

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 Thursday, 4 October 2018 at 6.05 pm

PRESENT:

Alderman W A Leathem, Chairman

Deputy Mayor, Councillor A Grehan

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

Councillors S Carson, A P Ewing, J Gray MBE, B Hanvey, T Morrow, S Skillen and A Redpath

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Director of Service Transformation
Principal Planning Officer (LDP)
Community Planning Manager
Head of Economic Development
Head of Planning and Capital Development
Environmental Health Manager
Member Services Officer

Commencement of Meeting

The Chairman, Alderman W A Leathem, welcomed Members to the October meeting of the Development Committee.

The Chairman 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 U Mackin, Councillors J Baird and J Gallen.

It was noted that the Deputy Mayor, Councillor A Grehan, would be arriving late to the meeting.

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.

Councillor A P Ewing – item 5.1 Lisburn Commerce Against Crime – in view of his membership of the Board of Lisburn Commerce Against Crime

During the course of the meeting the following interests were declared:

Alderman D Drysdale declared an interest in item 6.6 Global Entrepreneurship Week - in view of his Chairmanship of Inspire Business Centre.

Councillor A Redpath – item 5.7 Lagan Navigation Trust – Proposed New Governance Arrangements with Council - in view of him being a director on Lagan Navigation Trust.

Councillor J Gray – item 5.7 Lagan Navigation Trust – Proposed New Governance Arrangements with Council - in view of her being a Council nomination to Lagan Navigation Trust.

Alderman D Drysdale declared an interest in item 8.1 Training Programme for HGV Drivers – in view of him being Chairman of Inspire Business Centre.

Alderman S Martin declared an interest in item 8.1 Training Programme for HGV Drivers – in view of him being a Director of Inspire Business Centre.

Alderman W J Dillon - item 5.6 Down Royal Racecourse – in view of his membership of Down Royal Racecourse

Declaration of Interest forms were completed accordingly.

3. Minutes

It was proposed by Alderman A G Ewart, seconded by Alderman W J Dillon, and agreed that the Minutes of the meeting of Committee held on 6 September 2018, as adopted by the Council at its meeting 25 September 2018 be confirmed and signed.

4. Report by the Director of Service Transformation

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

4.1 Report by Principal Planning Officer (LDP)

It was proposed by Alderman W J Dillon, seconded by Councillor B Hanvey and agreed that the recommendations of the Principal Planning Officer be agreed subject to any decisions recorded below.

4.1.1 Publication of Housing Monitor Data on Council Website

The Principal Planning Officer referred to the Area Plan Housing Workshop that had taken place on 12 September 2018 at which the issue of publishing the Council's Housing Monitor had been discussed. The Principal Planning Officer advised that this data which tracked annual housing completions on the Council website would be required as part of the evidence base position regarding the Local Development Plan but was not prejudicial to the Plan.

It was agreed to recommend that the Council's Housing Monitor Data be published on the Council website.

4.1.2 Further Housing Workshops for Members

The Principal Planning Officer reported that following the previous Housing Workshop with Members on 12 September 2018, it had been requested that the LDP Unit facilitate two further Workshops as follows:

- a) Workshop re Housing Baseline Maps: Monday 29 October 2018, Chestnut Suite, 4.00 – 6.00 pm

The Principal Planning Officer advised that a series of maps had been produced in-house which related to the urban capacity areas within the Council area with a population around or over 5,000 population. Details included on the maps indicated ongoing sites, developed sites, urban footprint and development limits.

The Principal Planning Officer reported that the Urban Capacity Study also identified a range of sites within the urban footprint and on the edge of the urban footprint that could potentially accommodate further growth.

- b) Workshop re Social and Affordable Housing Monday 26 November 2018, Chestnut Suite, 4.00 pm – 6.00 pm

The Principal Planning Officer reminded the Committee that a key topic of discussion at the previous Housing Workshop had been around the issue of the provision of social and affordable housing. Members had asked that the Northern Ireland Housing Executive and Department for Communities be invited to a further Workshop to help explain the current state of play, and how this could be improved through policies in the Local Development Plan.

4.1.2 Further Housing Workshops for Members (Cont'd)

The Planning Manager responded to comments from the Chairman, Alderman W A Leathem in connection with an invitation to a further workshop on Rural Housing on 11 December 2018. Alderman Leathem expressed concern that there was already a significant number of meetings and events scheduled during December in the run up to Christmas. The Committee having considered this matter agreed that the date for Rural Housing workshop on 11 December remain unchanged.

It was agreed to recommend that the above-mentioned Workshops be approved and that Members note the dates accordingly. All Members of Council were encouraged to attend these housing workshops.

Items for Noting

4.1.3 Publication of Belfast City Council's Draft Plan Strategy 2035

The Committee had been furnished with a summary document of Belfast City Council's Draft Plan Strategy 2035 which had been published recently, it being noted that the formal consultation period had opened on Thursday 20 September 2018 and closed at 5pm on Thursday 15 November 2018.

The Principal Planning Officer reported that the summary document comprised of a strategic section which included the district profile, policy context, vision, strategic aims and objectives and strategic policies with the bulk of the document comprising operational policies which had been transposed from the existing Planning Policy Statements.

The Principal Planning Officer advised that a more detailed report would be provided to the Committee in November 2018 prior to the close of the consultation period on 15 November 2018 which would allow for Members' comments to be incorporated into the response as agreed.

The Director of Service Transformation stated that a short presentation would also be made on this Draft Plan Strategy at the November meeting of the Committee.

It was agreed to note the publication of the Belfast City Council draft Plan Strategy given its role as a neighbouring Council.

4.1.4 DfI Belfast Metropolitan Transport Plan Project Board Meeting

The Principal Planning Officer reported that the first meeting of the DfI Belfast Metropolitan Transport Plan Project Board Meeting had been held in Clarence Court, Belfast on 28 August 2018. It was noted that the Belfast Metropolitan Transport Strategy was intended

4.1.4 Dfl Belfast Metropolitan Transport Plan Project Board Meeting (Cont'd)

to cover the entire former metropolitan area that was covered by the Belfast Metropolitan Area Plan.

The Committee noted from the report circulated a number of points raised by Dfl at the above-mentioned meeting.

A copy of the minutes of the BMTS Project Board meeting on 28 August 2018 had been furnished tot the Committee.

The Director and the Principal Planning Officer responded to questions from Councillor B Hanvey in connection with the ongoing delays by the Dfl in regard to the Belfast Metropolitan Transport Strategy and also the approach by Belfast City Council who had proceeded to publish their Local Development Plan ahead of the Belfast Metropolitan Transport Strategy.

It was agreed that the update by the Principal Planning Officer in relation to Dfl Belfast Metropolitan Transport Plan Project Board Meeting, including the minutes of the BMTS Project Board be noted.

4.1.5 Update on LDP Working Groups

The Principal Planning Officer reported that In order to fully meet the tests of soundness (regarding taking account of neighbouring Councils' plans, policies and strategies), the LDP team had participated in a number of Working Groups to demonstrate that the LDP had been developed having cognisance of neighbouring authorities and the issues they faced.

The Committee noted from the report circulated updates on the meetings of each working groups as follows:

- Metropolitan Area Spatial Working Group - meeting was held on Monday 17 September 2018 at Mid and East Antrim Council
- Neighbouring Councils Spatial Working Group - Newry Mourne & Down to host next meeting – awaiting confirmation of date.
- Lough Neagh Forum - Mid Ulster to host next meeting – awaiting confirmation of date.
- Minerals Working Group - Belfast City Council to host next meeting – awaiting confirmation of date.
- LDP Stakeholder Group – a meeting of the LDP Stakeholder Group took place on 26 September 2018 which provided an update to the key stakeholders and outline next steps in the LDP process.

4.1.6 Update on LDP Evidence Base/Reviews

The Principal Planning Officer updated the Committee in relation to a series of expert studies that were underway as part of the preparation of an Evidence Base and advised that a series of further Policy Workshops would be held with Members during the first quarter 2019 and the consultants would be invited to attend to explain the evidence base at that point.

The Principal Planning Officer left the meeting at 6.25 pm.

4.2 Correspondence Received from the Department for Infrastructure

4.2.1 Roads (NI) Order 1993 – Stopping-Up Millmount Road, Dundonald

The Committee had been furnished with a copy of a letter dated 10 September 2018 from the Department for Infrastructure, Eastern Division, regarding the stopping up of Millmount Road, Dundonald.

It was agreed to recommend that the proposal by the Department regarding the stopping up of Millmount Road, Dundonald, be noted, there being no comments from Members present at the meeting.

4.2.2 Roads (NI) Order 1993 – Proposed Abandonment at Comber Road, Hillsborough

The Committee had been furnished with a copy of correspondence dated 20 September 2018 from the Department for Infrastructure, Eastern Division, regarding the proposed abandonment at Comber, Hillsborough.

It was agreed to recommend that the proposal by the Department regarding the proposed abandonment at Comber Road, Hillsborough, be noted, there being no comments from Members present at the meeting.

The Director noted comments from the Committee in regard to the inaccuracy in the reference to Hillsborough in the above-mentioned correspondence.

4.3 ADEPT Conference

The Committee had been furnished with details of the above conference being held on 22 and 23 November 2018 in Manchester and which focused on delivering sustainable growth for thriving communities.

It was agreed to recommend that attendance at the ADEPT Conference by appropriate Officers be approved (package D at a cost of £320 + VAT) with the view to learning on the issues of place shaping and to give consideration to whether the Council becomes a member of the Association of Directors of Environment, Economy, Planning and Transport.

4.4 Update on Planning Portal

The Committee had been furnished with a report outlining progress in respect of the procurement of a new Planning Portal. It was noted that it had been previously envisaged that a new system would be procured in 2019 with the software being installed across 11 Council Areas in 2022. It was also proposed that the existing system was to be supported under a separate contract but that DfI had since indicated that it was now unlikely that the existing system could be supported until 2022. The Director reported that this had implications for the procurement of the new Planning Portal, the associated costs and timeline for investment.

The Head of Planning and Capital Development responded to questions and concerns from the Committee regarding a potential increased risk associated with the support of the existing system and the cost of the new system. The Head of Planning stated that the delay could mean one or more Councils deciding not to proceed with the project and developing their own system.

It was noted that a meeting with SOLACE to consider this matter further was taking place on 5 October and that further reports would be brought to the Committee in due course.

It was agreed that the update on the procurement of a new Planning Portal be noted, including the associated risks in relation to the operation of the existing portal, the potential for an elongated timeline for the investment and an increase in the associated costs.

4.5 Performance Improvement Associated KPIs – First Quarter 2018/2019 Review

The Committee had been furnished with and noted the content of a report taken from the 'Performance Manager' System (Dashboard) detailing Key Performance Indicators (KPIs) for each service within the organisation. The Director advised that the report was in a summary format and detailed the KPI results for the period April - June 2018 inclusive.

4.6 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 2019 as at 31 August 2018.

The Director discussed the current over expenditure within the Service Transformation Directorate which was principally due to a drop of income relating to the Planning function. Other factors included the costs associated with BRCD which had no budget line items but which were being charged to the Service Transformation Directorate.

The Director and the Head of Planning and Capital Development responded to questions from the Committee in connection with the current budget position within the Planning Department

Items within the Director's Report were proposed by Alderman A G Ewart and seconded by Alderman W J Dillon.

The Head of Planning and Capital Development left the meeting at 6.40 pm.

4.7 Report by Community Planning Manager

Councillor A Redpath left the meeting.

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

Items for Decision

4.7.1 Community Plan Action Plan

The Committee had been furnished with a report setting out statutory guidance for Council's Community Planning function and also a number of recommendations specifically relating to the proposal to develop the next phase of the Council's Community Plan Action Plan.

It was agreed to recommend that the process to develop the next phase of the Community Plan Action Plan be noted, and that the procurement of consultants to help with the development of the next phase of the Action Plan be approved.

4.7.2 Participatory Budgeting

The Committee had been furnished with a report outlining the concept of Participatory Budgeting (PB) which was being used across the world to give communities control of how budgets were allocated. The Community Planning Manager advised that Members had an opportunity under the Community Planning Partnership to explore this approach.

It was proposed by Alderman A G Ewart, seconded by Councillor S Carson, and agreed to recommend that the report on Participatory Budgeting be noted and that Officers investigate with other partners the concept of Participatory Budgeting going forward with a further report to be brought to the Committee in due course.

Councillor A Redpath returned to the meeting at 6.45 pm.

Items for Noting

4.7.3 Speech and Language Project

The Committee had been furnished with an update report on the Speech and Language project which was contained in the Community Plan Action Plan.

The Community Planning Manager reported that following a meeting hosted by The Right Worshipful the Mayor, Councillor U Mackin, with Barnardos, the South Eastern Health and Social Care Trust, the Public Health Agency and Belfast City Council, there was an

4.7.3 Speech and Language Project (Cont'd)

opportunity to enhance what currently existed through a pilot study that would require in kind contributions. The representatives who were leading on this had asked the Council to give consideration to working with Belfast City Council on a pilot project focused on the Lisburn and Colin areas. In order to progress this further it was proposed to enter into discussions with Belfast City Council to see whether they wished to support such a pilot.

Councillor S Carson, Councillor T Morrow and Alderman D Drysdale spoke in support of the Speech and Language Project.

It was agreed to recommend that the update report on the Speech and Language project be noted, with a further report to be brought before the Committee in due course.

4.7.4 Youth Council Recruitment

The Committee had been furnished with an update report on the current position of the Lisburn and Castlereagh Youth Council (LCYC) recruitment process.

The Community Planning Manager reported that work with the young people had been ongoing with regular meetings, training and study visits. Over the summer a number of young people had left the Youth Council and moved on to university or had passed the upper age limit and in response to this they were keen to recruit as soon as possible to enable the Youth Council to continue to grow and develop.

It was agreed that the update report on the Youth Council recruitment be noted.

4.7.5 Age Friendly Update

The Committee had been furnished with an update report on the Age Friendly programme, and details of a mentoring scheme that the 'WHO' had provided for the Age Friendly Co-ordinator.

The Community Planning Manager reported that a number of the Community Planning partners had committed to the Age Friendly process which should result in an action plan to improve the Council's services for the aging population. It also required the development of an Older People's Forum which was in its infancy but was vital to the success of the programme.

The Chairman, Alderman W A Leathem, referred to a contact whom he had met through the former Older People Forum in Lisburn during his term as Mayor, Ms Yvonne Rooney, and suggested that the Community Planning Manager contacts Ms Rooney as she may have something to contribute the Council's Age Friendly project.

It was agreed that the update report on the Age Friendly programme be noted, with further reports on this programme to be brought to the Committee as the scheme progressed.

The Community Planning Manager left the meeting at 6.50 pm.

5. Confidential Report by the Director of Service Transformation

It was agreed that the Confidential Business be considered at this point in the meeting in order to accommodate other Officers in attendance at the meeting.

The Chairman, Alderman W A Leathem, advised that items contained in the Confidential Report (Items) were required to be considered "In Committee" due to the undernoted reasons.

- 5.1 Lisburn Commerce Against Crime (confidential due to containing information relating to the financial or business affairs of the organisation concerned (including the Council holding that information))
- 5.2 Seasonal Car Park Charges – Lisburn City Centre
(Confidential due to containing information relating to the financial or business affairs of the organisation(s) concerned (including the Council holding that information))
- 5.3 Draft Equality Impact Assessment & Access Audit – Lisburn City Centre Public Realm Scheme (Confidential due to containing information relating to the financial or business affairs of the organisation(s) concerned (including the Council holding that information))
- 5.4 Deed for Agreement Pursuant to Section 76 of the Planning Act (Northern Ireland) 2011 between Lisburn & Castlereagh City Council and Mr Richard McLaughlin relating to Lands to East of 54 Bailliesmills Road, Cargacreevy, Lisburn, County Down (confidential due to containing information (a) in relation to which a claim to legal professional privilege could be maintained in legal proceedings and b) likely to reveal the identity of an individual)
- 5.5 Belfast Region City Deal – Resource Requirements
(Confidential due to containing information relating to the financial or business affairs of the organisation concerned (including the Council holding that information))
- 5.6 Down Royal Racecourse (Confidential due to containing information relating to the financial or business affairs of the organisation concerned (including the Council holding that information))
- 5.7 Lagan Navigation Trust – Proposed New Governance Arrangements with Council
(Confidential due 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).
- 5.8 Investment Promotion – Follow on from Tower of London and Westminster Activity
(Confidential due to containing information relating to the financial or business affairs of the organisation concerned (including the Council holding that information))

- 5.9 Integrated Marketing Campaign (Confidential due to containing information relating to the financial or business affairs of the organisation concerned (including the Council holding that information))
- 5.10 Rolling Year Absence Figures for the Service Transformation Department (confidential due to containing information (a) relating to any individual; and (b) which is likely to reveal the identity of an individual)

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

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

“In Committee”

Items for Decision

5.1 Lisburn Commerce Against Crime

Further to the discussion at the meeting of the Development Committee in September in relation to progress made by Lisburn Commerce Against Crime (LCAC), the Committee had been furnished with a further update report, including additional information provided by LCAC regarding the progress made against the previously agreed actions as part of the implementation of the findings of the independent review. The Committee had also been furnished with a confidential activity schedule for the period January to August 2018.

It was proposed by Alderman A G Ewart, seconded by Alderman S Martin and agreed to recommend that:

- a) as the Economic Appraisal for the Provision of Public Space CCTV across the Lisburn Castlereagh Council area was still in draft format, that this matter be considered at the meeting of the Committee on 1 November 2018,
- b) LCAC Board Members and Officers be invited to be in attendance at the November meeting of the Committee, and
- c) a Special Meeting of the Committee be convened thereafter, to which all Members of Council would be invited to attend, in order that a decision be made on the a definitive way forward in relation to the provision of the CCTV system.

The Director responded to comments in regard to the future governance of the LCAC within the Council.

5.2 Seasonal Car Park Charges – Lisburn City Centre

The Committee considered a report on proposed car parking charges in Lisburn City Centre in the run up to Christmas.

In line with delegated authority granted to the Committee by the Council at its Meeting on 25 September 2018, it was proposed by Alderman W J Dillon, seconded by Alderman A G Ewart, and agreed that the Council offers free car parking during the Saturdays in December in the run up to Christmas.

At the request of Councillor A Redpath the Head of Economic Development updated the Committee in regard to the Council's Car Parking Strategy which was currently out to consultation.

The Director encouraged Members to take the opportunity to submit any comments in relation to car parking in the towns and villages within the Council area.

5.3 Draft Equality Impact Assessment & Access Audit – Lisburn City Centre Public Realm Scheme

The Committee had been furnished with a copy of the draft Access Audit and the draft EQIA in respect of the Lisburn City Centre Public Realm Scheme.

It was proposed by Alderman A G Ewart, seconded by Councillor T Morrow and agreed to recommend that the EQIA be put out for Public Consultation for the full statutory consultation period of twelve weeks, with further reports being brought back to Committee in due course.

5.4 Deed For Agreement Pursuant To Section 76 Of The Planning Act (Northern Ireland) 2011 Between Lisburn & Castlereagh City Council and Mr Richard McLaughlin Relating To Lands To East Of 54 Bailliesmills Road, Cargacreevy, Lisburn, County Down

The Director reported that as there was an outstanding matter in respect of the Deed of Agreement relating to the above planning application, consideration of this item of business was being deferred.

5.5 Belfast Region City Deal – Resource Requirements

The Director having reminded the Committee that the Council had agreed in June 2018 to second a management resource from the Economic Development Unit to the Belfast Region City Deal (BRCD) initiative for a period of approximately four months, reported on the ongoing work in support of this Council's involvement in the BRCD, and a series of key strands of work that required to be taken forward.

5.5 Belfast Region City Deal – Resource Requirements (Cont'd)

It was proposed by Councillor T Morrow, seconded by Councillor S Carson, and agreed that the recommendation in relation to the need for dedicated administrative support up to the end of March 2019, as outlined in the report circulated, be approved, subject to agreement by the Council's Corporate Services Committee.

Items for Noting

5.6 Down Royal Racecourse

It was agreed to recommend that the update as outlined in the Director's report be noted and that a presentation from the owners of the Racecourse to the Committee would not be required at this time.

5.7 Lagan Navigation Trust - Proposed New Governance Arrangements with Council

The Committee noted an update in relation to the review of governance arrangements for Lagan Navigation Trust with the Council.

The Director advised that it was anticipated that the new proposals would be presented to Committee in November 2018 for consideration.

5.8 Investment Promotion – Follow on from Tower of London and Westminster Activity

The Director updated the Committee in regard to the ongoing Investment Promotion Programme and in particular a follow up on the hotel development project as a consequence of the 2018 showcase activities at Westminster and the Tower of London.

The Deputy Mayor, Councillor A Grehan, entered the meeting (7.12 pm).

Councillor A Redpath stated that as a Member of the Council's Planning Committee, he had advocated on the Planning Application for the hotel site in question and took no part in the discussion.

It was agreed that the update report on the Council's ongoing Investment Promotion activity in regard to hotel development be noted.

5.9 Integrated Marketing Campaign

The Committee had been furnished with a copy of a tender report on the assessment of the submitted tenders in respect of an Integrated Marketing Campaign to Promote the Lisburn and Castlereagh area.

5.9 Integrated Marketing Campaign (Cont'd)

It was agreed to recommend that the tender report in respect of the Integrated Marketing Campaign be noted, including the recommendation therein to award the tender to the most economically advantageous tender received.

5.10 Rolling Year Absence Figures for the Service Transformation Department

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 August 2018, together with a report on the monthly absence figures.

The Director and the Head of Economic Development responded to questions from the Committee in connection with long term absence levels in the Department.

Additional Confidential Report

5.11 Lagan Valley Island Former Pedestrian Bridge

The Director outlined to the Committee the history of the above pedestrian bridge.

It was proposed by Alderman A G Ewart, seconded by Alderman T Jeffers, and agreed to recommend that the Committee, on legal advice received, agrees to option 1 as outlined in the report circulated.

It was proposed by Councillor A Redpath, seconded by Councillor T Morrow, and agreed to come out of Committee and normal business was resumed.

Resumption of Normal Business

6. Report by Head of Economic Development

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

Items for Decision

6.1 Belfast Regional Tourism Partnership

The Head of Economic Development reminded the Committee that at the December 2017 Development Committee meeting, it had been agreed to sponsor a 'Gold' level package at the Belfast Welcome Centre for the year 2017/2018. This in-store opportunity created a high level tourist facility to better promote and showcase the Lisburn & Castlereagh tourism product offering, as part of the Belfast Plus branding.

6.1 Belfast Regional Tourism Partnership (Cont'd)

The Head of Economic Development reported that the Council had availed of the Partnership information island within the Belfast Welcome Centre for the last 3 years at a cost of £6,000 per annum.

The Committee had been circulated with a detailed report on the details of the Gold opportunity.

It was noted that as part of the sponsorship agreement the Council had the opportunity to use the Belfast Welcome Centre to promote LCCC supported events up to 4 weeks per year. Over the last year the Council had assisted the NI Travel Show, Treat Week, and John Hewitt Society to avail of this opportunity at the Welcome Centre.

It was agreed to recommend that an amount of £6,000 for the 'Gold' sponsorship opportunity, as outlined above, for 2018-2019 be agreed.

6.2 World Travel Market, Excel, London, 5 - 7 November 2018

The Head of Economic Development reported that this year's World Travel Market, being the largest travel trade exhibition in Europe, would take place during 5 - 7 November 2018 in ExCel, London.

Whilst Lisburn and Castlereagh City Council would be branded within the Belfast Regional Tourism Partnership (Visit Belfast), an opportunity existed for representatives from the Council to witness first-hand the marketing and promotional activities of other countries and regions across the globe, including National Tourist Boards. The event also represented an opportunity to identify potential collaborative partners and funding sources to support the development of the Council's tourism offering.

Members noted from the Head of Economic Development's report detail in regard to two important industry events that were organised by Visit Belfast for this year's World Travel Market event, namely;

- a) Monday 5th November – Meet the Irish, Welcome Reception: this event was a great opportunity for the Tourism Ireland trade to meet key travel professionals currently working within the island of Ireland.
- b) Tuesday 6th November - The Belfast Welcome: Visit Belfast and partners network with a selection of key tour operators and travel agents, particularly chosen for their continued support of Belfast and the surrounding area.

It was proposed by Alderman W J Dillon, seconded by Alderman S Martin, and agreed to recommend that the Committee nominates the Chairman and/or Vice Chairman, or their nominee, to represent the Council at the World Travel Market for at least one day to experience first-hand the marketing and promotional activities of Belfast Regional Tourism Partnership, it being noted that the estimated cost of a Members' attendance was £565.70 based on the usual two-night duration.

6.3 Tourism Major Event Funding Requests

Councillor S Skillen left the meeting at 7.28 pm and returned at 7.31 pm.

The Head of Economic Development reminded the Committee of its decision at the January 2018 meeting that new draft criteria would be proposed to assist in allocating funding on a competitive basis to major events from what was previously labelled as the City Promotion Budget.

It was noted that major event match funding in the past had provided support towards third-party events such as Sunflowerfest, Hilden Beer Festival and Moira Calling. For 2019-2020 tourism major events, officers had drafted up a suite of documents to enable external third party organisations to apply for Major Event Funding.

The Committee had been furnished with a number of documents in relation to the proposed assessment criteria, namely; application form, scoring matrix and guidance notes including the appeals procedure for the 2019-2020 Tourism Major Events.

It was noted that after advertising and assessing all funding requests the allocation would be more than the budget available and it was proposed that all events would be provided on a pro rata percentage of the requested amount.

It was agreed to recommend that:

- a) an advertisement for applications for 2019-2020 LCCC Tourism Major Event Funding be placed in the local and national (NI) press in October 2018 with all third party approaches to the Council for match-funding being signposted to this annual call for applications (including new approaches) going forward, and
- b) assessment of the applications be made at the end of November 2018 with a view to taking all recommendations for funding to the January 2019 Development Committee for noting.

It was noted that the above approach would include consideration of funding requests by the organisers of the EIAC European Indoor Archery Championships and International Netball competitions as previously reported to the Leisure and Community Wellbeing Committee in September 2018.

6.4 Belfast Region City Deal MIPIM Cannes Proposal, 12 – 15th March 2019

The Head of Economic Development reported that the MIPIM Cannes, an annual international investment and property conference, was held in Cannes each year and attended by in the region of 26,000 delegates, 3,100 exhibitors and 5,400 investors. The former Lisburn City Council had previously attended MIPIM Cannes along with other Councils and key stakeholders from Northern Ireland.

6.4 Belfast Region City Deal MIPIIM Cannes Proposal, 12 – 15th March 2019 (Cont'd)

The Committee had been furnished with an outline proposal from Belfast City Council inviting Belfast Region City Deal partner Councils to be part of the Belfast delegation to MIPIIM 2019, in Cannes. A number of sponsorship options had been outlined in the proposal for the Committee's consideration, together with a link to the MIPIIM Cannes 2019 conference website which provided an overview of the event including key events, exhibitors and speakers.

The Committee also had been provided with the indicative costings which had been prepared for review should the Council propose attending MIPIIM Cannes in its own right.

It was agreed to recommend on a proposal by Alderman D Drysdale and seconded by Councillor T Morrow, that

- a) the Council agrees, in principle, to attend the MIPIIM Cannes 2019 event as one of the BRCD partner Councils along with the Belfast delegation, and
- b) a further report be brought to the Committee in November to include the views of the other BRCD partner councils on the Belfast proposal.

6.5 Annual Northern Ireland Economic Conference 2018

The Committee had been furnished with details of the Annual Northern Ireland Economic Conference to be held on Thursday 8 November 2018 in Armagh City Hotel at a cost of £165 + VAT.

The Head of Economic Development reported that this annual event was Northern Ireland's premier annual economic analysis event and was unique in being the only forum which takes a high level look at the performance of, and prospects, for the local economy.

It was proposed by Alderman A G Ewart, seconded by Alderman D Drysdale, and agreed to recommend that the appropriate Officers' attendance at the above conference be approved, it being noted that no Member of the Committee wished to attend.

6.6 Global Entrepreneurship Week 12th – 16th November 2018

The Committee had been furnished with an outline of a number of proposed events which the Business Solutions team was planning to take place over Global Entrepreneurship Week, 12th - 16th November 2018 throughout the Council area.

The Head of Economic Development advised that as in previous years it was anticipated that local enterprise partners would come on board to support the Council with resources, hosting and marketing of events.

It is anticipated that the total costs of hosting and marketing these events during Global Entrepreneurship Week will be a maximum of £5,000.

6.6 Global Entrepreneurship Week 12th – 16th November 2018 (Cont'd)

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Councillor A P Ewing and agreed to recommend that the dates of the proposed events being held by the Council during Global Entrepreneurship Week be noted, and that the Council supports the events at a total cost of up to £5,000.

Items for Noting

6.7 Launch of Erasmus+ Master Project

The Head of Economic Development reminded the Committee that the Erasmus+ MASTER Mainstreaming Student Entrepreneurship project had been launched on Friday 24 August 2018 in the Island Civic Centre, Lisburn.

The Head of Economic Development reported that as well as increasing levels of business start-up in the Lisburn and Castlereagh area, this project focused on entrepreneurship skills such as innovation, problem-solving, financial management, design, creative-thinking and resilience, and would benefit young people throughout their working lives regardless of their chosen professions.

It was noted that attendees at this event had included representatives from colleges, enterprise centres, other Councils, Invest NI, youth organisations, charities and local businesses. The event had been also well supported by LCCC Elected Members.

The Committee had been furnished with copies of a number of Outputs of the programme:

- a) a Needs and Opportunities Position Paper comprising research from across the partner countries,
- b) a paper outlining a 'Toolkit to Guide the Establishment of Regional Alliances,
- c) guidelines for the implementation of 10 innovative training initiatives which were best practice from across the EU - the Student Entrepreneurship Toolkit

It was noted that further information and downloadable copies of all the training resources could be accessed on the project website (www.studentstartup.how).

It was agreed that the report on the launch of the Erasmus+ MASTER Mainstreaming Student Entrepreneurship Project be noted.

6.8 Property Agents' Forum 22 November 2018

It was noted that the next Property Agents' Forum was proposed for 22 November 2018 with an invitation again issued to all local property agents and Members of the Development Committee.

6.9 Launch of Erasmus+ Raise Project

The Head of Economic Development reminded the Committee that the Erasmus+ RAISE “Apprenticeships in Action” project and online Toolkit had been launched on 31 August 2018 in the Island Civic Centre, Lisburn. The programme, which had designed an online course to help SME’s to develop apprenticeships, had been delivered by nine Partners from seven countries in which dual system apprenticeships was new or subject to recent reform. The project aimed to address issues whereby SMEs faced problems related to start up, innovation and growth by building the capacity of intermediary bodies to develop and operate support structures which would facilitate SMEs, especially small and micro enterprise, to become apprentice employers.

The launch was attended by 31 delegates from across Northern Ireland. Attendees included representatives from Department for the Economy, local F&HE colleges, local Universities, enterprise centres, other Councils, and local businesses. The event had been also well supported by LCCC Members.

Outputs of the programme as highlighted at the launch had been furnished to the Committee:

- a) an online Toolkit for creating your own Regional Apprenticeship Alliances for SMEs, and,
- b) an online course, “Hire your Apprentice” that SMEs can complete in a flexible way while they plan the recruitment, employment, and training of their first apprentice.

It was noted that further information and downloadable copies of all the training resources could be accessed on the project website www.apprenticeshipalliances.eu

It was agreed that the report on the launch of the Erasmus+ RAISE “Apprenticeships in Action” project be noted.

6.10 Hotel Funding Moratorium – Update

The Head of Economic Development reminded the Committee that some months ago the then Chairman of the Development Committee, Alderman A G Ewart, together with the Director of Service Transformation and Head of Economic Development had met with officials from the Department of the Economy with a view to making the case for the removal of the hotel funding moratorium for hotel projects within a 10 mile radius of Belfast City Centre. At the time officials had advised that in the absence of Ministers the policy could not be changed.

The Head of Economic Development reported that following a change in personnel at the Department, officers had renewed engagement on this important issue and the Department, while restating the need for Ministers to be in place to effect any policy

6.10 Hotel Funding Moratorium – Update (Cont'd)

change, confirmed that the matter (and evidence provided by the Council previously) would now be referred to the Department for Economy Economists, Tourism NI and Invest NI on the question of “market failure” in Tourism Accommodation and the associated moratorium policy.

The Head of Economic Development advised that the Council would continue to work on this matter with the above mentioned organisations, it being noted that a meeting had been arranged with relevant officials from Invest NI in this regard.

It was agreed that the update on the Hotel Funding Moratorium be noted, and that Council writes to the Secretary of State for Northern Ireland in regard to the updated position on the Hotel Funding Moratorium.

7 Additional Report of the Director of Service Transformation

It was proposed by Alderman A G Ewart, seconded by Alderman W J Dillon that the Additional Report and recommendations of the Director of Service Transformation be agreed subject to any decisions recorded below.

7.1 DAERA Consultation on Future Agricultural Policy Frameworks

The Director reported that DAERA were currently consulting on Future Agricultural Policy Frameworks and that the stakeholder engagement document was available on DAERA’s website (<https://www.daera-ni.gov.uk/consultations/northern-ireland-future-agricultural-policy-framework>).

The deadline for responses to this consultation was 10 October 2018, and NILGA had prepared a response having taken into account the views of farming and environmental organisations. A copy of NILGA’s response had been furnished to the Committee for information.

It was agreed to recommend that Members provide any additional comments to the Council’s Programmes Manager by 5.00 pm on Monday 8 October 2018 to enable a separate Council response to be prepared and submitted by the stipulated deadline.

Items for Noting

7.2 Great British High Street Awards 2018 – Finalist

The Director reminded the Committee that Members had been advised at the Committee meeting in September 2018 that an entry in respect of the Great British High Street Awards initiative had been submitted by the Council for Bow Street in Lisburn City Centre.

7.2 Great British High Street Awards 2018 – Finalist (Cont'd)

The Director reported that confirmation had now been received that Bow Street had been shortlisted as a finalist in the Rising Star category of the awards. Judging would take place in October 2018 with a finalist event to be held in London on 14 November 2018.

It was noted that there were three High Streets in each region of the UK and that the two other High Streets in Northern Ireland shortlisted for this award were Armagh and Larne.

The Director reported that an additional category of High Street Hero was also included in the awards competition and again Lisburn City Centre had been successful in their High Street Hero being shortlisted. The person nominated was Mrs Sarah Munn of Penny Square Lisburn, being nominated for her efforts to bring something different to Lisburn City Centre and demonstrating how she had engaged the community in the development of her market and event space in Haslem's Lane.

It was noted that as part of the judging process 30% of the overall score was allocated to a public vote and in this regard a social media campaign would commence next week to promote this to the public and encourage them to vote for our High Street. Members were also encouraged to vote and share the information on social media.

The Deputy Mayor, Councillor A Grehan, and Alderman S Martin having welcomed the success in the above High Street Awards spoke in support of the efforts of the Council's Regeneration team in relation to City Centre initiatives.

The Director responded to Members' comments and welcomed the Committee's joined up strategic approach to the developments in the City Centre, and referred to the Light Festival that was being progressed for Christmas 2018, the Car Park Strategy that was out for consultation currently and the Council's City Centre Conference that was proposed for 2019.

It was agreed to recommend that:

- a) the success of Bow Street, Lisburn in being shortlisted as a finalist in The Great British High Street Awards 2018 be noted,
- b) the public voting opportunity as outlined in the Director's report be promoted accordingly, and
- c) a briefing session/workshop be arranged in regard to the above-mentioned City Centre initiatives in due course .

Councillor A Redpath left the meeting at 7.50 pm.

Alderman W J Dillon left the meeting at 8.05 pm.

7.3 Lisburn Light Festival Update

Alderman W J Dillon returned to the meeting at 8.07 pm.

The Committee noted an update on the plans that were progressing on the delivery of the Lisburn Light Festival.

The Director reported that a full programme of events was being developed, and that Members would be issued with updated information in relation to the full Festival in due course to enable them to also share it and promote the activities.

The Committee noted from the report circulated a summary of the number of businesses committed to date. The Director reported that a positive response had been received to date from stakeholders across the City Centre with retail businesses having signed up to support the activities within the Light Festival in various ways.

The Director reported that work continued to encourage more businesses to support the Council's Light Festival project.

It was agreed that the update on the Light Festival be noted.

8. Any Other Business

8.1 Training Programme for HGV Drivers Alderman D Drysdale

Alderman D Drysdale having referred to the shortage of HGV drivers in Northern Ireland, advised of a company, Bluestones Staffing, operating out of Inspire Business Centre, who ran a training programme for HGV drivers for anyone who was a ratepayer in Belfast. Alderman Drysdale enquired if Lisburn & Castlereagh City Council could consider running a similar programme.

In response, the Head of Economic Development reported that the Economic Development Unit were already looking into a similar scheme in the Lisburn and Castlereagh City area and agreed to bring a report on this matter to a future meeting of the Committee.

8.2 November Meeting of the Development Committee The Chairman, Alderman W A Leathem

Further to comments from the Chairman, Alderman W A Leathem, it was proposed by Councillor S Carson, seconded by Alderman S Martin and agreed that in view of the November meeting of the Committee coinciding with the Fireworks Display at Thiepval Barracks at 7.00 pm on Thursday, 1 November, that the Committee meeting commences at the earlier time of 5.30 pm that evening.

8.3 Condolences to Alderman W J Dillon
The Chairman, Alderman W A Leathem

The Chairman, Alderman W A Leathem, on behalf of the Committee, conveyed sincere sympathy to Alderman W J Dillon on the sudden passing of his sister, Mrs Maureen Patton, on Sunday, 30 September 2018.

8.4 Membership of Lisburn Commerce Against Crime
Councillor A P Ewing

Councillor A P Ewing indicated that he wished to stand down as the Council's nomination from the Development Committee to the Board of Lisburn Commerce Against Crime, having served on this Board since 2006. Councillor A P Ewing stated that he had enjoyed his time on the LCAC Board.

The Chairman, Alderman W A Leathem, thanked Councillor A P Ewing for his contribution on the LCAC Board during that time.

Alderman S Martin also thanked Councillor A P Ewing for his work on LCAC over the past 12 years.

There being no further business the meeting terminated at 8.13 pm.

Mayor/Chairman