recommend that following the decision taken at the Committee on 7 November 2017, permitting stoned areas around headstones for new plots in sections G to S, that existing graves within the same area would be similarly retro fitted. It was also agreed to recommend that the alternative products advertised within the cemetery would be removed.

Members received legal advice, which was circulated at the meeting, and it was agreed to recommend that Council officers seek further legal advice clarifying a number of queries raised by Members, prior to progressing specific matters.

Alderman S P Porter stated that the late provision of the legal advice did not give Members an opportunity to review it fully. The Director of Leisure & Community wellbeing apologised for the lateness of the advice but explained that it had only recently been received.

Alderman S P Porter left during consideration of this item at 7.29pm and returned at 7.31pm.

5.3 Flexible Retirement Request

It was agreed to recommend to Council that the request for Flexible Retirement from a member of staff within the Sports Services Unit be approved.

5.4 Moneyreagh Community Centre: Tender Report for Health and Wellbeing Improvement Works

Members were provided with a Tender Report in respect to the above. It was agreed to recommend to Council that the tender be awarded to Garden Escapes Ltd.

5.5 Billy Neill Soccer Centre of Excellence and Hydebank Playing Fields: Tender Report in regard to the Procurement of Consultancy Service for the Design and Project Management of the Development of 3G Pitches and Other Works

Members were provided with a Tender Report in respect to the above. It was agreed to recommend to Council that the contract for the design, preparation of tender documentation, procurement and contract supervision be awarded to Rolston Architects.

5.6 Departmental Absence Report

Members noted the information provided detailing the most recent rolling report on Departmental absenteeism.

“Resumption of Normal Business”

It was proposed by Councillor A McIntyre, seconded by Vice Chairman, R Walker and agreed to come out of committee and normal business was resumed.

6. Any Other Business

6.1 Community Grants Scheme
Director of Leisure and Community Wellbeing

The Director outlined to Members the background to an application made to the Council’s Community Support Programme in 2017/18 by the Logic Café Youth Group, Moira. The community group’s application had been deemed ineligible to benefit for funding under the Community Grants Scheme as its constitution did not satisfy the Council’s application criteria. This group had previously been provided with advice on how to rectify this if they wished to reapply for funding but did not find themselves in a position where they felt able to make the necessary changes. The group had appealed the initial decision but this appeal had, after lengthy consideration, not been upheld. The group had expressed its disappointment with this decision and the Director had agreed to bring the matter to the Committee’s attention for further consideration. The Director recognised the good work of the

group, but highlighted the difficulty presented for the Council in creating a precedent around this matter.

Following discussion it was agreed to support the decision not to uphold the appeal.

There being no further business, the meeting concluded at 7.56pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Environmental Services Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday, 7 March 2018 at 5:30 pm

PRESENT:

Alderman T Jeffers (Chairman)

Aldermen M Henderson MBE, SP Porter and J Tinsley

Councillors N Anderson, J Baird, O Gawith, A Givan, J Gray MBE, B Hanvey, H Legge, A McIntyre, B Mallon and T Mitchell

IN ATTENDANCE:

Alderman S Martin

The Director of Environmental Services
Head of Service (Environmental Health)
Acting Head of Service (Operational Services).
Head of Service (Building Control)
Head of Service (Technical and Estates)
HR Manager
Environmental Health Manager
Emergency Planning Officer
IT Officer
Member Services Officer

Commencement of Meeting

The Chairman, Alderman T Jeffers, welcomed everyone to the March meeting of the Environmental Services Committee.

The Chairman then proceeded to outline the evacuation procedures in the case of an emergency.

1. **Apologies**

Apologies for non-attendance were received on behalf of the Right Worshipful the Mayor, Councillor T Morrow, and Councillor L Poots.

2. Declarations of Interest

The Chairman invited Members to declare any Conflicts of Interest they might have in relation to the business of the meeting and reminded them of the requirement to complete Declaration of Interest forms in this regard, which had been provided at the meeting. There were no Declarations of Interest.

3. Minutes of the Environmental Services Committee Meeting held on 7 February 2018

It was proposed by Councillor J Baird, seconded by Councillor T Mitchell, and agreed that the minutes of the meeting of the Environmental Services Committee held on 7 February 2018, as adopted at the meeting of Council held on 27 February 2018, be confirmed and signed.

Alderman J Tinsley arrived at 5.37 pm

4. Presentation

The Committee received a presentation by Ms Joan McCaffrey, Regional Officer, Local Government Civil Contingencies, on Emergency Preparedness Structural Changes. Ms McCaffrey covered the following issues:

- Current Legislative Framework
- Current Structure and Plans
- How Proposed Structure and Plans can help improve Preparation and Response

In her presentation Ms McCaffrey outlined the types of emergency that could occur and the process for dealing with them as well as regional protocols and co-ordination arrangements. She also identified areas where improvements could be achieved which included:

- Consolidation of plans
- Awareness of structures within organisations
- Training/ Familiarisation
- Debriefing
- Incorporating lessons learned
- Relationship building

Councillor J Gray left at 5.50 pm

There was then a question and answer session, after which the Chairman thanked Ms McCaffrey for her presentation.

(Councillor A McIntyre left at 6.05 pm)

5. Confidential Business

It was agreed that the report and recommendations of the Director of Environmental Services be adopted, subject to any decisions recorded below.

The Chairman, Alderman T Jeffers, advised that the matters contained in the confidential report would be dealt with “In Committee” for the following reasons:

Item 5.1: Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 5.2: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

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

Item 5.4: 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

Item 5.5: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 5.6: Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 5.7 Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 5.8 Confidential for reason of information which is likely to reveal the identity of an individual

Item 5.9: Confidential due to information in which a claim to legal professional privilege could be maintained in legal proceedings

“In Committee”

It was proposed by Councillor A Givan, seconded by Councillor N Anderson, and agreed that the following matters be considered “in committee”, in the absence of members of the press and public.

Items for Decision

5.1 Ongoing Legal Proceedings – Noise Complaint

It was agreed to consider Item 5.11 at this stage in the meeting in order to receive a presentation from the Council's legal advisers.

The Committee was provided with a report including a copy of the court judgement in this case and the Council's Barrister updated the Committee on the ongoing proceedings.

During the course of the presentation, Councillor A McIntyre arrived at 6.10 pm; Councillor J Baird left at 6.15 pm; Alderman M Henderson left at 6.17 pm; Councillor J Baird returned at 6.19 pm)

The presentation was followed by a question and answer session.

Councillor A McIntyre left the meeting at 7.04 pm and Alderman S Martin left the meeting at 7.05 pm

The Chairman thanked the Barrister for his attendance.

The Legal Advisers and the Environmental Health Manager then left the meeting at 7.06 pm

Following further discussion on this matter, it was proposed by Alderman J Tinsley, seconded by Councillor O Gawith and agreed to recommend that Council note the court judgement and the continuance of the ongoing legal proceedings.

Officers undertook to clarify a number of queries for Members through an additional report to be tabled at a future meeting of Committee.

5.2 Motion to Adjourn the Meeting

Members expressed concern that the meeting was overrunning its allotted time and Members who wished to attend the Development Committee meeting would have to leave before the main business of the meeting had been considered.

It was proposed by Councillor J Baird and seconded by Councillor T Mitchell that the remainder of the business on the agenda be postponed to another meeting.

On the proposal being put to the meeting, 3 Members voted in favour and 7 Members voted against. The proposal was declared not carried.

Councillor J Baird, Councillor H Legge and Councillor T Mitchell left the meeting at 7.16 pm

Items for Decision

The HR Manager arrived at 7.22 pm

5.3 Temporary Contracts within Environmental Services

The Committee was provided with copy report detailing proposals for the current temporary working arrangements within Environmental Services. It was noted that the proposals in principle, along with those from other Committees, would be considered at a forthcoming meeting of the Efficiency Steering Group and that a recommendation on the matter would be taken to the Corporate Services Committee.

It was proposed by Councillor A Givan, seconded by Councillor O Gawith, and agreed to recommend that Council approve in principle the proposed permanent posts within the Directorate.

5.4 Financial Appraisal for Planned Preventative Maintenance – Asbestos Management

It was proposed by Councillor B Hanvey, seconded by Alderman J Tinsley, and agreed to recommend that Council approve the Financial Appraisal for the Planned Preventative Maintenance - Management of Asbestos within Lisburn & Castlereagh City Council buildings, copy of which had been provided to the Committee, and proceed to procure the service.

5.5 Financial Appraisal for Planned Preventative Maintenance – Legionella Risk Assessments

It was proposed by Councillor B Hanvey, seconded by Alderman J Tinsley, and agreed to recommend that Council approve the Financial Appraisal for the Planned Preventative Maintenance – Legionella Risk Assessments at Lisburn & Castlereagh City Council buildings, copy of which had been provided to the Committee, and proceed to procure the service.

Items for Noting

It was proposed by Councillor O Gawith, seconded by Councillor A Givan, and agreed that the following items (Items 5.6 to 5.11) be noted.

5.6 Planning Enforcement – Cases with Court Proceedings for March 2018

The Committee was provided with and noted copy of a table on enforcement cases with court proceedings for March 2018.

5.7 Crematorium Update and Future Cemetery Provision

The Committee noted an update in respect of the correspondence to Antrim and Newtownabbey Council's regarding the crematorium update.

5.8 Department for Communities (DfC) – Affordable Warmth Scheme (AWS) Funding for 2018/19

The Committee was provided with copies of correspondence between the Council and the Department for Communities in respect of funding of the Affordable Warmth Scheme (AWS) and noted an update in this regard.

The Head of Service (Building Control) responded to a query on continuing funding for the scheme.

5.9 arc21 Joint Committee Meeting – Friday 23 February 2018

The Committee was provided with copy and noted papers from the Joint Committee Meeting Friday 23 February 2018 and associated arc21 Members' Monthly Bulletin.

5.10 Rolling Year Absence Figures for Environmental Services Directorate

The Committee was provided with copy and noted information in relation to the absence figures for the Environmental Services Directorate

5.11 Ongoing Legal Proceedings – Noise Complaint

The Committee noted that this item had been considered earlier in the meeting at Item 5.1 above.

Resumption of Normal Business

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

6. Report from the Director of Environmental Services

Item for Decision

6.1 Motion on Gambling

The Committee was provided with copy of correspondence from Fermanagh and Omagh District Council in relation to supporting a Notice of Motion on gambling. It was agreed to note the correspondence.

Items for Noting

It was proposed by Councillor N Anderson, seconded by Councillor A Givan, and agreed that the following items (Item 6.2 to Item 6.) be noted

6.2 Environmental Services Trading Accounts – Period 10

The Committee was provided with copy and noted the Environmental Services Trading Accounts for Period 10.

6.3 Emergency Preparedness Structural Changes

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

6.4 Adverse Weather

The Committee was provided with copy and noted a letter to the Department for Infrastructure regarding the gritting agreement.

In response to a query by Alderman SP Porter, the Director of Environmental Services advised that she was liaising with the Director of Leisure and Community Wellbeing to consider options to address needs as outlined by the Member. She indicated that a report on this matter would be brought through Corporate Management Team and to a future meeting of the Committee.

6.5 Route Planning and Fleet In-Cab Intelligence Devices

The Committee noted an update in respect of the site visit to Bradford undertaken by the Chair, Vice-Chair and officers in respect of the route optimisation project.

6.6 Report by Acting Head of Service (Operational Services)

Items for Decision

6.6.1 Refuse Collection Arrangements during the Christmas and New Year Period

The Committee was provided with a report outlining options for refuse collection arrangements during the Christmas and the New Year period. It was proposed by Councillor A Givan, seconded by Councillor N Anderson, and agreed to recommend that Council approve Option 1 which maintained the status quo Christmas and New Year refuse collection service.

6.6.2 Proposed Abandonment at Ballybeen Park, Dundonald (DfI)

The Committee was provided with copy correspondence and a plan from the Department for Infrastructure (Eastern Division) in relation to a proposed abandonment at Ballybeen Park, Dundonald.

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed to recommend that Council offer no objection to the proposed abandonment at Ballybeen Park, Dundonald.

Items for Noting

It was proposed by Alderman SP Porter, seconded by Councillor B Mallon, and agreed that the following items (Item 6.6.3 to 6.6.4) be noted.

6.6.3 Service Update – Refuse Collection

6.6.3.1 Adverse Weather Update

The Committee noted an update report on the impact of the adverse weather that had occurred in January 2018 on cleansing services. The Chair expressed his thanks to staff for their continuing efforts to maintain service delivery during the adverse weather conditions.

6.6.3.2 Refuse Collection Data

The Committee was provided with copy and noted refuse collection data together with graphs depicting the current trends in relation to residual, compost and mixed dry refuse collections.

6.6.4 Cleansing Services: Illegal Dumping Update

The Committee was provided with copy and noted illegal dumping statistics for January 2017.

In response to a query by Alderman J Tinsley, the Head of Service (Environmental Health) advised that an update report on overt surveillance of fly-tipping would be brought to the next meeting of the Committee.

6.7 Report from Head of Service (Building Control)

Item for Decision

6.7.1 Street Naming off Main Street, Glenavy Street

The Committee was advised that Choice Housing Ireland Limited had proposed the street name for a development of 16 no dwellings off Main Street, Glenavy.

The Committee had been provided with a copy of the development layout.

It was proposed BY Alderman J Tinsley, seconded by Councillor A Givan, and agreed that the street name, Glenavy Parade, be allocated to this proposed development of 16 no dwellings off Main Street, Glenavy.

Items for Noting

It was proposed by Alderman SP Porter, seconded by Councillor A Givan, and agreed that the following items (Item 6.7.2 to Item 6.7.5) be noted

6.7.2 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 the months of November and December 2017 and January 2018..

Month	Full Plan Approvals	Regularisation Certificates
November 2017	114	26
December 2017	75	23
January 2018	94	46

6.7.3 Department of Finance – Completion Notice Ready Report to Land & Property Services

The Committee noted the undernoted information in regard to Completion Notice Ready Reports for the months of November 2017 to January 2018 returned to the Department of Finance, Land and Property Services.

Month	Completion Notice Ready Numbers
November 2017	127
December 2017	49
January 2018	42

6.7.4 Department for Communities (DfC) – Affordable Warmth Project

The Committee noted the undernoted information in relation to visits and referrals made in respect of the Affordable Warmth Project.

Month	Home Visits Carried Out	Completed and Eligible Referrals to NIHE (after financial checks)	DfC requested Target	'Make the Call'
May 2017	202	25	25	19
June 2017	117	25	25	22
July 2017	87	40	40	21
August 2017	52	32	40	8
September 2017	58	13	40	13
October 2017	24	27	40	19
November 2017	35	20	40	11
December 2017	55	14	40	6
January 2018	113	31	30	13

The Committee was provided with copy and noted correspondence forwarded to the Department for Communities in relation to ongoing issues restricting the Council's ability in meeting the requested DfC referral numbers.

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

The Head of Service (Building Control) advised that during the period April 2017 to January 2018 a total value of £1.116 million of thermal improvement works had been approved in the Council area, under the scheme with 310 homes benefitting from the work.

Alderman Tinsley left at 7.37 pm and returned at 7.38 pm

6.7.5 Review and Equality Screening of Council's Street Naming and Postal Numbering Policy

The Committee noted the review and equality screening of the Council's existing Street Naming & Postal Numbering Policy, copy of which had been provided for Members.

The Head of Service (Building Control) responded to Members' queries on various aspects of the policy.

6.8 Report from Head of Service (Technical and Estates)

Item for Decision

6.8.1 WRAP Collaborative Partnership and Collections Options Modelling

It was proposed by Councillor A Givan, seconded by Councillor B Hanvey, and agreed to recommend that Council approve an extension to the current WRAP Collaboration Agreement for an additional period until end of July 2018.

Item for Noting

It was proposed by Councillor O Gawith, seconded by B Hanvey, and agreed that the following item (Item 6.8.2) be noted.

5.8.2 Plastic Waste and Recycling Strategy

The Committee was provided with copy and noted correspondence received from WRAP detailing a national work stream which was intended to address plastic waste and its recycling.

6.9 Report by Head of Service (Environmental Health)

Items for Decision

6.9.1 Consultation for Approval

The Committee was provided with copy of the following consultation

6.9.1 Consultation for Approval (Contd)

- Consultation – Changes to the Department for Communities Exhumation Application Form and Guidance, response date 2 March 2018.

It was proposed by Councillor B Hanvey, seconded by Councillor N Anderson, and agreed to recommend that Council retrospectively approve submission of comments on behalf of the Council by the Environmental Health Unit prior to the response date and that these comments be brought to the Committee's meeting in April for noting.

6.9.2 Welfare Burials Guidance and Procedure

It was proposed by Councillor A Givan, seconded by Alderman J Tinsley, and agreed to recommend that Council approve the report in relation to the Guidance and Procedures for Welfare (Paupers) Funerals, copy of which had been provided to the Committee.

The Head of Service (Environmental Health) responded to Members' queries regarding various aspects of the welfare burial arrangements.

6.9.3 Northern Ireland Water Maintenance Works in Antrim Street Car Park Spring 2018

The Committee was provided with copy report outlining works to be carried out by Northern Ireland Water to the sewer and storm underground infrastructure and the installation of a kiosk at the Council's car park in Antrim Street, Lisburn.

It was proposed by Alderman J Tinsley, seconded by Alderman SP Porter, and agreed to recommend that Council approve the licence in relation to the underground works to be carried out in Antrim Street Car Park together with the lease in relation to the kiosk to be situated in Antrim Street Car Park.

Items for Noting

It was proposed by Councillor O Gawith, seconded by Councillor B Mallon, and agreed that the following items (Item 6.9.4 to 6.9.5) be noted.

6.9.4 Health and Wellbeing

6.9.4.1 Tobacco Control – Test Purchasing Exercise

The Committee was provided with copy and noted a report in relation to a Tobacco Control Test Purchasing Exercise carried out on Tuesday 13 February 2018.

In response to a query by Alderman SP Porter, the Head of Service (Environmental Health) outlined the various ways in which the Council publicised the Tobacco Control exercises and indicated that he would liaise with MCU unit to take account of Members' comments.

6.9.4.2 Smoke Free Homes Launch

The Committee was provided with copy and noted a report in relation to the launch of the Smoke Free Homes project which had taken place in Lagan Valley Island on Friday 2 February 2018.

6.9.5 Health and Wellbeing

6.9.5.1 The Safety Advisory Group Minutes

The Committee was provided with copy and noted note the minutes of the Safety Advisory Group meeting held on Wednesday 22 November 2017

7. Any Other Business

7.1 Draft Dogs Orders – Request to Address Committee – Head of Service (Environmental Health)

The Head of Service (Environmental Health) advised that a request had been received from a rate-payer to address the Committee in respect of the draft Dogs Orders that were currently out for consultation.

After discussion, it was proposed by Councillor O Gawith, seconded by Councillor A Givan, and agreed to recommend that Council do not agree to the request by the ratepayer to address the Committee on the draft regulations as public consultation was still in progress.

7.2 Animal Welfare – Head of Service (Environmental Health)

The Committee was provided with and noted an update by the Head of Service (Environmental Health) in relation to an animal welfare issue that had appeared in the local press.

7.3 Adverse Weather Conditions and Homeless People – Head of Service (Environmental Health)

The Committee received clarification by the Head of Service (Environmental Health) in respect of responsibility for homeless people during periods of adverse weather. It was noted that primary responsibility lay with NIHE and Social Services but that the Council would respond appropriately to requests for assistance from other statutory agencies.

7.4 Litter on the Clontonacally Road – Councillor N Anderson

In response to a query by Councillor N Anderson, the Acting Head of Service (Operational Services) updated the Committee on the issues arising due to the constraints on works on the Clontonacally Road and the efforts being undertaken to maintain service delivery.

7.5 Scheduling of Committee Meetings – Alderman J Tinsley

Alderman J Tinsley referred to the Committee overrunning its allotted time. He asked that it be recorded that the Chairmen of Committees that meet on the same evening should liaise in advance regarding appropriate scheduling so that similar difficulties do not arise again.

7.6 Crematorium Costs – Councillor A Givan

Councillor A Givan referred to the disparity between the lower crematorium costs payable by Belfast residents and the higher level of costs payable by non-residents. The Director of Environmental Services advised that, although the crematorium was perceived as a regional facility, it was in fact a facility provided by Belfast City Council and therefore subsidised rates were offered to Belfast City Council residents only.

There being no further business, the meeting was terminated at 8.09 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, 7 March 2018 at 7.00 pm

PRESENT: Alderman A G Ewart MBE, Chairman
Deputy Mayor, Councillor H Legge
Aldermen W J Dillon MBE, W A Leathem and S Martin
Councillors J Baird, A P Ewing, J Gallen, A Givan,
U Mackin, T Mitchell and S Skillen

IN ATTENDANCE: Lisburn & Castlereagh City Council
Director of Service Transformation
Principal Planning Officer
Head of Economic Development
Tourism Development Manager
Human Resources Manager
Member Services Officer

Tourism NI

Mr John McGrillen

Commencement of Meeting

The Chairman, Alderman A G Ewart, welcomed Members to the March meeting of the Development Committee and proceeded to outline the evacuation procedures in the case of an emergency.

The Chairman reminded everyone to ensure mobile phones were turned off or on silent mode for the duration of the meeting and stated that should any Member require to leave the meeting to notify the Members Services Officer in order that their departure could be recorded accurately in the minutes.

1. Apologies

It was agreed to accept an apology for non-attendance at the meeting on behalf of The Right Worshipful the Mayor, Councillor T Morrow, and Councillors S Carson, A Grehan and A Redpath.

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.

There were no conflicts of interest declared at the meeting.

3. Minutes

It was proposed by Alderman W J Dillon, seconded by Councillor A P Ewing, and agreed that the Minutes of the meeting of Committee held on 7 February 2018 as adopted by the Council at its meeting on 27 February 2018 be confirmed and signed.

4. Deputation

The Director of Service Transformation reported that Mr John McGrillen, Chief Executive, Tourism NI, would be in attendance at the meeting at 7.30 pm in order to present Tourism NI's Emerging Strategy. A presentation by the Council's Tourism Development Officer in connection with the Council's Tourism Strategy 2018-2022 would be considered following the presentation by Tourism NI.

It was agreed that the Report of the Director of Service Transformation be considered prior to receiving the deputations to the meeting.

5. Report by the Director of Service Transformation

It was proposed by Councillor T Mitchell, seconded by Councillor A P Ewing, and agreed that the report and recommendations of the Director of Service Transformation be agreed subject to any decisions recorded below.

5.1 Report by Principal Planning Officer (LDP)

It was agreed that the recommendations of the Principal Planning Officer be agreed subject to any decisions recorded below.

5.1.1 Consistency across Councils – Section 76 Agreements

Alderman S Martin arrived at the meeting during consideration of this item (7.07 pm).

The Principal Planning Officer reported that a briefing report regarding the provision of a joined-up framework for the establishment of a Policy Framework which informed the use, application and delivery of Section 76 Agreements had been drafted for consideration by the Department for Infrastructure. A copy of the briefing report was also being circulated by the Council's Chief Executive with SOLACE for the purposes of coordination.

5.1.1 Consistency across Councils – Section 76 Agreements (Cont'd)

The Principal Planning Officer advised that the report recommended that in order to achieve a consistent approach to the use and application of Section 76 Agreements Councils undertake jointly in seeking expert advice to formulate a methodology to develop a framework for Section 76 Agreements. This work would underpin any future policy development in the Council's new Local Development Plan.

The Director of Service Transformation elaborated on issues around Section 76 agreements which were specific to individual areas, and advised the Committee that the Council had obtained specialist advice in relation to the use and application of Section 76 agreements. The Director stated that it was important to go forward on the lessons learned in the past.

Alderman W J Dillon concurred with the points raised by both the Director and the Principal Planning Officer, and expressed concern in relation to inconsistencies in planning across some of the 11 councils in Northern Ireland.

It was proposed by Alderman W J Dillon, seconded by Councillor U Mackin, and agreed to recommend that the Council supports a 'uniform by Councils' and the Department of Infrastructure's approach to Section 76 Agreements in support of developers wishing to invest within Northern Ireland, as far as was reasonably practicable.

At this point Alderman S Martin apologised for his lateness in arriving at the meeting and advised that this had been due to the meeting of the Environmental Services Committee having over-ran. Alderman Martin advised that the Deputy Mayor, Councillor H Legge, Councillors J Baird, A Givan and T Mitchell also would be arriving late for this same reason.

Alderman W J Dillon put on record that there were major issues when two Committee meetings were convened on the same evening which required to be addressed.

5.1.2 Letter from Department for Infrastructure re: Statutory Consultation Bodies input into Sustainability Appraisal of Local Development Plans and Proposed Response

The Committee had been furnished with a copy of a letter that had been received from the Department for Infrastructure on 24th January 2018 in relation to the roles and responsibilities of statutory consultation bodies to the process of Sustainability Appraisal (SA) for Local Development Plans (LDP). This primarily related to their input into the appraisal process, in particular their involvement in the appraisal (scoring) of options.

The letter set out what was required by the Council under the Planning Act (NI) 2011 in relation to the SA. There was no process set out in legislation as to how the SA should be carried out or who should be involved. It referred to the "Department's Practice note 04" Sustainability Appraisal incorporating Strategic Environmental Assessment" which provided guidance on the process but did not specify who should be involved other than repeat the regulations.

5.1.2 Letter from Department for Infrastructure re: Statutory Consultation Bodies input into Sustainability Appraisal of Local Development Plans and Proposed Response (Cont'd)

The Principal Planning Officer also reported that the Department had advised they were seeking legal advice on this matter and recommended that Councils seek individual legal advice also. It was noted that in addition, officials in the Department of Agriculture, Environment and Rural Affairs (DAERA) and Department for Communities (DfC) were considering their level of engagement until clarity had been provided.

The Committee had been furnished with the proposed response of this Council to the Department. The Council, whilst it welcomed the Department seeking legal advice given its over-sight role in providing clarity around these matters, advised that having sought its own legal opinion that it would be premature of the Department to encourage Councils to seek their own legal opinion on the role of statutory consultation bodies in the Sustainability Appraisal (SA) for Local Development Plans (LDP). It was considered more productive if the Department shared its own legal advice on the matter. Subsequently Councils could review that advice and feed back to the Department. It was this Council's view that the Department should therefore issue guidance as to what is required to ensure a consistent approach.

It was proposed by Councillor U Mackin, seconded by Alderman W J Dillon, and agreed that the draft response on Sustainability Appraisals to the Department of Infrastructure as circulated be agreed.

5.1.3 Letter from Department for Infrastructure - Response to issues raised by the Principal Planner Working Group

The Principal Planning Officer reported that as the newly appointed Chair of the PPTO Local Development Plan Working Group, Keith Sutherland, had written to DfI on 4 January 2018 on the Group's behalf requesting clarification on a series of issues of concern to the group. A copy of the letter from Mr Sutherland had been furnished to the Committee. The issues noted for response included: countryside proposals, transport issues, BMAP, guidance on soundness and closer liaison with PAC.

The Committee had been circulated also with a copy of the response received on 22 February 2018 from the Department, the detail of which had been outlined in the report circulated.

The Principal Planning Officer advised that a draft Plan Preparation checklist had introduced a raft of issues which required careful consideration but would require a further robust evidence base to make the plan sound in several key areas. The Principal Planning Officer stated that given the complexities of these matters and the strategic importance of these issues Members may wish to form a Member reference group to discuss the emerging issues. This would be with a view to shaping the approach the Council takes through the committee structures to full Council.

5.1.3 Letter from Department for Infrastructure - Response to issues raised by the Principal Planner Working Group (Cont'd)

It was agreed to recommend that the correspondence in relation to these matters be noted and that Officers continue to press the Department for clarity in relation to matters of concern be that individually or at the PPTO working group level.

The Deputy Mayor, Councillor H Legge, Councillors J Baird and T Mitchell entered the meeting at 7.18 pm.

The Chairman, having welcomed the above-mentioned Members to the meeting, put on record that these Members had been in attendance at the Environmental Services Committee meeting which had overran considerably on this occasion.

Councillor J Baird expressed his annoyance that two Standing Committees continued to be scheduled for the same evening and requested that a new arrangement should be put in place immediately.

5.1.4 Listing of Buildings of Special Architectural or Historic Interest

The Principal Planning Officer reported that the Department of Communities had notified the Council of their intention to list the post box outside 45-57 Rosetta Road, Castlereagh. The listing of the above mentioned property was being considered under Section 80 (1) of the Planning Act (NI) 2011.

A copy of the letter from the Department had been circulated to the Committee.

Councillor J Gallen drew the Committee's attention to the fact that the location of the above-mentioned post box was within the boundary of Belfast City Council. It was agreed to recommend that the Department for Communities be advised accordingly.

Items for Noting

5.1.5 Update on Retail Study

The Principal Planning Officer reminded the Committee that consultants Ove Arup and Partners Ltd in association with Roderick MacLean Associates Ltd had been appointed to carry out the Retail Capacity Study for the LDP. The consultants had provided a draft report which had been subsequently revised. This revision had been further discussed with Roderick MacLean Associates Ltd and further amendments had been suggested and were being considered.

The Principal Planning Officer reported that also included as part of this wider retail study were the Town Centre Health Checks. A first draft had been received by Officers and was being considered currently. This Retail Capacity Study supported by the Town Centre Health Checks would provide the evidence informing the emerging draft Plan Strategy on the strategic nature of retaining across the entire Council area. It was noted that in

5.1.5 Update on Retail Study (Cont'd)

addition evidence being brought forward by developers in support of other major applications would be integrated in the evidence base where it could be validated.

The Principal Planning Officer advised that this piece of work was ongoing and had taken account of the work relating to updating the City Centre Masterplan. Members would be kept fully informed once the final drafting of these reports had been agreed with the consultants.

It was agreed to recommend that the update on the Retail Study be noted.

5.1.6 Update on Urban Capacity Study

The Principal Planning Officer reminded the Committee that Consultants Ove Arup and Partners Limited had been appointed to conduct an Urban Capacity Study for the Council area. The consultants had provided officials with a visual presentation of their initial findings in late January 2018. Resulting from that meeting Officers had provided additional information to the consultants and issues clarified to facilitate this piece of work.

The Principal Planning Officer reported that the study was critical in providing the evidence pertaining to the current urban capacity (in terms of housing and employment) of the Council area, hence informing the emerging Plan Strategy on potential growth and possible locations for such identified growth.

The Principal Planning Officer advised that this piece of work was ongoing and that Members would be kept fully informed once the final drafting of these reports had been agreed with the consultants.

It was agreed to recommend that the update on the Urban Capacity Study be noted.

5.1.7 Minutes of the Metropolitan Area Spatial Working Group

The Principal Planning Officer reminded the Committee that the Council had hosted the meeting of the Metropolitan Area Spatial Working Group (MASWG) on Friday, 26 January 2018 which had been chaired by Councillor Mackin.

The agenda items that had been discussed and debated had been detailed in the Principal Planning Officer's report.

The Committee had been furnished with and noted the content of a copy of the minutes from the MASWG meeting held on 26 January 2018.

The Principal Planning Officer updated the Committee on the recent developments regarding the preparation of the Council's Local Development Plan and the proposed time-frame encompassing the proposed Plan programme over the next 15 months.

5.1.8 Review of Local Development Plan 2017 with Proposed Work Programme 2018

The Committee had been furnished with a copy of a report which was in three main sections. Its initial focus considered retrospectively the last three quarters of 2017 and the out-workings of the Council's Preferred Options Paper (POP). This section included the consideration of representations to the POP and the report preparation of those responses with its presentation to Members and subsequent publication. Also covered in this section was the approach employed to reviewing the current planning policies in terms of planning policy workshops.

The second section covered the ongoing work being undertaken to facilitate the preparation of the Plan Strategy with a focus on the evidential base and the soundness of the Plan Strategy.

The final section outlined the future work which would be required upon production of the Plan Strategy.

It was agreed to recommend that the review of the Local Development Plan 2017 and Proposed Work Programme 2018 be noted.

5.1.9 Plan Preparation Checklist (Draft)

The Principal Planning Officer reminded the Committee that the Local Development Plan required a substantial evidence base upon which to base the plan but also to be robust to withstand independent examination.

A copy of a draft entitled Plan Preparation Checklist from the Department for Infrastructure had been furnished to the Committee, which was a self-assessment tool but placed significant emphasis on the individual Council to have a sound Plan. It was noted that the draft Plan Preparation Checklist set out procedural tests and coherence and effectiveness tests in relation to soundness referring the Council to "Development Plan Practice Note 06 "Soundness."

The Principal Planning Officer outlined the key questions within each of the other four main sections of the Checklist. In each section key questions were posed with example evidence of how the question may be answered with supporting information.

The Principal Planning Officer reported that this Council was currently drafting the Plan Strategy Document and elaborated on the 13 separate questions that had been listed, it being noted that each question required an evidence base to provide a satisfactory answer.

It was also noted that while some of these studies were underway others were outside of the Council's control (for example Transport and Housing Market Analysis). Therefore substantial new risks had been identified in the preparation of the Local Development Plan with the Local Development Plan Team and the Council was now faced with certain issues

5.1.9 Plan Preparation Checklist (Draft) (Cont'd)

beyond its control while also placing significant additional burdens of evidence gathering and assessment on the team.

5.1.9.1 Guidance Note LDP and Soundness

The Principal Planning Officer reported that in connection with the above-mentioned Checklist there was the potential that the draft Guidance Note for Members in developing the Local Development Plan, which was presented to the February Committee, may need revised. Consequently at the meeting of Council held on 27 February 2018 this item was referred back to the Committee for further consideration. Associated with this Members had requested further clarity to be incorporated within the Guidance Note which it is proposed now to revisit.

It was agreed that:

- a) the significant risks to the timeline in the preparation of the Local Development Plan that had now been introduced be noted, and
- b) the referral of the Guidance Note as agreed by the Council at its meeting on 27 February 2018 and the need to refresh the Guidance in light of the Plan Preparation Checklist (Draft), be noted.

The items for noting (5.1.5 – 5.1.9) were proposed by Alderman W J Dillon and seconded by Councillor A P Ewing.

The Principal Planning Officer left the meeting at 7.30 pm.

5.2 Report by Head of Economic Development

It was proposed by Councillor T Mitchell, seconded by Councillor A P Ewing and agreed that the report and recommendations of the Head of Economic Development be adopted subject to any decisions recorded below.

Items for Decision

5.2.1 Presentation – Tourism NI

To be received later in the meeting (item 6.1 refers).

5.2.2 Presentation – Lisburn & Castlereagh City Council's New Draft Tourism Strategy

To be received later in the meeting (item 6.2 refers)

5.2.3 Lisburn and Castlereagh Food and Drink Branding and Events' Campaign 2019

The Committee had been furnished with a copy of a report on a new proposed marketing and event campaign concept that would collectively brand, co-ordinate and promote the extensive array of Food and Drink related events throughout the year as an extension of the Made in Lisburn Castlereagh brand.

The Head of Economic Development reported that this new proposal would support a new initiative for the food and drink offering in Lisburn and Castlereagh as a key strand of the emerging Tourism Strategy. The proposal included PR activity to market and promote existing events, and would finish with a new celebration event possibly in the summer in Hillsborough village.

The Head of Economic Development reminded the Committee that tourism activities were planned for Hillsborough Village as part of the Hillsborough Tourism Master Plan on an ongoing basis. The Head of Economic Development also stated that the emerging Tourism Strategy would also provide a platform to build upon, as would the City Centre Master plan as it provided opportunities for redefining the footprint of our city centre to be more than a retail space. The Head of Economic Development drew Members' attention to the link with these proposals and the two events planned for London in April.

The Head of Economic Development advised that there would be merit in looking at best practice in this field and that recommendations would be brought back to Committee in this regard.

The Head of Economic Development and the Tourism Development Manager responded to comments from the Deputy Mayor, Councillor H Legge, in relation to the lack of events listed that were taking place in the Castlereagh area.

It was proposed by Alderman W J Dillon, seconded by the Deputy Mayor, Councillor H Legge and agreed to recommend that:

- a) the content of the report on a new proposed marketing and event campaign concept be noted, and
- b) a maximum of £10,000 from the Tourism Development budget to finance the development of this programme in 2018/19, with future consideration for 2019/20 to be developed within the estimates process, be agreed.

5.2.4 IEER Interreg Europe Learning Workshop, 22-23 March, Brussels

The Head of Economic Development reported that iEER was an Interreg Europe funded flagship project bringing together 10 regions around Europe. Initiated by a group of regions awarded with the European Entrepreneurial Region label, iEER would define smart paths and solutions to boost regional entrepreneurship ecosystems supporting young entrepreneurs.

5.2.4 IEER Interreg Europe Learning Workshop, 22-23 March, Brussels (Cont'd)

NILGA, representing Local Government in Northern Ireland, was leading the project locally across the province as one of the main partner organisations.

Details of a project workshop which was taking place in Brussels on 22-23 March 2018 had been furnished to the Committee.

The aim of the project workshop was to showcase the outputs of the project and demonstrate how regions and Local Authorities were driving entrepreneurial success, the main output of the event being the transferring of EER knowledge for Interreg Europe community and local and regional policy practitioners to identify gaps with the audience for future cooperation and policy development.

The Head of Economic Development reported that the Council had received a request from NILGA to nominate an appropriate Officer to accompany NILGA representatives to the above event. Key benefits for the Council included knowledge transfer and best practice on youth entrepreneurship and an opportunity to attend a national Interreg workshop aimed at developing future Interreg projects and funding opportunities. A future report would be presented to the Committee after the event, outlining key opportunities for the Council as a result of the project.

It was noted that all travel and accommodation costs for the Council representative would be covered, and that Lisburn & Castlereagh City Council was the only Northern Ireland Council invited to attend.

It was proposed by Alderman S Martin, seconded by Councillor T Mitchell, and agreed to recommend that an appropriate officer, as agreed by the Director of Service Transformation, attend the iEER Interreg event in Brussels from 22-23 March 2018 as detailed above.

5.2.5 Princes Trust Lisburn Castlereagh Development Awards – Evaluation Report and Updated Proposal 2018-2019

Alderman W A Leathem left the meeting during consideration of this item (7.27 pm).

The Head of Economic Development reminded the Committee that the Princes Trust had been awarded £10,000 in 2016 to enable the successful 'Development & Will It Work' Awards scheme to be available to young people in the Lisburn & Castlereagh City Council area. The project afforded 46 young people from a disadvantaged background access to training and employment or support to consider self-employment as a viable career option.

A copy of the final project report had been furnished to the Committee and provided an overview of the key outputs achieved and details a number of case studies.

5.2.5 Princes Trust Lisburn Castlereagh Development Awards – Evaluation Report and Updated Proposal 2018-2019 (Cont'd)

It was agreed to recommend that:

- a) the content of the project evaluation report on the Partnership Proposal for Lisburn & Castlereagh City Council be noted,
- b) given the success to date the Committee supports the project again in 2018-2019,
- c) an enhanced match funding budget of a maximum of £18,000 be agreed to further develop the Lisburn Castlereagh Princes Trust Youth scheme to support young people who face barriers to education, training and employment including self-employment in the Lisburn Castlereagh area.

5.2.6 Heathrow Logistics Hub – Update

Further to the update at the February meeting of the Committee on the Heathrow Logistics Hub initiative, the Head of Economic Development reported that Mid and East Antrim Council had proposed that there now be a consolidation of bidders from Northern Ireland and that only one bid be taken forward on behalf of Northern Ireland. Initial discussion with the other bidders had suggested that this was unlikely. Invest Northern Ireland had directed the interested parties to discussion with the Northern Ireland Chamber of Commerce who were promoting supply chain opportunities and were in close liaison with Heathrow Procurement Team for further discussion.

The Head of Economic Development reported that Heathrow had now confirmed their intention to visit two sites on 14 March 2018, namely; North Foreshore and Silverwood Business Park, it being noted that the Economic Development Unit would liaise with Belfast City Council and Armagh City, Banbridge & Craigavon Borough Council to coordinate and develop an itinerary for both site visits.

It was agreed to recommend that the Chairman, or his nominee, and appropriate Council Officers participate in the planned site visits by Heathrow on 14 March 2018 which would demonstrate the partnership approach to the development of the Heathrow Logistics Hub on these sites.

5.2.7 Rural Village Renewal Project: Dromara Financial Appraisal

The Committee had been furnished with a copy of the Financial Appraisal for the delivery of the Dromara Rural Village Renewal Project which had been agreed by the Council's Financial Services unit.

It was agreed to recommend that the Financial Appraisal for the delivery of the Dromara Rural Village Renewal Project be agreed.

5.2.8 Lisburn Chamber of Commerce Membership

The Head of Economic Development reminded the Committee that the Council recently agreed that, in partnership with Lisburn Chamber of Commerce and InterTradeIreland, the Council would support a Brexit-based information session in February 2018 for local companies with access to 'Prepare to Plan' vouchers.

The Head of Economic Development reported that given the success of the Brexit-based information event and advantages of partnering with key enterprise organisations, it was proposed the Council would become a member of the Chamber of Commerce at an annual cost of £300. The benefits of becoming a full member being:

- Opportunity to further strengthen the Council's business network
- Invitation to formal and informal networking events as well as business site visits
- Platform to represent and champion the Council as a supporter of the Chamber and local business community

It was noted that membership would also include attendance at all future Chamber Membership events, including the next Chamber event on 22 March at Hillsborough Castle, providing an insight into Hillsborough Castle's Development Plans.

It was agreed to recommend that the Council becomes a member of Lisburn Chamber of Commerce from March 2018 at an annual membership fee of £300.

5.2.9 Submission of Stage 2 Application – INTERREG North West Europe Programme – Support for Social Entrepreneurs – (SuNSE)

The Head of Economic Development reminded the Committee that the Council had been successful as part of a step 1 application for funding under the INTERREG North West Europe Programme being led by the Highlands & Islands Enterprise.

The Head of Economic Development advised that the project aimed to increase social entrepreneurship opportunities within the Council area by piloting a range of diverse business support models. If successful, the Council would have the opportunity to partner with economic development organisations from France, Holland, Switzerland and the Republic of Ireland as part of an overall bid estimated at £3 million to be shared amongst all partners.

A copy of the proposal had been furnished to the Committee.

The Head of Economic Development also reminded the Committee that at the October meeting of Full Council it had been agreed that the Council continues to work in collaboration with the Highlands & Islands Enterprise to develop a detailed step 2 application to be submitted in mid-March 2018. It was envisaged that if successful there was significant potential to use this investment to expand the scope of current Council initiatives in particular the Social Enterprise Support Programme.

5.2 9 Submission of Stage 2 Application – INTERREG North West Europe Programme – Support for Social Entrepreneurs – (SuNSE) (Cont'd)

The Committee was advised that the focus of the application had changed from that detailed in the report circulated and was no longer restricted to targeting participants from rural areas and youth unemployed which significantly widened the scope for potential impact across all sectors within the Council area.

The deadline for the stage 2 application submission was 20 March 2018 and it was expected that the Council would request grant of £177,000 representing 60% of total programme costs of £295,000 for administrative costs and resource costs linked to developing a programme of capacity building support to new and existing social enterprises and capital grant for pilot social enterprise hubs. If successful the Council would be obliged to match fund the remaining £118,000 over a 4 year period (£29,500 per annum).

It was expected that successful applicants would be advised by June 2018 and, if successful, the Council would be obliged to give notice of acceptance of grant award within a limited timeframe during the summer months subject to agreement by the Council of the Financial Appraisal.

It was proposed by Councillor J Gallen, seconded by Alderman S Martin, and agreed to recommend that the Council proceeds with submission of the aforementioned stage 2 application by 20 March 2018 and that Members consider the associated Financial Appraisal at a future meeting.

5.2.10 Balmoral Show Funding Request

The Head of Economic Development reported that the 2018 Balmoral Show would be staged at Balmoral Park, Maze Long Kesh from Wednesday 16 to Saturday 19 May. The Council would once again be showcasing over 20 City Centre retailers and other businesses within the large marquee near the front entrance, similar to previous years. This promotion was aimed at creating awareness throughout the whole of the Council area and beyond for the quality products on offer in Lisburn City Centre.

It was noted that in addition to this promotional activity, the organisers had approached the Council to explore the opportunity of taking out sponsorship once again at Balmoral Show for the CARAS Awards. The Council for Awards of Agricultural Societies (CARAS) made awards of merit to individuals concerned with the development of agriculture in all its aspects. The awards recognised not only achievement in practical farming and the development of new husbandry practices but also embraced research, technological, economic, educational and administrative achievement contributing to the efficiency and well-being of agriculture.

A summary proposal from the Royal Ulster Agricultural Society (RUAS) had been furnished to the Committee for consideration.

5.2.10 Balmoral Show Funding Request (Cont'd)

In response to comments from Councillor U Mackin regarding the misunderstanding around the timing of a reception to be attended by The Right Worshipful the Mayor at the Balmoral Show the previous year, the Director of Service Transformation undertook to write to the President of RUAS to ensure that a similar inconvenience and embarrassment would not happen again this year.

The Head of Economic Development responded to questions from Councillor A P Ewing in regard to the City Centre retailers securing space in the Council's marquee at the 2018 Show. The Head of Economic Development reminded the Committee that the original purpose was to showcase the City Centre retailers within the idea of 'town meets country.' The Head of Economic Development also advised that space in the marquee had been allocated to the 'Made in Lisburn & Castlereagh' brand, with a huge interest from local companies.

It was proposed by Councillor S Skillen, seconded by Councillor J Baird, and agreed to recommend that the sponsorship request of £750 be acceded to and that the Council avails of the opportunities attached to the proposal.

Items for Noting

5.2.11 Rural Tourism Scheme (DAERA)

The Head of Economic Development reminded the Committee that Officers had to submit an Expression of Interest for funding a Digital Sculpture Trail in Hillsborough Forest as part of the Rural Tourism Scheme administered by DAERA.

The Head of Economic Development reported that the proposed Digital Sculpture Trail had been successful in being shortlisted to the Application Stage of the funding programme. Copy of correspondence from the Department had been furnished to the Committee, it being noted that a number of criteria was required to be met before a full application could be submitted, including completion of Economic Appraisal, Procurement of Construction Work/ Services, and securing Long term Tenure for the site.

The Head of Economic Development advised that the Economic Appraisal had been completed already, and that procurement of construction works would follow the securing of long term tenure for the site.

The Head of Economic Development reported that the Council's insurance broker had confirmed that its insurance policy could be bought to bear on the forest project, with further details to be provided to the Committee in due course.

The Director stated that the Hillsborough Forest project, along with other projects contained within the Head of Economic Development's report, linked in with the Council's emerging tourism strategy and referred to the significance of the forthcoming Tower of London and Westminster events.

5.2.11 Rural Tourism Scheme (DAERA) (Cont'd)

It was agreed that Committee notes the update on the Rural Tourism Scheme.

6. Deputation

6.1 Tourism NI - Presentation

The Chairman, Alderman A G Ewart, on behalf of the Committee, extended welcomed Mr McGrillen, Chief Executive, and Tourism NI.

Mr McGrillen thanked the Committee for the invitation to make a presentation and with the aid of PowerPoint proceeded to present an overview of Tourism NI's emerging strategy, including the ambitious targets being set for the Province and the overarching themes for development of the strategy.

During the presentation Mr McGrillen discussed the following:

- Tourism 2030
- Opportunity – Core Markets
- Market Segments – Golf Tourism, Screen Tourism, Cruise Tourism and Business Tourism
- World Class Visitor Experiences (Events and Festivals)
- Business Growth Programme – Priority Actions
- Creation of an Enabling Environment

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

Councillor A Givan entered the meeting at 8.18 pm.

The Chairman thanked Mr McGrillen for his comprehensive presentation following which Mr McGrillen left the meeting (8.39 pm).

It was agreed to recommend that the presentation by Tourism NI be noted.

6.2 Presentation by the Tourism Development Manager - Draft Tourism Strategy & Action Plan for the Council Area

The Head of Economic Development advised that the Council's Tourism Development Manager was in attendance at the meeting in order to present to the Committee on the new Draft Tourism Strategy & Action Plan for the Council area.

The Head of Economic Development reminded Members that Tourism NI provided £5,000 financial assistance towards the Council's Tourism strategy, and explained this Strategy linked the tourism objectives to the Council's Corporate Plan, Community Plan and Local Development Plan. The Tourism Strategy and Action Plan would form the road map for

6.2 Presentation by the Tourism Development Manager - Draft Tourism Strategy & Action Plan for the Council Area (Cont'd)

tourism activity over the next five years, setting out clear direction and outcomes for all tourism work across the City.

It was noted that the Council's Tourism Strategy would be launched at a special Networking Evening in the Tower of London on 17th April 2018 in partnership with Historic Royal Palaces.

The Chairman, Alderman A G Ewart, on behalf of the Committee, extended welcomed to the Tourism Development Manager.

With the aid of PowerPoint the Tourism Development Manager proceeded to present an overview of the new Draft Tourism Strategy & Action Plan for the Council area. During his presentation the Tourism Development Manager elaborated on the following:

- A vision for tourism 2018-2022
- New Strategy 2018-2022
- Five year target for growth
- Focus (the Gem, Hillsborough, Refinement, Collaboration, Infrastructure and Broadening the Charm)
- Branding and Marketing
- Next Steps

Alderman S Martin left the meeting at 8.53 pm and returned at 8.55 pm.

Alderman W J Dillon and Councillor J Baird left the meeting at 9.01 pm. Councillor J Baird returned again at 9.03 pm.

Following the presentation, the Tourism Development Manager responded to a question in connection with the proposal to increase overnight stays in the Council area and the lack of hotel accommodation in the Council area.

The Chairman and thanked the Tourism Development Manager for his presentation. The Director also thanked the Tourism Development Manager and his team for their efforts.

It was proposed by Alderman S Martin, seconded by Councillor T Mitchell, and agreed to recommend that the presentation on the Council's new Tourism Strategy be agreed and that the launch event details be noted.

The Tourism Development Manager left the meeting (9.10 pm).

At this point in the meeting the Director of Service Transformation apologised for the lateness in uploading some of the Committee reports for the meeting which had been due to the adverse weather the previous week when a significant number of staff had been unable to get into work.

7. Report by the Director of Service Transformation (Continued)

7.2 Report by Community Planning Manager

It was proposed by Councillor U Mackin, seconded by Councillor J Gallen, and agreed that the report and recommendations of the Community Planning Manager be adopted subject to any decisions recorded below.

In the absence of the Community Planning Manager the Director presented her report.

Items for Decision

7.2.1 Youth Council

The Committee was reminded that the Youth Council had been launched on 25 January 2018, and reported work had started with the young people on the next phase of their development including capacity building and leadership and citizenship skills training. It was also important the Youth Council understood its role and relationship with the Council, and in this regard a Memorandum of Understanding and a Terms of Reference were being developed and which would be brought to the Development Committee in due course.

The Committee noted from the report that the Youth Council had been developed using a model not previously tried and it had been so successful that the Education Authority (EANI) was keen that it was rolled out in the other ten Council areas. It was being described as community planning in action as it had involved successful partnership working and pooling of several small amounts of funding which had amounted to enough to employ a dedicated senior youth worker for the project. Also, at a recent Department for Communities and NICCY event, this Council's Youth Council model had been promoted and, as a result, the Public Health Agency had offered to part fund the project in the incoming year.

The Committee was advised that the initial funding of the Youth Council had come from the PSNI, PCSP, Good Relations and PEACE IV and had been held centrally in the Community Planning budget and then paid to the Education Authority on receipt of an invoice. Education Authority also used its own resources to fund the project. Approval had been granted for this approach at a meeting of the Governance and Audit Committee in June 2017. The Development Committee was now therefore requested to consider approving the same process to be followed in the 2018/2019 financial year.

It was proposed by Councillor J Gallen, seconded by Councillor T Mitchell, and agreed to recommend that the pooled finance to EANI to cover the cost of the Youth Council project, as outlined above, be agreed.

Item for Noting

7.2.2 Update on Community Planning

The Committee was advised that the next meeting of the Strategic Community Planning Partnership would take place on 22 March 2018. The partners would have the opportunity to discuss and sign the new Partnership Agreement which reflected the next phase in the community planning process and the associated roles and responsibilities. Once the Agreement had been approved the Partnership would be in a position to elect a new Chairman and Vice Chairman.

A copy of the Partnership Agreement had been furnished to the Committee.

It was noted that the partners had had a number of weeks to review the draft Action Plan and a number of comments or suggested changes had been returned.

A copy of the latest version of the draft Action Plan had been furnished to the Committee, together with a copy of the draft work plan for the Community Planning Manager outlining the planned work programme for the next 18 months.

Alderman S Martin referred to the issue he had raised at the previous meeting of the Committee regarding the need to ensure the correct conflict of interest procedures and training were in place for the Action Leads in the draft Community Plan and requested that his comments be included in the Community Plan Draft Action Plan.

The Director responded to comments from Councillor U Mackin in connection with an issue raised under point 4(b) Key Issues - Armed Forces Covenant in the Draft Work Plan document, in particular the reference to 'health family'.

It was agreed to recommend that the update on Community Planning as outlined in the Community Planning Manager's report be noted.

Councillor U Mackin commended the achievement of the Community Planning Manager in bringing the various agencies together within the Council's Community Planning function and asked that the Director convey his sentiments to the Officer concerned.

7.4 Proposed Abandonment at Ballybeen Park, Dundonald

The Committee had been furnished with a copy of a letter and plan received from the Department for Infrastructure regarding the proposed abandonment at Ballybeen Park, Dundonald

It was agreed to recommend that the proposed abandonment at Ballybeen Park, Dundonald be agreed, there being no comments from Members present at the meeting.

Items for Noting

7.5 Promoting a Culture of Lawfulness

The Committee had been furnished with a copy of correspondence and an associated framework to promote a culture of Lawfulness, received from the Department for

7.5 Promoting a Culture of Lawfulness (Cont'd)

Communities, in respect of funding contribution in Tackling Paramilitary, Criminality and Organised Crime. The Director reported that the Department were providing £10,000 across the community planning partnerships, and that this correspondence would be discussed at the Strategic Planning Partnership.

It was agreed to recommend that the Committee note the correspondence from the Department for Communities and proposed funding contribution, as outlined.

7.6 Special Meeting of the Development Committee

It was noted that following consultation with the Chairman of the Committee it was proposed to schedule a Special Meeting of the Development Committee on Wednesday 21 March 2018 at 7.00 pm. The purpose of this Special Meeting was to consider the findings and recommendations of the Lisburn Commerce Against Crime review.

7.7 Budget Report

The Committee had been furnished with and noted the content of the summary Budget Report for Service Transformation for the year to 31 March 2018 as at 31 January 2018.

The Director and The Head of Economic Development responded to a question from Councillor U Mackin in relation to the current total net overall position as at 31 January 2018.

8. Confidential Report by the Director of Service Transformation

It was agreed that the Confidential report and recommendations of the Director of Service Transformation be adopted subject to any decisions recorded below.

The Chairman, Alderman A G Ewart, advised that the business in the confidential report was required to be considered "In Committee" due to the following reasons:

- 8.1 2018 Revision of the West Lisburn Development Framework (WLDF)
Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.2 Belfast Region City Deal – Update
Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.3 Land At M1 Motorway, Dunmurry - Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)

- 8.4 Hillsborough Public Realm Scheme: Consultation Update - Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.5 Update on Outcome of the Successful Tender for the LDP Office Study - Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.6 Temporary Contracts within Service Transformation Directorate - Confidential due to: a) containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information) b) confidential due to containing information relating to any individual, and which is likely to reveal the identity of an individual
- 8.7 Creation of New Head of Service within Service Transformation Directorate Confidential due to: a) containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information) and b) confidential due to containing information relating to any individual, and which is likely to reveal the identity of an individual
- 8.8 Risk Registers - confidential due to containing information relating to the financial or business affairs of any particular organisation(s) (including the Council holding that information)
- 8.9 Rolling Year Absence Figures for the Service Transformation Department Confidential due to containing information which is likely to reveal the identity of an individual

It was proposed by Alderman S Martin, seconded by Councillor A P Ewing, and agreed that the Confidential Business be considered "In Committee" in the absence of press or members of the public.

"In Committee"

Items for Decision

8.1 2018 Revision of the West Lisburn Development Framework (WLDF)

The Committee had been furnished with a copy of the report and presentation that had been delivered at a workshop in connection with the West Lisburn Development Framework on Tuesday 13 February 2018.

A discussion ensued during which the Director responded to questions from Councillors U Mackin, A P Ewing and J Baird.

It was proposed by Councillor J Baird, seconded by Councillor A Givan, and agreed to recommend that:

8.1 2018 Revision of the West Lisburn Development Framework (WLDF) (Cont'd)

- a) Officers seek an independent second opinion on the socio-economic analysis at a cost of up to £5000 and that depending on the outcome, costs for the revision of the framework document are renegotiated with the original consultants, and
- b) the 2018 review is completed following the independent analysis and the initiative is taken forward as a Masterplan within the context of the Local Development Plan.

8.2 Belfast Region City Deal – Update

The Director reported that a number of workshops had been hosted, including one for Elected Members on 12 January 2018 in Newry, Mourne and Down Council, following which key infrastructure, tourism and innovation and employment projects had been identified by each of the participating Councils and submitted as part of the overall Belfast Region City Deal project development, for further consideration and prioritisation.

The Committee had been furnished with

- a) an updated submission in line with the KPMG Templates for each of the Council's agreed projects
- b) a copy of a draft of the proposed Industrial Strategic Framework which included comments that reflected Council priorities from an Economic Development perspective and Local Development Plan perspective, and
- c) a copy of the presentation reflecting a workshop on the Skills Programme for the Belfast Region City Deal.

The Director noted comments from the Committee in relation to governance issues relating to the Belfast Region City Deal initiative and also the role of the Council's eight representatives nominated to the Belfast Region City Deal initiative.

It was proposed by Councillor J Gallen, seconded by Alderman S Martin, and agreed to recommend that the Committee:

- a) considers and reviews the Draft Industrial Strategy and submits any comments to the Economic Development Unit by Friday, 16 March 2018
- b) considers and reviews the refined templates, as circulated, inclusive of the Innovation Centre in partnership with SERC, for the priority projects and submits any comments to the Economic Development Unit by Friday, 16 March 2018
- c) ensures consistency in representation within the Elected Member forum under the Belfast Region City Deal draft governance
- d) notes the progress of the skills framework within the Belfast Region City Deal, and

8.2 Belfast Region City Deal – Update (Cont'd)

- e) notes that, given the tight timelines being demanded, submissions were having to be posted prior to full Council approval however the governance allowed these to be withdrawn should Council not endorse the projects being tabled.

On a proposal by Alderman S Martin and seconded by Councillor U Mackin, it was agreed that the Council's Chief Executive deliver a briefing on the Belfast Region City Deal initiative to the eight Members nominated to this initiative in order to ensure consistency and clarity going forward.

8.3 Land at M1 Motorway, Dunmurry

The Director updated the Committee in respect of the above matter. A copy of a map of the location had been circulated to the Committee.

It was agreed to recommend that the Council rescinds its previous decision to express an interest in the piece of land alongside the M1 Motorway at Dunmurry, it being noted that this supported the approach of the Lagan Navigation Trust as project sponsor in a land transfer through the Community Assets Transfer process.

8.4 Hillsborough Public Realm Scheme: Consultation Update

The Director reminded the Committee that it had agreed the approach to the consultation process for the Hillsborough Public Realm Scheme in October 2017.

The Committee had been circulated with a copy of a report detailing the consultations that had taken place, including a summary of the outcomes of the public consultation exercise, an update on the Planning Application along with an outline of the next steps in the process.

It was agreed to recommend that the Committee:

- a) approves the review of the design team appointment, as outlined by the Director,
- b) if required, approves the use of a procurement framework solution in the appointment of new lead consultancy team to ensure there were no delays, and
- c) notes the update on the consultation process and next steps in relation to the Hillsborough Public Realm Scheme.

8.5 Update on Outcome of the Successful Tender for the LDP Office Study

The Committee had been furnished with a copy of the tender evaluation report in respect of the Office Capacity Study.

It was recommended that the Committee agrees the preferred tenderer in relation to the Office Study, as detailed in the Director's Report, it being noted that the preferred tender

8.5 Update on Outcome of the Successful Tender for the LDP Office Study (Cont'd)

was the superior submission and demonstrated clearly a more detailed understanding and appreciation of what was required. Further outcomes of the Report would be presented to Development Committee as necessary once complete.

8.6 Temporary Contracts within Service Transformation Directorate

The Committee had been furnished with a report detailing the proposals for the current temporary working arrangements within Service Transformation Directorate. The proposals related to two posts within the Directorate. In relation to the proposal for the permanent post the Director of Service Transformation emphasised that this post was supporting the statutory function.

The Director responded to questions in relation to the proposals for the filling of the Statistician post, as outlined in the Director's report.

It was proposed by Councillor T Mitchell, seconded by Councillor A Givan, and agreed to recommend that the proposals as outlined in the Director's report be agreed in principle, it being noted that the above proposals would be considered further through Corporate Services Committee in due course.

Items for Noting

8.7 Creation of New Head of Service within Service Transformation Directorate

The Director outlined the proposal to take forward the first of the senior posts within the previously agreed structure within the Service Transformation Directorate. The Director reported that the new Head of Service post would manage the Planning function and support the Director in the Area Plan Development.

The Director reported that a further report would be brought to the Capital Projects Committee in respect of creating organisational capacity building for capital project delivery.

Comments were noted from Alderman S Martin and Councillor U Mackin in respect of the Council's Efficiency Working Group and the desire of the Group to progress matters more quickly.

It was proposed by Councillor T Mitchell, seconded by Councillor U Mackin, and agreed that the Director's report in respect of the new Head of Service Post within the Service Transformation Directorate be noted.

Councillor S Skillen left the meeting at 9.48 pm.

8.8 Risk Registers

The Committee had been furnished with and noted the content of the undernoted Risk Registers within the Service Transformation Directorate:

- Community Planning
- Economic Development
- Planning
- Local Development Plan
- Service Transformation Directorate

The Committee had been furnished also with a copy of the management response to the draft audit which had been presented to the December meeting of the Governance & Audit Committee, the content of which was noted.

8.9 Rolling Year Absence Figures for the Service Transformation Department

Councillor S Skillen returned to the meeting at 9.50 pm.

The Committee had been furnished with, and noted the content of, a table showing rolling year absence figures for the Service Transformation Department to 31 January 2018.

Additional Confidential Report by the Director of Service Transformation

8.10 Land and Property Services Correspondence

The Committee had been furnished with a copy of a letter from Land & Property Services to the Council's Chief Executive with regard to the Local Government Northern Ireland Mapping Agreement, together with a final copy of the Renewal Agreement. Members were advised that the Council must sign this agreement document in order to benefit from the Mapping Agreement for Councils.

The Director outlined the benefits likely to accrue to Local Government as a consequence of signing up to the Mapping Agreement as outlined in the document circulated, it being noted that Land & Property Services had offered to make a presentation to Members on the Mapping Agreement and the derived benefits to councils.

It was proposed by Alderman S Martin, seconded by Councillor U Mackin, and agreed to recommend that the Council signs the Renewal Agreement in connection with the Local Government Northern Ireland Mapping Agreement.

It was proposed by Councillor A Givan, seconded by the Deputy Mayor, Councillor H Legge, and agreed to come out of Committee and normal business was resumed.

Resumption of Normal Business

9. Any Other Business

9.1 Date of April Meeting of the Committee
The Chairman, Alderman A G Ewart

The Chairman advised the Committee that due to the April meeting of the Committee falling within the Easter Week it was proposed that the meeting be moved to the following week, Wednesday 11 April 2018.

The Director reported that an update on the Council's Car Parking Strategy and the ERDF programme would be brought to the April meeting of the Committee.

9.2 Tower of London and Westminster Events – April 2018
Alderman S Martin

Alderman S Martin requested that a pre-briefing be arranged for those Members attending the Tower of London and Westminster events on 17 and 18 April 2018.

There being no further business the meeting terminated at 9.54 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Corporate Services Committee held in the Council Chamber, Island Civic Centre, The Island, Lisburn on Tuesday 13th March 2018 at 5.30 pm.

PRESENT:

Councillor S Carson (Chairman)

The Right Worshipful The Mayor
Councillor T Morrow

Deputy Mayor
Councillor H Legge

Aldermen A G Ewart MBE, T Jeffers and S Martin

Councillors R B Bloomfield MBE, A P Ewing, O Gawith,
A Grehan, A McIntyre, B Mallon, A Redpath and R Walker

OTHER MEMBERS:

Aldermen D Drysdale and J Tinsley

Councillor B Hanvey

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Service Transformation
Head of Central Support Services
Head of Marketing & Communications (Ms A Goddard)
Acting Head of Human Resources & Organisation Development
Interim Head of Finance & IT
Member Services' Officer

South Eastern Health & Social Care Trust

Ms Roisin Coulter, Director of Planning, Performance & ICT

Commencement of Meeting

The Chairman, Councillor S Carson, welcomed all present to the meeting - in particular those non-Members of the Committee who had been invited for the presentation by the South Eastern Health & Social Care Trust and also an item arising from the Away Day of the 24th January 2018.

The Chairman outlined the evacuation procedures in the case of an emergency and also asked that any Member entering or leaving the meeting alert him accordingly so that the Member Services' Officer 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 Councillors J Craig and M H Tolerton.

Councillor J Gray MBE - a non-Member of the Committee - had also presented an apology for non-attendance.

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 were made:-

- Councillor A P Ewing – Item 1 of Report of Head of Central Support Services – “South Eastern Health & Social Care Trust presentation”. (Member of South Eastern Local Commissioning Group);
- Councillor A P Ewing - Item 4 of Report of Chief Executive – “National Association of Councillors – Annual Membership 2018/2019”. (Member of National Association of Councillors);
- Alderman T Jeffers - Item 1 of Report of Head of Central Support Services – “South Eastern Health & Social Care Trust presentation”. (Chairman of Inter-Agency Working Group at the Ulster Hospital Dundonald)
- Alderman S Martin – Item 8 of Confidential Report of Chief Executive – “Contract for the Provision of Legal Services”. (Former employee of one of the legal firms tendering for the contract). Alderman Martin advised that he would be leaving the meeting during discussion of this item.

3. Minutes of Meeting

It was proposed by Alderman T Jeffers, seconded by Councillor A P Ewing and agreed that the minutes of the meeting of Committee held on the 13th February 2018 as adopted by the Council at its meeting held on the 27th February 2018 be confirmed and signed.

4. South Eastern Health & Social Care Trust - Presentation

As the officials from the South Eastern Health & Social Care Trust were not yet in attendance, it was agreed the confidential report of the Chief Executive be brought forward for consideration.

5. Confidential Report of Chief Executive

The Chairman advised that the reasons for confidentiality were as set out in the agenda, ie:-

- Away Day (24th January 2018) - Outcomes Report on Building Blocks/ Governance/Programming - Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information).
- Antrim Street Car Park, Lisburn - Works by NI Water in Spring 2018 - Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information).
- Head of Service within Service Transformation Directorate - Confidential for reason of information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a government department and employees of, or office holders under, the Council.
- Consideration of Fixed Term Posts - Confidential for reason of information which is likely to reveal the identity of individuals.
- VAT Case – Compound Interest Claim - Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information).
- Corporate Services – Departmental Unit Risk Registers - Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information).
- HR & OD Workforce Data - Confidential for reason of information which is likely to reveal the identity of individuals
- Freedom of Information Requests - Confidential for reason of information relating to individuals.
- Contract for the Provision of Legal Services - Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information).

It was proposed by Councillor R B Bloomfield, seconded by The Right Worshipful The Mayor, Councillor T Morrow, and agreed that the confidential report of the Chief Executive be considered “in Committee”, in the absence of members of the press and public being present.

The Deputy Mayor, Councillor H Legge, entered the meeting. (5.37 pm)

It was proposed by Councillor A P Ewing, seconded by Councillor A McIntyre and agreed that the confidential report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below and other items noted:-

5.1 Away Day (24th January 2018)
Outcomes Report on Building Blocks/Governance/Programming

Presented by the Director of Service Transformation.

It was proposed by Councillor O Gawith, seconded by Alderman A G Ewart and agreed that the “Proposed Next Steps” and the Governance Model of the Outcomes Report on Building Blocks/Governance/Programming be accepted.

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.

6. South Eastern Health & Social Care Trust - Presentation

The Chairman of the Committee, Councillor S Carson, extended a welcome to Ms Roisin Coulter, Director of Planning, Performance & ICT. (5.40 pm)

Ms Coulter thanked the Chairman for the opportunity to address the Committee and apologised for the non-attendance of her colleague, Mr Brendan Whittle (Director of Children’s Services) who was unable to be present.

The Trust had been furnished with a number of items for response prior to the meeting. The responses had been received the previous day and had been placed on SharePoint. The issues were as follows and Ms Coulter explained the Trust’s responses thereto:-

- arrangements that the Trust was considering to try and stop people from parking all day on the Lagan Valley Hospital site but who were not using or visiting the hospital;
- progress on the £70m investment which had been promised some years ago;
- anticipated opening date of the Lisburn Primary & Community Care Centre at the Lagan Valley Hospital site;

- obstacles which had delayed the provision of the Lisburn Primary & Community Care Centre;
- confirmation if an on-site pharmacy would be provided as part of the Lisburn Primary & Community Care Centre;
- need for the diabetic clinic at the Lagan Valley Hospital to be properly resourced as it did not enjoy the same facilities/number of staff as its counterpart at the Ulster Hospital Dundonald.
- procedure for the provision of hearing aid batteries and tubing.

A question in relation to the disposal of the former Seymour House site at Dunmurry had subsequently been submitted. Ms Coulter confirmed that the disposal of this asset was being progressed as it was surplus to the Trust's requirements. The lands on which the neighbouring Lindsey House and the Horticultural Unit were situated were outside of the Seymour House lands and would not therefore be affected by its disposal.

Ms Coulter answered several questions put to her by Members and agreed to:-

- provide details of those users of the LVH who would be exempt from car parking charges at that hospital;
- provide the capacity/usage of the multi-storey car park at the Ulster Hospital;
- provide details of the number of staff using the multi-storey car park at the Ulster Hospital;
- provide details of any plans to extend the multi-storey car park at the Ulster Hospital;
- advise the staff of the Emergency Department at the Ulster Hospital of the thanks expressed by Alderman T Jeffers who had attended the unit on a number of recent occasions.

Ms Coulter expressed her appreciation of the relationship which the Trust enjoyed with the Council and stressed that this was of increasing importance as the Council and other agencies moved towards community planning.

Ms Coulter was thanked for her attendance and informative answers and she left the meeting at 6.20 pm.

It was agreed to recommend that the presentation on behalf of the SE Trust be noted.

Councillor A Redpath entered the meeting during Ms Coulter's presentation.
(5.45 pm)

7. Confidential Report of Chief Executive (Continued)

It was proposed by Councillor O Gawith, seconded by Councillor R Walker and agreed that the remainder of the confidential report of the Chief Executive be considered “in Committee”, in the absence of members of the press and public being present.

7.1 Antrim Street Car Park, Lisburn
Works by NI Water in spring 2018

It was proposed by Alderman T Jeffers, seconded by Councillor B Bloomfield and agreed to recommend that:-

- the decisions of the Environmental Services Committee at its meeting held on the 7th March 2018 to grant and approve a Licence and a Lease to NI Water in regard to the Antrim Street Car Park be supported and that the legalities of this matter be progressed by Corporate Services.
- the Directors of Environmental Services and Service Transformation be kept advised of developments in this regard.

7.2 Head of Service within Service Transformation Directorate

It was proposed by Alderman S Martin, seconded by Alderman T Jeffers and agreed to recommend that the progressing of the Structure considered by the Efficiency Review Steering Group in respect of the Service Transformation Directorate be approved ; specifically the vacant Head of Service role (Planning and Capital Development) and associated actions.

The Director of Service Transformation left the meeting. (6.22 pm)

7.3 Consideration of Fixed Term Posts

Presented by Acting Head of Human Resources & Organisation Development.

It was proposed by Councillor O Gawith, seconded by Councillor B Hanvey and agreed to recommend that the report on fixed-term contracts for the Service Support Directorate and the Chief Executive’s Office be noted and that the filling on a permanent basis of the posts detailed in category one (front-line posts) and category four (recruitment difficulties) be approved in principle at this stage.

The other posts would be considered as the Efficiency Review progressed. The Efficiency Review Steering Group would further consider this matter with a composite report being taken to the Corporate Services Committee for agreement in April 2018.

The Acting Head of Human Resources & Organisation Development made a verbal report in respect of a meeting of the Efficiency Review Steering Group

held earlier that day arising from which it was agreed to recommend on a Proposal made by Councillor A McIntyre and seconded by Councillor A Grehan that:-

- proposals in regard to the filling of posts that are vacant or that may become vacant up to September 2018 be reported to the relevant committee and then to the Corporate Services Committee for approval, where these posts are being proposed to be filled on a permanent basis;
- of the 139 posts that are currently filled by means of Fixed-Term Contracts, 71 of these be made permanent.

7.4 VAT Case – Compound Interest Claim

It was agreed to recommend that the action in relation to VAT cases - Compound Interest Claims, be noted.

The Interim Head of Finance agreed to advise Alderman D Drysdale of:-

- the amount of VAT/Statutory Interest Claim that had been refunded to Castlereagh Borough Council;
- the account to which the refund was lodged at the time.

7.5 Corporate Services Departmental Unit Risk Registers

It was agreed to recommend that the Departmental Unit Risk Registers for Corporate Services be noted. The action plan for Central Support Services had not been available and would be presented to the Committee at its next meeting.

The staff involved in the preparation of the registers were commended for their work in this regard.

Risk Management Training for Members was being held on the 21st and 22nd March 2018.

7.6 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:-

- Absence Management Report (including schedule of Long-Term Absence)
- Schedule of rolling year absence
- Graph of "Total Sickness Days Lost"

- Workforce Profile - Headcount, Contract (permanent/fixed term/full-time/part-time) and Agency Workers.
- Schedule of Internal Trawls and Open Competition.

7.7 Freedom of Information Requests

It was agreed to recommend that the summary of Freedom of Information requests received in January and February 2018 be noted.

Alderman S Martin left the meeting. (6.33 pm)

7.8 Contract for the Provision of Legal Services

It was agreed to recommend that the tender report in respect of the above contract be noted, the tenders having been opened on the 6th March 2018.

The Head of Central Support Services noted comments about other publications in which a tender for the provision of legal services could be placed at the time of the next procurement exercise in this regard.

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

Alderman S Martin re-entered the meeting. (6.35 pm)

8. Report of Interim Head of Finance & IT

It was proposed by Councillor R B Bloomfield, seconded by Councillor A P Ewing and agreed that the report and recommendations of the Interim Head of Finance & IT be adopted, subject to any decisions recorded below and other items noted:-

8.1 Financial Statement

It was agreed to recommend that the financial statement for the period ended the 31st January 2018 be noted, the net profiled expenditure being 5.86% below the approved estimates for the financial year 2017/2018.

8.2 Action Plan – Internal Audit Report on Debtors

It was agreed to recommend that the Action Plan in regard to the Internal Audit on Debtors be noted.

9. Report of Head of Central Support Services

It was proposed by Alderman A G Ewart, seconded by Alderman S Martin 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:-

9.1 South Eastern Health & Social Care Trust – Presentation

Dealt with under Item 6.

9.2 Southern Health & Social Care Trust
Consultation - "Proposal for the Future of Community Equipment"
(Closing Date: 30th April 2018)

The above consultation was available at
<http://www.southerntrust.hscni.net/pdf/PUBLIC%20CONSULTATION%20DOCUMENT.pdf>.

It was agreed to recommend that the consultation be noted, no Member having any comment to make thereon.

9.3 Reports for Committees & Council – Revised Format

It was noted that the revised format of reports would be rolled out to Committees and Council in May 2018.

Members were encouraged to submit any comments they might have on the revised format to the Head of Service at the earliest opportunity.

The Interim Head of Finance & IT left the meeting. (6.38 pm)

9.4 Department of Health for NI – Promoting Organ Donation &
Transplantation in NI
NI Local Government Association – Response Note

The Department of Health consultation on "Promoting Organ Donation & Transplantation in NI" had closed on the 5th March 2018.

It was agreed to recommend that the NILGA comment paper in relation to the Local Government Code of Practice relevant to the above consultation be noted.

9.5 Lisburn & Castlereagh Policing & Community Safety Partnership
Schedule of Meetings

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

10. Report of Head of Marketing & Communications

It was proposed by Councillor A McIntyre, seconded by Alderman A G Ewart and agreed that the report and recommendations of the Head of Marketing & Communications be adopted, subject to any decisions recorded below and other items noted:-

10.1 Production of Council Annual Report 2016/2017

The Head of Service outlined the intention to produce an annual report for 2017/2018 and to the nature of content.

It was proposed by Alderman A G Ewart, seconded by Alderman S Martin and agreed that a 2017/2018 Annual Report be produced with the timescales and scheduling being agreed by the Chief Executive with Corporate Communications.

10.2 Adverse Weather Communications

It was agreed to recommend that the Head of Service's report on the communications that had been put into place during the recent period of adverse weather (1st – 4th March 2018) be noted.

Councillor R B Bloomfield thanked the staff for the information provided during this time.

10.3 La Mon Media Coverage

It was agreed to recommend that the media coverage report in relation to the La Mon commemoration event on the 17th February 2018 be noted.

Councillor A P Ewing expressed his appreciation to the staff who had been involved with the organisation of this event.

10.4 Corporate Plan Consultation

Members were advised that the Corporate Plan entitled "Growth and Connecting 2018-2022" was out to consultation with a closing date of 19th March 2018. The methods of consultation were noted.

10.5 Environmental Services consultation on Waste Management

Members noted that the above consultation had run from the 5th – 23rd February 2018. A Waste/Recycling feature in the Ulster Star on the 23rd March 2018 would feature winners of prizes in this regard.

The Head of Central Support Services left the meeting. (6.40 pm)

10.6 Dog Control Order Consultation

Alderman J Tinsley left the meeting during discussion of this item (6.42 pm)

The Head of Service reported on the methods of consultation associated with the above.

The Head of Service noted Members' comments about widening the methods of consultation for this matter and indeed to extend the closing date for the receipt of comments so as to maximise response. She undertook to take this matter up with the Head of Environmental Health.

10.7 Media Coverage

It was agreed to recommend that the schedules of media coverage for the months of December 2017 – February 2018 be noted.

Councillor A Redpath left the meeting. (6.46 pm)

11. Report of Chief Executive

It was proposed by Councillor A McIntyre, seconded by Councillor A Grehan and agreed that the report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below and other items noted:-

11.1 Local Government Staff Commission for Northern Ireland Dissolution Funding & Continuing Operations 2018/2019

Members had been provided with copy of a letter dated the 22nd February 2018 from the Local Government Staff Commission for Northern Ireland from which it was noted that the Dissolution Order to wind up the Staff Commission would be in place in the near future but that a financial scheme was required for the Commission to perform its statutory functions.

The Council's contribution for 2018/2019 had been calculated at £28,363.00.

It was proposed by Councillor A McIntyre, seconded by Councillor A Grehan and agreed to recommend that the Council's contribution to the Local Government Staff Commission for 2018/2019 in the sum of £28,363.00 be paid.

11.2 Armagh City, Banbridge & Craigavon Borough Council Consultation – "The Council's Audit of Inequalities & Equality Action Plan 2018-2019" (Closing Date: 27th April 2018)

The above consultation was available at
<https://armaghbanbridgecraigavon.citizenspace.com/governance-and-democratic-services/audit-of-inequalities-and-equality-action-plan-con/>.

Copy of a draft response as prepared by the Equality Officer had been provided with the Chief Executive's report.

It was proposed by Alderman A G Ewart, seconded by Councillor A Grehan and agreed to recommend that the response of the Equality Officer to the above document be accepted as the Council's response thereto and be submitted to Armagh City, Banbridge & Craigavon Borough Council by the stipulated closing date of the 27th April 2018.

Alderman D Drysdale left the meeting. (6.50 pm)

11.3 Framework for Promoting a Culture of Lawfulness

Members had been provided with a copy of a paper from the Department of Justice entitled "Promoting a Culture of Lawfulness". An attendant paper entitled "Framework for Promoting a Culture of Lawfulness: Executive Programme for Tackling Paramilitary Activity, Criminality and Organised Crime" had also been provided.

Members considered a report by the Policy Officer on this matter which addressed the involvement of the Department for Communities and other agencies. The DfC had since put forward a number of proposals as follows:-

- That a range of issues are now taken forward in support of the Executive's Programme for Tackling Paramilitary Activity, Criminality and Organised Crime, with particular regard to Action A6. This action invites Community Planning Partnerships to focus on building community confidence in the rule of law and embedding a culture of lawfulness.
- That the Framework for Promoting a Culture of Lawfulness, as amended to reflect feedback from discussions, may be an appropriate document to support how community planning partnerships may incorporate the concept of embedding lawfulness within community plans.
- That funding from DfC of approximately £10,000.00, which is intended to help facilitate discussions around how partnerships address these issues in ways that are specific to individual areas using the Framework to create a common understanding, is split equally across all Strategic Community Planning Partnerships. If approved, this funding is expected to be distributed during March 2018.

The precise nature of discussions would remain a matter for each Community Planning Partnership, although discussions were expected to involve representatives of the PCSP and were likely to incorporate input from the DoJ team charged with taking forward the overall Executive Programme.

DfC had also requested that, as part of these discussions, partnerships explore how the use of participatory budgeting might enhance the opportunity to build confidence in the rule of law and embed a culture of lawfulness within the local area.

It was proposed by Alderman S Martin, seconded by Councillor A Grehan and agreed to recommend that – subject to clarification of issues regarding the funding of £10,000:-

- the use of the Framework for Promoting a Culture of Lawfulness, to support the Strategic Community Planning Partnership in incorporating the concept of embedding lawfulness within community plans, be approved;
- the equal splitting of funding across all Strategic Community Planning Partnerships to assist in facilitating discussions around how partnerships address the issue outlined in ways that are specific to individual areas using the Framework to create a common understanding be approved.

11.4 National Association of Councillors (NI Region)
Annual Membership 2018/2019

Members had been provided with copy of an invoice from the National Association of Councillors (NI) by way of the Council's membership fees for 2018/2019. The invoice was in the sum of £3,200.00.

It was proposed by Councillor A McIntyre, seconded by Councillor A Grehan and agreed to recommend that the invoice in the sum of £3,200.00 from the National Association of Councillors (NI) by way of the Council's membership fees for 2018/2019 be paid.

11.5 Commonwealth Day (12th March 2018) &
Commonwealth Big Lunches (12th March – 22nd April 2018)

Members had been provided with copy of a letter dated the 9th February 2018 from the Foreign & Commonwealth Office in regard to Commonwealth Day on the 12th March 2018 and to Commonwealth Big Lunches running from the 12th March 2018 to the 22nd April 2018.

Members were reminded that the flag for Commonwealth Day had been raised by the Council on the 12th March 2018.

Members noted that – at its meeting held on the 6th March 2018 - the Leisure and Community Wellbeing Committee had considered this correspondence and had recommended that the Council support the concept of the "Big Lunch", as it encouraged community spirit and that - this year and given the short notification - the Council's Community Services staff organise a Lunch event in the Bridge Community Centre for representatives of registered local community groups, with the Mayor, and the Chairman of the Leisure & Community Development Committee in attendance.

Alderman D Drysdale re-entered the meeting. (6.53 pm)

12. Any Other Business

12.1 2 Rifles Homecoming Event/Royal Visit – 9th March 2018
Councillor S Carson

The Chairman of the Committee, Councillor S Carson, expressed his thanks to the Chief Executive and all staff who had been involved in the organisation of the 2 Rifles Homecoming event on the 9th March 2018 which had been attended by HRH Prince Edward, Earl of Wessex. These comments were endorsed by other Members present.

Councillor Carson expressed his disappointment that the local television media had not covered the event despite them having been notified of it.

Alderman D Drysdale left the meeting. (6.58 pm)

12.2 Meeting format
Alderman S Martin

Alderman S Martin asked that the format of meetings be looked at so that the time spent by those officers who might have a few items to report was at a minimum. The Chief Executive noted these comments for consideration.

Alderman J Tinsley re-entered the meeting. (7.00 pm)

12.3 Northern Ireland Local Government Association
Training Programme - "Local Planning Programme for Elected Members"

The Acting Head of Human Resources & Organisation Development referred to an issue raised at the Elected Member Development Steering Group the previous evening in respect of a training programme being organised by NILGA and for which it was seeking two nominees from each Council.

It was proposed by Alderman A G Ewart, seconded by Councillor B Mallon and agreed to recommend that the Chairman and Vice-Chairman of the Planning Committee (or their nominees) be nominated for the "Local Planning Programme for Elected Members" of the Northern Ireland Local Government Association.

There being no further business, the meeting concluded at 7.01 pm.

MAYOR/CHAIRMAN

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Capital Projects Committee held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 13 March, 2018 at 7:04 pm

PRESENT:

Alderman D Drysdale (Chairman)

The Right Worshipful the Mayor
Councillor T Morrow

Deputy Mayor
Councillor H Legge

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

Councillors R T Beckett, O Gawith, A Grehan, B Hanvey,
and A Redpath

OTHER MEMBERS:

Councillor A Givan

IN ATTENDANCE:

Chief Executive
Director of Service Transformation
Head of Economic Development
Head of Service (Sports Services)
Member Services Officer

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Alderman D Drysdale, outlined the evacuation procedures in the case of an emergency.

Councillor A Grehan arrived to the meeting at this point (7.05 pm).

1. **Apologies**

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillor D J Craig and the Director of Leisure & Community Wellbeing.

Alderman J Tinsley arrived to the meeting at this point (7.06 pm).

2. **Declarations of Interest**

There were no declarations of interest.

3. Minutes

It was proposed by Alderman S P Porter, seconded by Alderman W J Dillon and agreed that the minutes of the meeting of the Capital Projects Committee held on 18 January, 2018, as adopted at the meeting of Council held on 23 January, 2018, be confirmed and signed.

Alderman A G Ewart arrived to the meeting at this point (7.07 pm).

4. Report by Chief Executive

There was no report by the Chief Executive.

5. Confidential Business

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

The matters contained in the confidential report would be dealt with "In Committee" due to containing information (a) relating to the financial or business affairs of any particular person (including the Council holding that information) and (b) likely to reveal the identity of an individual.

"In Committee"

It was proposed by Councillor A Redpath, seconded by Alderman M Henderson and agreed that the following matters be considered "in committee", in the absence of members of the press and public being present.

Items for Decision

5.1 Dundonald International Ice Bowl

Members were provided with an update in relation to the Dundonald International Ice Bowl (DIIB) project, including a copy of a programme being worked to by AECOM in support of the internal project board and governance arrangements.

Following discussion, during which a number of Members' queries were addressed, it was proposed by Councillor O Gawith, seconded by Alderman M Henderson and agreed to recommend that approval be given to:

- (a) the Senior Responsible Officer and the project board in respect of phasing the development with an enabling contract/contracts, including approval of the tendering of these contract opportunities through e-sourcing, in line with legislative requirements; and
- (b) the project being developed to RIBA Stage 3/4 maturity in preparation for contracting or development options.

5.1 Dundonald International Ice Bowl (Contd)

At the request of Members, the Director of Service Transformation agreed to provide a higher level programme, including a timeline, in respect of the DIIB project to the next meeting of the Committee.

Alderman M Henderson, as well as the Chairman, Alderman D Drysdale, expressed thanks to the Director of Service Transformation and the Director of Leisure & Community Wellbeing in respect of the work they had carried out thus far in respect of the DIIB project.

5.2 Knockmore M1 Link Road

Alderman S Martin left, and returned to, the meeting during consideration of this item of business (7.45 pm and 7.46 pm respectively).

Members having been provided with an update in relation to the above project, for which a bid had been made for Belfast Region City Deal infrastructure funding, it was proposed by Councillor A Redpath, seconded by Councillor O Gawith and agreed to recommend that:

- (a) approval be given to the commissioning of an economic appraisal that holistically considered the impact of the proposed road development; and
- (b) the Committee note the proposals agreed by the Development Committee for a Masterplan to be incorporated within the Plan Strategy stage of the LDP for the Blaris lands.

A number of questions were asked in relation to this project that the Chief Executive suggested be raised at the next Belfast Region City Deal Members Update meeting.

The Chief Executive advised that the City Deal proposals for infrastructure and innovation funding would be brought to the Capital Projects Committee as well as the Development Committee.

In relation to comments made regarding long term future development of the road, the Director of Service Transformation agreed to feed these into discussions with the Department for Infrastructure as part of the planning process.

Items for Noting

5.3 City Centre Hotel Project

Alderman W J Dillon left the meeting during consideration of this item of business (8.00 pm).

Members having been provided with an update in relation to the City Centre Hotel project, it was proposed by Councillor O Gawith, seconded by Alderman M Henderson and agreed that this be noted.

5.4 Capacity Building in Response to the Risks Identified

Alderman W J Dillon returned to the meeting during consideration of this item of business (8.02 pm).

Members noted from the Chief Executive's report, information on work ongoing to effectively manage risks associated with identified skills gaps. The Committee, at its next meeting, would be provided with a report on various options available and how these might be financed.

Resumption of Normal Business

It was proposed by Alderman A G Ewart, seconded by Alderman W J Dillon 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, the Chairman, Alderman D Drysdale, advised that the next meeting of the Committee would be held in Dundonald International Ice Bowl.

There being no further business, the meeting was terminated at 8.05 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Special Meeting of the Development Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday 21 March 2018 at 7.00 pm

PRESENT:

Alderman A G Ewart MBE (Chairman)

The Right Worshipful the Mayor
Councillor T Morrow

Deputy Mayor, Councillor H Legge

Aldermen D Drysdale and S Martin

Councillors J Baird, S Carson, A P Ewing, J Gallen,
A Grehan, U Mackin, S Skillen and A Redpath

OTHER MEMBERS:

Alderman J Tinsley, Councillors B Bloomfield, O Gawith,
B Hanvey and A McIntyre

IN ATTENDANCE:

Chief Executive
Director of Service Transformation
Head of Economic Development
Audit & Risk Manager
Member Services Officer

Independent Consultants

Mr H McConnell
Mr T Martin

Purpose of Meeting

The Special Meeting of the Development Committee had been convened in order to consider:

- a) an update report and recommendations in relation to Lisburn Commerce Against Crime (LCAC)
- b) an update report on the independent review of the public space CCTV System, and
- c) the future funding of LCAC by the Council.

Commencement of the Meeting

At the commencement of the meeting the Chairman, Councillor A G Ewart, welcomed those present to the Special meeting of the Development Committee, in particular those Members who were not members of the Committee.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen W J Dillon MBE and W A Leathem, Councillors A Givan and M H Tolerton. Councillors N Anderson and J Gray MBE whilst not Members of the Development Committee had also submitted an apology as all Members of Council had been invited to attend the Special Meeting.

The Chairman outlined the evacuation procedures in the case of an emergency.

2. Declarations of Interest

The Chairman, Alderman A G Ewart, 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.

Alderman J Tinsley and Councillor A P Ewing declared an interest in the items contained within the report in regard Lisburn Commerce Against Crime/CCTV System, in view of their membership of the Board of LCAC, and completed a Declaration of Interest form accordingly.

A completed Declaration of Interest form was received from Councillor U Mackin in relation to the items in regard to Lisburn Commerce Against Crime/CCTV System, in view of his membership of the Council's Policing and Community Safety Partnership who assist with funding and support of LCAC.

3. Confidential Business

The Chairman advised that the confidential report in relation to Lisburn Commerce Against Crime (LCAC) would be dealt with "In Committee" due to containing information in relation to:

- the financial or business affairs of any particular organisation (including the Council holding that information)
- information in relation to which a claim to legal professional privilege could be maintained in legal proceedings)
- information likely to reveal the identity of an individual(s))

"In Committee"

It was proposed by Councillor J Gallen, seconded by Councillor A Redpath, and agreed that the items in the confidential report be considered "in committee", in the absence of members of the press and public being present.

Items for Decision

3. Confidential Report by Director of Service Transformation

It was agreed that the report and recommendations of the Director of Service Transformation be adopted, subject to any decisions recorded below.

3.1 Lisburn Commerce Against Crime (LCAC)

A number of documents had been furnished to the Committee in relation to item 1 of the Director's report.

The Director of Service Transformation provided an overview of the findings and recommendations contained in the documents circulated in respect of LCAC and the CCTV system.

It was proposed by Alderman S Martin, seconded by Councillor S Carson, and agreed to recommend that the content of the documents circulated be noted, and that the recommendations, as outlined in the Director's report, be agreed and implemented forthwith.

3.2 Independent Review of the Provision of the Public Space CCTV System in Lisburn & Castlereagh City Council – Report by Consultant

The Committee had been furnished with a copy of a report on the Independent Review of the above-mentioned CCTV System by Mr Harry McConnell and Associates.

A number of other related documents had been furnished to Members under separate cover, for information:

The Director of Service Transformation advised that Mr McConnell and Mr Martin were in attendance at the meeting in order to provide an overview of their report and to respond to questions from the Committee.

It was noted that Mr Neville Armstrong, who had worked alongside Messrs McConnell and Martin in preparing the report on the Independent Review of the CCTV system, had been unable to be in attendance at the meeting.

The Chairman, Alderman A G Ewart, on behalf of the Committee, extended a welcome to Mr McConnell and Mr Martin.

Mr McConnell proceeded to address the Committee in regard to the Review and outlined the series of recommendations for LCAC, the PSNI and the Council to be implemented in the immediate, short term, and medium term.

Mr McConnell put on record the positive work of LCAC through a sound and technical CCTV system.

3.2 Independent Review of the Provision of the Public Space CCTV System in Lisburn & Castlereagh City Council – Report by Consultant (Cont'd)

The Right Worshipful the Mayor, Councillor T Morrow, entered the meeting at 7.28 pm.

Councillor A Redpath left the meeting at 7.30 pm.

A discussion ensued during which Mr McConnell, Mr Martin, the Director and the Head of Economic Development responded to Members' questions in relation to a number of issues raised.

Councillor J Baird left the meeting at 7.40 pm.

Councillor S Carson and Councillor B Bloomfield left the meeting at 7.56 pm.

Councillor A McIntyre as Chairman of the Council's Policing and Community Safety Partnership (PCSP) made a statement in response to item 6.13 in the Independent Review report which referred to an offer of funding from the PCSP to LCAC.

Councillor McIntyre wished to put on record that the PCSP remained fully committed to work with City Centre retailers for the prevention and detection of crime.

The Chairman, Councillor A G Ewart, thanked Messrs McConnell and Martin for their contribution following which they left the meeting (8.01 pm).

It was proposed by Councillor U Mackin, seconded by Alderman S Martin, and agreed to recommend that the recommendations as outlined in the Director's report, including the Independent Review Report be agreed.

The Chief Executive and the Audit & Risk Manager left the meeting.

3.3 Future Funding of LCC Public Space CCTV Provision by the Council

The Director reported that the Council's current funding contract with LCAC finished on 31 March 2018 and referred Members to the three recommendations, as outlined in his report which would ensure the LCAC services would be maintained.

A discussion ensued during which the Director and the Head of Economic Development responded to questions and concerns raised by Alderman S Martin, Alderman D Drysdale, Councillor U Mackin and Councillor A Grehan in relation to the recommendation that the Council's current contract for funding 2017/2018 to LCAC be extended by six months to allow the short-term actions from the Review to be implemented.

The Right Worshipful the Mayor, Councillor T Morrow, proposed that Council funding was provided to LCAC for a period of three months, on a pro-rata basis (up to 31 June 2018), subject to further consideration by the Committee.

3.3 Future Funding of LCC Public Space CCTV Provision by the Council
(Cont'd)

Councillor J Gallen indicated that he supported the proposal by The Right Worshipful the Mayor on the proviso that the Council draws up its own short-term action plan for LCAC. The Right Worshipful the Mayor agreed that this addendum be included in his proposal.

The proposal by The Right Worshipful the Mayor, Councillor T Morrow, seconded by Councillor J Gallen, was put to the meeting and agreed, a recorded vote having been taken at the request of Alderman S Martin. The voting being as follows:

For: The Right Worshipful the Mayor, Councillor T Morrow, Deputy Mayor, Councillor H Legge, Alderman D Drysdale, Alderman A G Ewart, Councillor J Gallen, Councillor U Mackin and Councillor S Skillen. **TOTAL 7**

Against: Alderman S Martin and Councillor A Grehan. **TOTAL 2**

It was also agreed to recommend that

- a) in line with the Accounting Manual a new three year Financial Appraisal is produced for the period 2018-2021 for future consideration by the Development Committee, and
- b) further reports be made to the Development Committee during the above-mentioned three-month period regarding progress made.

It was proposed by Councillor U Mackin, seconded by Councillor S Skillen, and agreed to come out of Committee and normal business was resumed.

There being no further business for consideration the Special meeting terminated at 8.55 pm.

Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Planning Committee held in the Council Chamber, Lisburn & Castlereagh City Council Offices, Island Civic Centre, The Island, Lisburn on Monday 5 February 2018 at 2.00 pm

PRESENT: Councillor L Poots (Chairman)
Councillor N Trimble (Vice-Chairman)
Aldermen J Dillon MBE JP, D Drysdale
Councillors N Anderson, J Craig, O Gawith,
B Hanvey, U Mackin,

OTHER MEMBERS: Alderman J Tinsley
Alderman T Jeffers

IN ATTENDANCE: Director of Service Transformation
Lead Head of Planning
Planning Manager
Principal Planning Officer (RH)
Senior Planning Officers (AS, MCO'N and MB)
Committee Secretary
Attendance Clerk

Cleaver Fulton & Rankin
Kate McCusker (Legal Advisor)

Commencement of Meeting

The Chairman, Councillor L Poots, welcomed everyone to the meeting.

Introductions were made by the Chairman and some Housekeeping and Evacuation announcements were made by the Lead Head of Planning.

1. **Apologies**

It was agreed that apologies for non-attendance at the meeting be recorded from Councillor M Tolerton and Councillor A Girvin.

2. **Declarations of Interest**

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

The following Declarations of Interest were made:

- Councillor B Hanvey declared an interest in LA05/2017/0355/F due to the fact that his son had been the Case Officer. He advised that he would be withdrawing from the meeting during the determination of this application.
- Alderman J Dillon declared an interest in LA05/2017/0708/F as he knew both the applicant and the objector and stated that he would be withdrawing from the meeting during the determination of this application.

3. Minutes

It was proposed by Councillor J Craig seconded by Councillor U Mackin and agreed that the following Minutes be approved and signed.

- Minutes of Meeting of Planning Committee held on 8 January 2018.

4. Report from the Lead Head of Planning

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

Items for Decision

4.1 Report of the Planning Manager

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

4.1.1 Schedule of Applications:

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

The Legal Adviser highlighted paragraphs 46 - 48 of the Protocol for the Operation of the Lisburn & Castlereagh City Council Planning Committee which, she advised, needed to be borne in mind when determinations were being made. The Chairman advised that there were a number of speakers in attendance making representation on some of the applications and therefore the Schedule of Applications would be taken out of order to enable these applications to be taken first. Members were advised that application number LA05/2015/0040/F would be moved to the end of the schedule to facilitate the consideration of information.

Councillor U Mackin then wished to refer to LA05/2015/0040/F and stated that it had come to his attention that the applicant had requested sight of documentation and that this had not happened. It was therefore proposed by Councillor U Mackin, seconded by Councillor J Craig and agreed, that in the interests of openness and transparency, the determination of this application be removed from the Schedule for a period of one month to facilitate this request.

- (1) Y/2009/0407/F – Major Application – Proposed residential development of 109 dwellings (85 houses and 24 apartments), nursing home of 62 bedrooms, ancillary accommodation, associated site works and provision of new signalised junction with Saintfield Road on lands at and to the north of 360 Saintfield Road) Castlereagh Belfast.

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

The Committee, having considered the information provided within the Report of the Senior Planning Officer, agreed by a majority of 9:0 with 0 abstentions to approve the application as outlined in Officer's report and subject to the conditions stated therein with the addition of the following:

It was proposed by Councillor O Gawith, seconded by Councillor B Harvey and agreed that the play park should be constructed following the completion of the 75th unit.

- (2) LA05/2015/0040/F – Major Application – Housing development of 72 dwellings with a mix of terrace and semi-detached houses on lands 100m south of Saddlers Hall, Carnreagh, Hillsborough, accessing from Ballynahinch Road.

Determination of the above application was removed from the schedule pending consideration of file information by the objector (see above for proposal).

- (4) LA05/2016/0405/O – Local Application (Called in) – Dwelling on a farm on lands adjacent to and north-west of 1 Whitemountain, Lisburn.

The Senior Planning Officer (MB) presented this application as outlined within the circulated report.

The Committee received Mr Andrew McCready and Mr William Anderson who wished to speak in support of the application highlighting the following:

- Only one of the required criterion is under question.
- In his opinion this criterion was also met as the land had been maintained by the owner.
- He outlined the farm number history and explained why there were two farm numbers.
- During this entire period the land had been maintained.
- Evidence had been submitted to support this by way of HMRC, Bank and contractor's documentation.
- A six year history of a DARD number is not a necessity
- He outlined cases in ABC Council area where this rationale had been accepted.
- He emphasised that the policy requirements had, in his opinion, been met and that maintenance of land and hedges did constitute agricultural activity.

This was followed by a question and answer session which further explored the nature of the agricultural work carried out on the land and whether this had been carried out by the applicant or under conacre. There was also significant discussion on the history of the farm and how there had been two farm numbers generated.

The Committee received Alderman J Tinsley who wished to speak in support of the application highlighting the following:

- The farm dated back to 1895, he went on to outline some of the history.
- The applicant's daughter wished to return home hence this application.
- He had witnessed the maintenance work carried out at the farm.
- He feels that it is policy compliant.

This was followed by a question and answer session which focused on the length of time the farm had been in existence and the type of maintenance activity carried out.

The Committee received Mr Robbie Butler MLA who wished to speak in support of the application highlighting the following:

- He felt that application had been refused on spurious grounds.
- He feels it is policy compliant as it dated back many years, albeit with a different farm number.
- This was an example of the issues faced in passing a farm through generations and he feels this has caused the problems raised by the Planners.
- He felt that the Committee needed to do whatever it could to support such farms and outlined previous similar applications which had been approved in the past.
- He felt that, in this case, there was more than enough evidence provided to demonstrate compliance and urged approval.

This was followed by a question and answer session which focused on the type of activity taking place at the farm, the evidence produced to confirm this, the needs of the applicant's daughter and the sequence of events leading to the issuing of two farm numbers.

(During the above discussion the Director of Service Transformation left the meeting at 3.20 pm).

The Committee then sought clarification on the policy wording in respect of what constituted an active farm and this was provided. Members of the Committee took cognisance of the fact that the word 'consecutive' was not within the policy wording.

Debate ensued which considered the evidence provided to the committee to support the claim that this was an active farm and that it had been active for more than six years after which the Committee, having considered the information provided within the Report of the Senior Planning Officer and by those making representations, agreed by a majority of 5:4 with 0 abstentions that the

recommendations of the Senior Planning Officer would not be upheld.

The Chairman stated that the Professional Officer's recommendation to refuse planning permission had fallen and that a new motion was now under consideration.

It was proposed by Councillor N Anderson, seconded by Councillor U Mackin, and agreed by a majority of 5:4 with 0 abstentions that the reason cited for approval of the application would be:

- That the Committee consider the farm to be active and in existence for at least six years as evidenced by the HMRC, Bank and contractor information submitted and that it therefore meets the requirements of part (a) of CTY10.

In Committee

At this stage it was proposed by Councillor O Gawith, seconded by Councillor N Anderson and agreed to go into Committee to receive legal advice in the absence of press and public being present.

Members noted the advice provided by the Legal Advisor

It was proposed by Councillor N Anderson seconded by Councillor D Drysdale and agreed to come out of committee and normal business was resumed.

Adjournment of Meeting

The Chairman, Councillor L Poots declared the meeting adjourned at 3.50 pm

Resumption of Meeting

The Chairman, Councillor L Poots declared the meeting resumed at 4.04 pm (Alderman D Drysdale did not return to the meeting at this stage).

LA05/2016/0405/O cont.d ...

It was proposed by Councillor N Trimble, seconded by Councillor N Anderson and by a majority vote of 5:3 with 0 abstentions it was agreed that planning permission for the above application be approved.(Alderman D Drysdale was not present at this stage).

The Chairman then highlighted that, because the application had been recommended for refusal, no conditions had been drafted. It was agreed by the Committee that the application be approved for the planning reasons agreed and that the drafting of conditions be delegated to the Planning Unit.

(Councillor B Hanvey left the meeting at 4.05 pm having declared an interest in the next application.)

(5) LA05/2017/0355/F – Local Application (Called in) – Dwelling and garage on land beside and north of 161 Ballynahinch Road, Lisburn.

The Senior Planning Officer (MCO'N) presented this application as outlined within the circulated report.

The Committee received Mr Stanley Wedlock who wished to speak in opposition to the application highlighting the following:

- He outlined some of the history of development at the location.
- He had no conception that an urban development would spring up.
- He had planted trees at the location and he went on to describe their type and location.
- He feels that this is a two storey house and the upstairs windows overlook his frontage and compromise his privacy.
- He didn't object to housing in the past as they did not overlook.
- He would not have objected to the inclusion of Velux windows instead of Dormer windows.
- He disputed the separation distances quoted.
- He referred to precedent and stated that he could not believe that a dwelling could be fitted into this space.
- The site levels would result in overlooking.
- This would significantly damage his residential amenity.
- He feels it is totally out of character with surrounding development and is overdevelopment.

This was followed by a question and answer session

The Committee received Mr Andrew McCready who wished to speak in support of the application highlighting the following:

- He totally agreed with the recommendations of the Planning Officer.
- Planning were content with the distances and density as were all Consultees.
- There was already an approval in place which was closer to Mr Wedlock's property and was a higher ridge height than this proposal.
- The site forms part of a cluster and is in keeping with its surroundings.
- Mr Wedlock has approval for a dwelling adjacent to his property.
- The application is fully policy compliant.

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report of the Senior Planning Officer, and by those making representations agreed by a majority of 7:0 with 0 abstentions to approve the application as outlined in Officer's report and subject to the conditions stated therein and it was further proposed by Councillor N Anderson, seconded by Councillor U Mackin and agreed that screening be incorporated into these conditions.

(Councillor B Hanvey and Alderman D Drysdale returned to the meeting at 4.40 pm).

(6) LA05/2017/0453/O – Local Application (Called in) - Cluster dwelling and garage to the rear of no 116 Mealough Road Carryduff.

The Principal Planning Officer (RH) presented this application as outlined within the circulated report.

The Committee received Mr J Kirkpatrick who wished to speak in support of the application highlighting the following:

- He feels this application meets with the requirements for a cluster dwelling.
- The lack of a focal point is the only criterion where there may be an issue.
- Planning Appeal decisions have permitted development where this has been the issue in the past and he gave some examples of this.
- He considered the site was visually joined to other buildings and is bounded by residential development.
- He felt this rounded off the site and considered that there would be no demonstrable harm.
- This was an outline application and any issues could be overcome at the design stage.
- The site was not suitable for agricultural use.

This was followed by a question and answer session.

The Committee received Alderman J Tinsley who wished to speak in support of the application highlighting the following:

- The cluster comprises four buildings three of which are dwellings.
- They do form a visual entity in the countryside.
- There is no focal point but this has been allowed for in the past at the appeal stage as outlined by Mr Kirkpatrick.
- The development could be absorbed by rounding off and would integrate well into its surroundings.
- There would be no impact on residential amenity if conditioned and designed appropriately.

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report of the Senior Planning Officer, and by those making representations, agreed by a majority of 5:4 with 0 abstentions to refuse the application as outlined in Officer's report and for the reasons stated therein.

Adjournment of Meeting

The Chairman, Councillor L Poots declared the meeting adjourned at 5.20 pm.

Resumption of Meeting

The Chairman, Councillor L Poots declared the meeting resumed at 6.00 pm.

(Alderman D Drysdale did not return and Alderman J Dillon, having declared an interest in the following application, and did not return to the meeting at this stage either).

(7) LA05/2016/1175/F – Local Application (Called in) – Erection of shed to house animal incinerators to the rear of 6 Grovehill Road, Moira.

The Senior Planning Officer (RH) presented this application as outlined within the circulated report.

The Committee received Mr S Spiers and Mrs K Matthews who wished to speak in support of the application highlighting the following:

- The shed was required to house two animal incinerators.
- The intention was to bring the incinerators indoors due to damage caused to them during bad weather.
- A shed of this size is required due to the use of a fork-lift.
- The business has been established for 18 years.
- Environmental records are kept and all procedures closely adhered to.
- Indoor use will be beneficial to the health and well-being of the business owner as well as reducing damage to the equipment.

This was followed by a question and answer session.

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

Alderman J Dillon returned to the meeting at 6.15 pm.

(8) LA05/2015/0551/F – Local Application (Called in) – Retention of farm building yard, cattle pens and access on lands west of and adjacent to 80 Drumalig Road, Carryduff.

The Committee noted that the above application had been withdrawn from the Schedule to allow further consideration.

(9) LA05/2017/0708/F – Local Application (Called in) – A two storey extension to the rear of dwelling at 12 Robbs Road, Dundonald.

The Senior Planning Officer (MB) presented this application as outlined within the circulated report.

The Committee received Ms J Morton and Mr G Spiers who wished to speak in opposition to the application highlighting the following:

- There would be a lack of 45 degree light affecting their property.
- There was very little separation distance between his property and the proposed extension.
- There were privacy and intrusion concerns.
- Nowadays bedrooms are not only used for sleeping, they can be used for working from home or for studying.
- The affected bedroom is used by a student for studying and he is dependent on natural light to work in. He also pointed out the health benefits of natural light such as mood enhancement.
- There is ample space in the garden area to site an additional bedroom if necessary.
- He outlined research he had carried out which demonstrated that this bedroom could lose up to 5 hours of sunlight in the summer and all sunlight would be lost in the winter.
- He stated that, should this application be approved, he may fall into the circumstances outlined within the Prescription Act.

This was followed by a question and answer session.

The Committee received Mr Ryan McBurney who wished to speak in support of the application highlighting the following:

- The Planning Officer's report is a balanced decision.
- Historically this was a 2 up 2 down dwelling.
- Presently there is no upstairs bathroom which is impractical.
- The extension provides an upstairs bathroom and one additional bedroom.
- The neighbouring property is much larger and has 5 bedrooms.
- The additional bedroom could not be located in the garden as there is an NI Water way leave agreement in place.
- The extension has been designed to reduce its impact on the neighbour as much as possible.
- The neighbour's property is higher and more spacious.
- A flat room has been incorporated to reduce the impact on the neighbour.
- Only one of the 5 bedrooms will be impacted.

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report of the Senior Planning Officer, agreed by a majority of 8:0 with 0 abstentions to approve the application as outlined in Officer's report and subject to the conditions stated therein.

- (10) LA05/2017/0401/O – Local Application (Called in) – Domestic dwelling on lands immediately to the rear of Classic Kitchens, 35a Soldierstown Road, Aghalee.

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

The Committee received Mr M McCorry and Mr Reid who wished to speak in support of the application highlighting the following:

- Mr Reid set up the business 27 years ago.
- There were 29 employees and a number of company vehicles located at the site.
- He lives on site and feels this is important.
- He wants to retire and his daughter will be taking over the business.
- She wants to expand the business and take on around 10 additional staff.
- She also feels it is necessary to live on site due to the fact that deliveries come from all over the UK, Ireland and Europe at all times of the day and night.
- They produce around 20 kitchens per week and this often necessitates shift-working.
- In the future there will be family commitments which will make it even more important that she live on-site.

This was followed by a question and answer session during which questions were asked in relation to the residence already at the site and it was proposed by Councillor O Gawith, seconded by Councillor U Mackin and agreed that determination of this planning application be deferred for a period of 1-2 months pending the receipt of additional information.

- (11) LA05/2017/0744/F – Local Application (Called in) – Proposed refurbishment of existing dwelling with conversion of existing integral double garage to form new kitchen/family room. Proposed new garage/store located in garden area at 1 Monaville Avenue, Lisburn.

The Senior Planning Officer (MB) presented this application as outlined within the circulated report.

The Committee received Ms T Rutledge who wished to speak in opposition to the application highlighting the following:

- She had maintained her home in a traditional style, at some considerable expense, for many years.
- She had been approached in the past by the applicant with a view to exchanging pieces of land.
- She objected to the design and material of the proposed garage.
- The garage would be visible from the road.

- There will be a loss of light and overshadowing due to its size.
- Mature boundary hedging may also be detrimentally affected.
- The design of the development was not sympathetic to existing properties in the area and may detrimentally affect the price of her property.
- The development was out of scale with those in the area and does not harmonise with its surroundings.
- It would set a precedent.
- This was an industrial type building which will be out of character.
- She posed the question “Would you like this building erected beside your home”?

This was followed by a question and answer session.

The Committee received Mr Brian Crawford who wished to speak in support of the application highlighting the following:

- All of the objections were in respect of the garage.
- Some alterations to the garage plans have been made and he has liaised with Building Control in respect of its finish and proximity and he has been advised that it is compliant.
- The frontage has been changed to match the proposed finish of the house.
- It will not be overbearing nor will it result in loss of light as it will only be 1 foot higher than the hedge.

This was followed by a question and answer session.

(During the above discussion Councillor N Anderson left the meeting at 7.06 pm and returned at 7.21 pm).

The Committee, having considered the information provided within the Report of the Senior Planning Officer, agreed by a majority of 7:1 with 1 abstention to approve the application as outlined in Officer’s report and subject to the conditions stated therein. (Councillor N Anderson was unable to vote as he had not been present for the entire discussion).

Adjournment of Meeting

The Chairman, Councillor L Poots declared the meeting adjourned at 7.40 pm.

Resumption of Meeting

The Chairman, Councillor L Poots declared the meeting resumed at 7.50 pm.

- (12) LA05/2016/0216/F – Local Application (Called in) – Erection of 2 no. semi-detached dwellings on lands to the rear of nos. 88-94 Hillsborough Old Road and south-east of no. 2 Edgewater, Lisburn.

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

The Committee received Mr Joseph De Ornellas who wished to speak in opposition to the application highlighting the following:

- The site was small with an irregular perimeter.
- He outlined the history of the site advising that several previous applications had been refused.
- He described surrounding housing.
- He stated that the application was contrary to PPS 7 1.4 and also contrary to Policy QD1 2.2 and 2.7.3
- He outlined overlooking issues in respect of 5 bedroom windows stating that there were also lack of light issues and the proposal did not respect the surrounding context.
- Creating Spaces recommendations were not met.
- There were parking issues.
- He would like to see the site used but these houses were not suitable
- Bungalows would be a preferable alternative.

This was followed by a question and answer session.

The Committee received Mr A Nelson and Mr P Skelly who wished to speak in support of the application highlighting the following:

- He welcomed the recommendation.
- He clarified the size of each site on the site map stating that the proposed sites were larger than those currently in place.
- The site had wider frontage and was set back which replicated the Edgewater Development.
- Side aspects were towards Hillsborough Old Road and provided a visual replication of Edgewater.
- 3 of the windows referred to were bedrooms and the two others were bathroom windows.
- The rear projections were single storey.

This was followed by a question and answer session.

The Committee, having considered the information provided within the Report of the Senior Planning Officer, agreed by a majority of 7:1 with 0 abstentions to approve the application as outlined in Officer's report and subject to the conditions stated therein.

(Alderman J Dillon left the meeting at 8.35 pm and did not return).

(13) LA05/2017/0738/O – Local Application (Called in) – Proposed dwelling and garage (amended proposal) on land adjacent to no 103 Hillsborough Road, Carryduff.

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

(During the presentation the Legal Advisor left the meeting at 8.34 pm returning at 8.43 pm, the Lead Head of Planning left at 8.37 pm returning at 8.38 pm and the Principal Planning Officer left at 8.42 pm returning at 8.43 pm).

The Committee received Mr J Kirkpatrick who wished to speak in support of the application highlighting the following:

- With reference to the suggestion that this would result in additional dwellings this would not be the case as the road provides separation.
- A ribbon would not be created either due to the broken frontage.
- There are 4 or more buildings at the location.
- There is a visual entity from a certain viewpoint.
- There is not a particular demand for a visual entity as demonstrated by appeal cases referred to previously by him in the meeting under another application number.
- The junction is rounded off.
- There will be no detrimental impact on amenity and all issues can be addressed under Reserved Matters.

This was followed by a question and answer session after which it was proposed by the Chairman, Councillor L Poots, seconded by Councillor J Craig and agreed that determination of this application be deferred pending a site visit taking place to assist Members of the Committee in the decision making process.

(3) LA05/2017/1133/F – Local Application – single storey rear extension to dining area and downstairs toilet to side at 27 Haddington Hill Lisburn.

At this juncture, the Chairman and the Lead Head of Planning left the meeting at 8.46 pm and the Chair was taken by the Vice Chairman, Councillor N Trimble.

The Senior Planning Officer (MCO’N) presented this application as outlined within the circulated report.

The Committee, having considered the information provided within the Report of the Senior Planning Officer, agreed by a majority of 6:0 with 0 abstentions to approve the application as outlined in Officer’s report and subject to the conditions stated therein.

The Senior Planning Officer (AS) left the meeting at 9.00 pm and did not return.

The Lead Head of Planning returned to the meeting at 9.01 pm

The Chairman, Councillor L Poots returned to the meeting at 9.03 pm and resumed the position of Chairman with Councillor N Trimble returning to his original place in the Chamber.

4.2. RICS Planning and Development Conference, 8 February 2018

Having been provided with information on the above Conference it was proposed by Councillor N Anderson, seconded by Councillor B Hanvey and agreed by the Committee that any member wishing to attend should contact Members Services to make arrangements as soon as possible given the timeline involved.

Items for Noting

4.3 New Planning IT System

Members had been provided with copy correspondence dated 15 January 2018 from the Department for Infrastructure providing an update on the ongoing work for a new Planning IT system.

A verbal update was provided by the Planning Manager and discussion ensued on other options which may be open to the Council and on the way forward.

The Planning Manager confirmed that he would be in attendance at the next meeting to be held on the IT System and would provide a report to the next Committee Meeting.

The above information was noted.

(The Senior Planning Officers MCO'N and MB left the meeting at 9.08 pm).

4.4 Date of April and May Planning Committee Meetings.

It was noted by the Committee that, after consultation with the Chairman, the dates for the April and May meetings of the Planning Committee would be as set out below due to the fact that the scheduled dates fell on Bank Holidays :

Monday 9 April 2018 at 2.00 pm
Monday 14 May 2018 at 2.00 pm

4.5 Budget Report – Planning Unit

Members had been provided with a summary Budget Report for the Planning Unit for the year to 31 March 2018 as at 31 December 2017.

The above information was noted.

5. Confidential Report from the Lead Head of Planning

It was agreed that the reports and recommendations of the Lead Head of Planning be adopted, subject to any decisions recorded below.

The Chairman advised that the following items would be discussed 'in Committee' for the reasons indicated on the meeting Agenda:

'In Committee'

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

The Legal Advisor left the meeting at this point (9.10 pm)

5.1 To decline to determine a Planning Application

After consideration of a report in respect of a subsequent application (applications LA05/2015/0033/F and LA05/2017/0186/F refer) received in respect of a family home/pet care facility at 116 Halftown Road, Lisburn it was proposed by Councillor U Mackin seconded by Councillor O Gawith and agreed that the Committee would not decline to determine the application but would proceed to determine it.

5.2 Planning Risk Register and Action Plan Review

Members had been provided with a copy of the Planning Risk Register and it was agreed that any comments on this document should be submitted to the Lead Head of Planning by close of business on 12 February 2018.

At the request of Councillor N Anderson it was agreed that some training on material planning considerations and rationale be arranged for Members of the Committee.

5.3 Legal Advice from Senior Counsel in respect of LA05/2015/0342/O

After consideration of the Report and Legal Advice circulated to them, it was agreed that it be noted that the above application would be presented back to the Committee for reconsideration at its meeting in March 2018.

5.4 Enforcement Cases with Court Proceedings in February 2018

Having been provided with information on Enforcement Cases with Court Proceedings in February 2018 it was agreed that the information provided be noted.

5.5 Rolling Year Absence Figures for the Planning Unit

Having been provided with information on rolling year absence figures for the Planning unit, it was agreed that the information be noted.

Resumption of Normal Business

It was agreed to come out of committee and normal business was resumed.

7. Any Other Business

NI Planning Monitoring Framework
The Lead Head of Planning

The Lead Head of Planning advised members that documentation on the above was due to be considered at the forthcoming meeting of the Development Committee and that it may be of interest to Planning Committee members as well. He undertook to circulate a copy to each member of the Planning Committee.

March Meeting of the Committee
The Lead Head of Planning

The Lead Head of Planning advised that the March Planning Schedule would be very heavy and suggested that the meeting would benefit from a 10.00 am start.

It was agreed to accede to the above request.

Information submitted by Applicants and Objectors
Councillor U Mackin

Councillor U Mackin highlighted the importance of ensuring that information received was progressed and circulated appropriately.

There being no further business, the meeting concluded at 9.40 pm.

CHAIRMAN / MAYOR

LISBURN & CASTLEREAGH CITY COUNCIL
MEETING OF COUNCIL – 27 MARCH 2018

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 Council.

The following decisions are required:-

<p>To note correspondence dated 28 February 2018 from the Department of Infrastructure, in response to representations made by the Council in regard to Carriageway Conditions in the Lisburn & Castlereagh area</p>
<p>To note the following:</p> <ul style="list-style-type: none">• DUP Party changes in terms of Committee Membership; and• Resignation of Councillor Quinn and that Councillor B Hanvey has been nominated to replace Councillor Quinn as Vice-Chairman of Corporate Services Committee and Councillor J Gallen to replace him on the Leisure and Community Development Committee
<p>To note that a Special Meeting of Council is to be held on Tuesday 29 May 2018 to receive a presentation from the Department for Infrastructure, Road Service, in regard to their Spring Report</p>
<p>To note that Members from the Lisburn Town South/Killutagh DEA will attend a meeting with the Permanent Secretary, Department for Infrastructure to discuss the enforcement of Article 40 Agreement Brokerstown on 28 March 2018</p>
<p>To note that a copy of the Annual Report and Accounts 2017 has been received from the International Fund for Ireland and can be made available to any interested Member</p>

To note correspondence dated 7 March 2018 from Kensington Palace on behalf of Prince Harry and Ms Meghan Markel to thank the Council for the letter of congratulations on the occasion of their engagement

To note that a copy of Issue 27 of “All Aboard”, the news-sheet of the Central Appointments Unit can be accessed at <https://www.executiveoffice-ni.gov.uk/publications/all-aboard>

FOR NOTING

1 CARRIAGEWAY CONDITIONS IN LISBURN & CASTLEREAGH AREA

Attached at **Appendix 1** is a copy of a letter dated 28 February 2018 from the Department of Infrastructure, in response to representations made by the Council in regard to the above matter.

Recommendation

It is recommended to note the above correspondence.

2 CHANGES TO COMMITTEE MEMBERSHIP

2.1 DUP Committee Membership

Members are advised of the following DUP Party changes in regard to Committee Membership:

- Councillor A Givan to replace Councillor S Skillen on Leisure and Community Development;
- Alderman T Jeffers to replace Councillor M Tolerton on the Planning Committee.

Recommendation

It is recommended to note the above information.

2.2 Councillor C Quinn

Members are advised that a letter of resignation was received from Councillor Quinn to take effect from 9th March 2018.

Members are further advised that Councillor B Hanvey has been nominated to replace Councillor Quinn as Vice-Chairman of Corporate Services and Councillor J Gallen will replace Councillor Quinn on the Leisure and Community Development Committee.

Recommendation

It is recommended to note the above information.

3 SPECIAL MEETING OF COUNCIL – 29 MAY 2018

Members are advised that, following consultation with The Right Worshipful the Mayor, Councillor Tim Morrow, it has been agreed to convene a Special Meeting of Council to be held on Tuesday 29 May 2018 to receive a presentation from the Department of Infrastructure, Roads Service, in regard to their Spring Report. Members will note that further to previous discussions this will be the only presentation received at this Special Meeting.

Recommendation

It is recommended to note the above information.

4 ENFORCEMENT OF ARTICLE 40 AGREEMENT BROKERSTOWN

Members are advised that, following representations by the Council in regard to the above, the Permanent Secretary, Department for Infrastructure has agreed to meet with a deputation of Elected Members to discuss this issue. This meeting will take place on 28 March 2018 at 11.30 am in Clarence Court, Belfast and will be attended by Members from the Lisburn Town South/Killutagh DEA.

Recommendation

It is recommended to note the above information.

5 INTERNATIONAL FUND FOR IRELAND – ANNUAL REPORT AND ACCOUNTS 2017

Members are advised that a copy of the Annual Report and Accounts 2017 has been received from the International Fund for Ireland and can be made available to any interested Member.

Recommendation

It is recommended to note the above information.

6 **LETTER FROM KENSINGTON PALACE**

Attached at **Appendix 2** is a letter dated 7 March 2018 from Kensington Palace on behalf of Prince Harry and Ms Meghan Markel to thank the Council for the letter of congratulations on the occasion of their engagement.

Recommendation

It is recommended to note the above correspondence.

7 **NEWS-SHEET OF THE CENTRAL APPOINTMENTS UNIT - ALL ABOARD**

Members are advised that a copy of Issue 27 of “All Aboard”, the news-sheet of the Central Appointments Unit can be accessed at: <https://www.executiveoffice-ni.gov.uk/publications/all-aboard>

Recommendation

It is recommended to note the above information.

DR THERESA DONALDSON
CHIEF EXECUTIVE
20 March 2018

**DfI Roads
Eastern Division**



Department for

Infrastructure

An Roinn

Bonneagair

www.infrastructure-ni.gov.uk

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BT4 3SH

Telephone: 028 90254600
Texphone: 028 9054 0022
Email: network.maintenance@infrastructure-ni.gov.uk
Being Dealt With By: E McMahon
Your Ref: TD/sb/CE34
Our Ref: MT 79748-18
Date: 28 February 2018

Dear Dr Donaldson

CARRIAGEWAY CONDITIONS IN LISBURN & CASTLEREAGH

Thank you for your letter dated 31 January 2018 on behalf of Lisburn & Castlereagh City Council, regarding the condition of roads within the council area.

DFI Roads has been operating in a challenging budgetary position for some time and this has been having an impact on all road maintenance activities and the condition of the road network. Also, the recent very cold period of winter weather has had an additional impact with water ingress and freeze-thaw action after heavy rainfall and cold snaps leading to the formation of more potholes.

Public safety remains a key priority for the Department and despite the budgetary situation we have delivered a significant programme of resurfacing and surface dressing within the Lisburn & Castlereagh City Council area. We continue to carry out a programme of routine maintenance, including pothole repairs to meet all essential public safety requirements.

The highest priority potholes are currently being repaired and this includes, in many instances, defects up to 100mm in depth. However, on low traffic rural roads only potholes over 100mm are currently being repaired. As always, and in particular during this period of bad weather we would encourage road users to be mindful of road conditions and adjust the way they drive, ride or cycle to ensure it is appropriate for the conditions.



Department for

Infrastructure

An Roinn

Bonneagair

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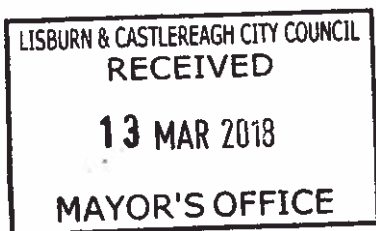
I can advise you that since November 2017, the Lisburn and Castlereagh Section Office has received an additional £900K for carriageway works, including resurfacing and refurbishment. This money has allowed the Department to progress vital resurfacing works at Glebe Road, Roslyn Park, Hazeldene Park, Laurelhill Road and Glen Road, Glenavy. In addition some of this funding is also being used to carry out large scale patching and refurbishment at various locations including Kirkwoods Road, A24 Carryduff Road, Glen Road, Maghaberry and Mealough Road.

I hope you find this of assistance.

Yours sincerely

K MONAGHAN

Divisional Roads Manager



KENSINGTON PALACE

From: Miss Claudia Spens M.V.O.
The Office of TRH The Duke and Duchess of Cambridge and HRH Prince Henry of Wales

Private and Confidential

7th March, 2018

Dear Mr. Mayor,

Prince Harry and Ms. Meghan Markle have asked me to write and thank you and everyone at Lisburn & Castlereagh for your very kind letter of congratulations. I apologise for the delay in replying. We have been overwhelmed by the thousands of letters and cards received recently.

It really was most thoughtful of you and His Royal Highness and Ms. Markle send you all their very best wishes.

It is a very happy time for Prince Harry and Ms. Markle, and indeed for us all, and your message was much appreciated.

Yours sincerely,

Claudia Spens

The Worshipful the Mayor of Lisburn & Castlereagh



Alderman William A Leathem
8 Agars Road, Magheragall, Lisburn BT28 2TG
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Email: william.leathem@lisburncastlereagh.gov.uk
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9th March 2018

NOTICE OF MOTION

“That this Council confers the honorary freedom of the City of Lisburn & Castlereagh on Mrs Joan Christie CVO, OBE. The award is in recognition of Mrs Christie's dedication, service and support to our area in her role as Her Majesty's Lord Lieutenant for County Antrim.”

SECONDED BY ALDERMAN P PORTER

Kind regards


Alderman William A Leathem

