

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of a meeting of Lisburn & Castlereagh City Council held in the Island Centre, The Island, Lisburn, on Wednesday, 25 March 2015, at 6.00 pm

PRESENT:

Councillor J Tinsley (Presiding Councillor)
Councillor S Martin (Deputy Presiding Councillor)

Councillors N Anderson, J Baird, T Beckett, B Bloomfield, R Butler, S Carson, P Catney, D Drysdale, J Gallen, O Gawith, A Girvin, A Givan, J Gray, A Grehan, B Hanvey, M Henderson, T Jeffers, V Kamble, W Leathem, H Legge, J McCarthy, A McIntyre, U Mackin, T Mitchell, T Morrow, P Porter, A Redpath, G Rice and M Tolerton

IN ATTENDANCE:

Chief Executive
Director of Corporate Services
Director of Development and Planning
Director of Environmental Services
Director of Finance/Convergence of IT Systems
Director of Leisure Services
HR Business Partner

Lisburn City Council

Assistant Director Corporate Services (MCU)
Assistant Director of Corporate Services (CA)
Assistant Director of Leisure Services
Human Resources Manager
Transition Manager
Centre Manager
Technician
Attendance Clerk

Castlereagh Borough Council

Acting Director of Technical Services
Health and Safety and Emergency Planning Officer
Committee Secretary

Prior to the commencement of the meeting, the Presiding Councillor advised that a trial recording of the meeting would be carried out. The Centre Manager explained the procedures for the recording. It was noted that Members would be provided with a copy of the trial recording and that it would not be broadcast on the intranet.

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillors J Dillon, A Ewart, A Ewing, B Mallon, Jenny Palmer, John Palmer, L Poots and S Skillen

2. Declaration of Conflicts of Interest

Members were invited to declare conflicts of interest and to complete Declaration of Conflict of Interest forms in this regard.

No Declaration of Conflicts of Interest forms were submitted.

3. Council Minutes

3.1 Meeting of Council – 25 February 2015

It was proposed by Councillor M Henderson, seconded by Councillor M Tolerton, and agreed that the minutes of the meeting of the Shadow Council held on 25 February 2015 be adopted and signed subject to the following amendment:

Page 338, Item 5 – Change proposer and seconder of Environmental Services Committee minutes to Councillor B Bloomfield and Councillor T Jeffers respectively.

3.2 Matters Arising

There were no matters arising from the minutes of the Shadow Council meeting held on 25 February 2015.

3.3 Annual General Meeting – 5 March 2015

It was proposed by Councillor S Martin, seconded by Councillor S Carson and agreed that the minutes of the Annual General Meeting, held on 5 March 2015, be adopted and signed.

3.4 Matters Arising

Item 8.2 – Governance and Audit Committee: It was agreed that Councillor B Bloomfield be replaced by Councillor T Mitchell on the Government and Audit Committee

Item 8.3 – Leisure and Community Development Committee: It was agreed that Councillor T Mitchell be replaced by Councillor B Bloomfield on the Leisure and Community Development Committee

4. Legal Documents for Approval and Signature

4.1 Assignment of VAT Claims and Landfill Tax Claims

The Director of Finance and IT Convergence advised that both legacy Councils had outstanding VAT claims lodged with HMRC and, in order to protect these claims, assignment agreements had been drawn up between Lisburn City Council and the new Council and between Castlereagh Borough Council and the new Council.

It was proposed by Councillor M Henderson, seconded by Councillor WA Leathem and agreed to approve the agreements relating to assignment of VAT claims and landfill tax claims.

4.2 Transfer of Pensions Liability

The Director of Finance and IT Convergence advised that he had received from NILGOSC solicitors the apportionment deed relating to the transfer of pension liabilities for staff transferring from Lisburn City Council and Castlereagh Borough Council to Belfast City Council. He advised that some minor changes were required to the document but he sought Council's agreement in principle so that the transfer could proceed by 1 April 2015.

It was proposed by Councillor T Morrow, seconded by Councillor D Drysdale, and agreed that the Council approve in principle the apportionment deed relating to the transfer of pension liabilities for staff transferring from Lisburn City Council and Castlereagh Borough Council to Belfast City Council.

5. Business of the Presiding Councillor

The Presiding Councillor urged all Members to endeavour to be in attendance at the first meeting of the Lisburn and Castlereagh City Council on 1 April 2015.

6. Reports of Committees

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

Planning Committee

9 March 2015

Proposed by Councillor D Drysdale
 Seconded by Councillor G Rice

Matters Arising

Item 4.2 - Protocol on the Operation of the Planning Committee. The Protocol document amended in line with the Planning Committee minute was tabled for Members' information. It was proposed by Councillor D Drysdale, seconded by Councillor M Henderson and agreed to adopt the Protocol as amended.

Development Committee

9 March 2015

Proposed by Councillor M Tolerton
 Seconded by Councillor U Mackin

Governance and Audit Committee

10 March 2015

Proposed by Councillor WA Leathem
 Seconded by Councillor S Carson

Corporate Services Committee

10 March 2015

Proposed by Councillor O Gawith
 Seconded by Councillor G Rice

Environmental Services Committee

11 March 2015

Proposed by Councillor B Bloomfield
 Seconded by Councillor T Jeffers

Leisure and Community Development Committee

12 March 2015

Proposed by Councillor T Beckett
 Seconded by Councillor J Gray

Matters Arising

Item 4.15 – 2015 Lisburn and Castlereagh Half Marathon, 10K and Fun Run Sponsorship: Councillor T Beckett welcomed the continued sponsorship by Coca Cola of the Lisburn and Castlereagh Half Marathon event and advised, at a recent business awards dinner, Coca Cola had received an award for outstanding service to the community.

Councillor Beckett also congratulated Wallace High School for its hockey team's success in winning the Burney Cup Final

7. Report from the Chief Executive

For Decision

7.1 Establishment of Local Action Group Board

Members considered correspondence dated 24 February 2015 from the Department of Agriculture and Rural Development regarding the methodology to be used in the appointment of Councillors to the new Local Action Group Board. Members were updated on the current position relating to the appointment by Belfast City Council to the LAG and noted further information relating to the nominees appointed to represent social partner interests on the LAG Board.

It was agreed to appoint the following 8 members to the LAG Board: Councillor U Mackin, Councillor WA Leathem, Councillor A Ewart, Councillor M Tolerton, Councillor H Legge, Councillor J Baird, Councillor T Morrow, Councillor P Catney

7.2 Emergency Plan Arrangements

7.2.1 Emergency Plan

Members considered a detailed Emergency Plan that would ensure that necessary measures were in place from 1 April 2015 for the activation of Council resources, expertise and coordination with other responding agencies.

It was noted that a Lisburn and Castlereagh City Council Emergency Planning Implementation Group would be instigated to develop and review the Plan on an ongoing basis. The first meeting of this group would take place in April 2015 with a further review of the plan being produced in October 2015. It was agreed to approve the Emergency Plan.

7.2.2 Civil Contingencies Policy Branch (CCPB) Draft Memorandum Of Understanding (MOU) on how Councils Should Discharge Their Civil Contingencies Role at Sub-Regional Level and how CCG (NI) Member Organisations Should Support Councils In The Execution Of That Role

Members considered correspondence dated 13 March 2015 from CCPB outlining measures to enhance Local Government's role in local and sub-regional coordination of emergencies.

Further correspondence dated 24 March 2015 from the Department of the Environment was tabled at the meeting and Members noted that the Department had confirmed that it would be unable to provide the annual Emergency Planning Grant of some £580k or the additional £200k to support the creation of a broader response capability at sub-regional level.

It was agreed that, given the withdrawal of funding from the DoE, the Council defer the signing of the Memorandum of Understanding.

7.2.3 Mutual Aid Agreement (MAA) between Rivers Agency, Transport NI, Northern Ireland Water and Local Government

Members considered a Mutual Aid Agreement between drainage agencies and local government covering arrangements for mutual aid in the supply and deployment of agreed resources in the event of flooding

It was proposed by Councillor M Henderson, seconded by Councillor R Butler and agreed that the Council grant approval for the Chief Executive to sign the MAA on behalf of Lisburn & Castlereagh City Council. It was also agreed that the Council approve the progression of work with the drainage agencies to further enhance the provision of community based resources at known flooding hotspots across the new council area.

7.3 Transfer of Licensee Details for Council Operated Facilities for Entertainment Licences

Members considered a report detailing the Council facilities that required entertainment licences together with the current licensees.

It was proposed by Councillor B Bloomfield, seconded by Councillor M Tolerton and agreed that the Chief Executive should be detailed as the licensee for all Council operated facilities for which an entertainment licence was required.

7.4 Child Protection and Vulnerable Adult Policy for Lisburn & Castlereagh City Council

Members considered a new Child and Adult Safeguarding Policy for Lisburn & Castlereagh City Council that was based on the existing Safeguarding Policies and Procedures of both extant Councils.

It was noted that the policy was presently out for consultation with a number of statutory partners and, should any comments be received, then the necessary amendments would be made and an amended policy would be tabled at a future meeting for Members' information.

It was proposed by Councillor P Catney, seconded by Councillor R Walker and agreed to approve the Child and Adult Safeguarding Policy and Procedures for Lisburn & Castlereagh City Council.

For Noting**7.5 The Local Government (Transitional, Incidental, Consequential and Supplementary Provisions) Regulations (Northern Ireland) 2015**

Members noted that the application of the above regulations would allow the new Council to be known as Lisburn & Castlereagh City Council with effect from 1 April 2015.

With regard to the use of the “ampersand” within the Council’s new name, it was noted that legal advice indicated that there was no reason why it would cause an issue but that, when signing any documents on behalf of the new Council it was important that the full title be used.

7.6 Proposals for a New Regulatory Framework for Social Housing Providers in Northern Ireland

Members noted a series of public consultation events being organised by the Department of Social Development.

Additional Report by the Chief Executive**For Decision****7.7 The Northern Ireland Local Government Code of Conduct for Councillors Guidance for Councillors from the Northern Ireland Commissioner for Complaints**

It was proposed by Councillor M Henderson, seconded by Councillor N Anderson, and agreed that the Council write to the NI Commissioner of Complaints inviting him to a meeting so that Members might raise directly with him issues of concern in respect of the Code of Conduct.

It was proposed by Councillor J Baird, seconded by Councillor S Martin and agreed that the Council consider the next item “in Committee”

8. Confidential Report**8.1 Measures in Connection with the Transfer of Staff**

The HR Business Partner presented a detailed report on the measures to be taken in connection with the transfer of staff to the new Council.

It was agreed to note and approve the progressing of the measures in respect of transfer of staff to the new Council.

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

9. **Any Other Business**

9.1 **ASCERT**

Councillor SP Porter referred to correspondence from ASCERT that had been distributed to Members and asked that they support the initiative by ASCERT.

9.2 **NAC Conference**

Councillor Henderson advised that Castlereagh Borough Council had agreed that he and Councillor Jeffers should attend a forthcoming NAC conference but, as this was taking place in April 2015, he sought the Council's agreement to this.

It was agreed to approve attendance by Councillors Henderson and Jeffers at NAC Conference on 11-13 April 2015.

9.3 **William Keown Trust**

Councillor WA Leathem advised that Mr William Keown had died on 24 March 2015 and he outlined Mr Keown's contribution to the community over many years via the William Keown Trust. It was agreed that the Council should send its condolences to Mr Keown's family

9.4 **Community Planning Workshop**

Councillor WA Leathem referred to the Community Planning Workshop and thanked the Chief Executive and officers for their contribution. He commended the Community Planning Officer, in particular, for her success in arranging the participation of such a wide range of stakeholders,

There being no further business, the meeting ended at 6.40 pm.

Presiding Councillor