

**LISBURN & CASTLEREAGH CITY COUNCIL**

**Minutes of Meeting of Shadow Planning Committee held in the Chestnut Room,  
Lisburn City Council offices, Island Civic Centre, The Island, Lisburn on Monday  
12<sup>th</sup> January 2015 at 5.00 pm**

**PRESENT:** Councillor D Drysdale (Chairman)  
  
Presiding Councillor J Tinsley  
Deputy Presiding Councillor S Martin  
  
Councillors : Anderson, Beckett, Butler, Catney, Dillon, Ewing,  
Girvin, Grehan, Hanvey, Henderson, Jeffers, Mackin, Mitchell,  
John Palmer, Rice, Tolerton

**OTHER MEMBERS:** Councillor Jenny Palmer

**IN ATTENDANCE:** Lisburn City & Castlereagh District Council  
Chief Executive  
Community Planning Manager  
Director of Finance and Convergence of IT Systems  
Financial Controller

Lisburn City Council  
Transition Manager  
Director of Environmental Services  
Assistant Director of Environmental Services (Econ Dev)  
Acting Assistant Director of Environmental Services (Building  
Control)  
Committee Secretary

Castlereagh Borough Councillor  
Transition Manager  
Building Control Manager

Planning Service  
Area Planning Manager

**Commencement of Meeting**

The Chairman, Councillor D Drysdale, welcomed everyone to the Meeting wishing all a Happy New Year.

1. **Apologies**

Apologies for non-attendance at the Meeting were accepted and recorded on behalf of Councillor Poots and it was also noted that Councillor Anderson had advised that he would be arriving late.

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.

During the course of the meeting the following Declaration of Interest was made:

- ⤴ Councillor Rice declared an interest in item 7 of the Report of the Chief Executive, due to her position as a former Chairperson of Clanmil Housing.

3. Minutes of Meeting of Shadow Planning Committee held on 8 December 2014.

It was proposed by Councillor Butler, seconded by Councillor Catney and agreed that the Minutes of the Meeting of the Shadow Planning Committee held on 8 December 2014 as adopted by the Shadow Council at their Meeting held on 17 December 2014 be signed.

(Councillor Rice arrived at 5.02)

4. Reports of Chief Executive

It was agreed that the reports and recommendations of the Chief Executive be adopted, subject to any decisions recorded below:-

4.1 Planning Advertisements – Potential Collaborative Opportunities.

Presented by The Area Planning Manager

The Area Planning Manager highlighted options as circulated within the Report which had been circulated to Members and after consideration of a number of issues it was agreed that a further Report be brought to the committee taking on board the points raised by Members during the discussion.

4.2 Capacity Building Training re Planning - NILGA

Presented by Transition Manager (LCC).

Having been provided with information on a forthcoming Capacity Building training being organised by NIGA, it was agreed that any Member wishing to attend the session organised for Wednesday 28 January 2015 (5.30 pm) at Strule Arts Centre Omagh, contact Member Services to make the appropriate arrangements.

4.3 The Draft Local Government (Performance indicators & Standards) Order (NI) 2015 – Consultation Paper

Presented by Transition Manager (LCC).

After consideration of the information provided within the Report, it was proposed by Councillor Catney, seconded by Councillor Dillon and agreed that a Consultation Paper be prepared by Officers for consideration by the Committee at its meeting to be held on 10 February 2015.

(Councillor Grehan arrived at 5.10)  
(Councillor Girvan arrived at 5.13)  
(Councillor Anderson arrived at 5.15)

#### 4.4 Scheme of Delegation

Presented by the Area Planning Manager.

With the aid of a power point presentation, the Area Planning Manager outlined a proposed Scheme of Delegation. After further discussion it was proposed by Councillor Butler, seconded by Councillor Mackin and agreed that the recommendations within the Area Planning Manager's Report be approved for a trial period of four months after which the arrangements were to be reviewed.

It was further agreed that a Report be brought back to the committee clarifying issues raised during the discussion and providing information on the Planning Team.

#### 4.5 Planning Committee Size

Presented by the Area Planning Manager.

It was proposed by Councillor Tinsley, seconded by Councillor Henderson and agreed that the recommendations within the Area Planning Manager's Report be approved and that the committee should comprise 11 members with no substitutions being permitted.

It was noted that guidance was anticipated from the Department in relation to the political composition of the committee.

#### 4.6 Provision of Legal Services to Lisburn & Castlereagh City Council

Presented by the Chief Executive.

After consideration of the information circulated, it was proposed by Councillor Jeffers, seconded by Councillor Dillon and agreed that a targeted tender from the existing approved select list of LCC legal service providers be used and that the new Council commence the process to procure a panel of legal advisors for the continuity of business moving forward.

#### 4.7 Clanmil Housing

Presented by the Chief Executive.

Members noted the information provided in respect of Clanmil Housing.

4.8 Directors Work Plan

Presented by the Transition Manager (LCC).

Members noted the information provided on the Directors' Work Plan.

4.9 Capacity Building Training

Presented by the Area Planning Manager

Members noted the information provided on the programme of Capacity Building Training outlined within the Area Planning Manager's Report.

Councillor Mackin highlighted the importance of holding an information session to keep Agents updated on proposed changes in procedure.

It was proposed by Councillor Mackin, seconded by Councillor Dillon and agreed that an information session be held for Agents to ensure that they know what to expect in terms of planning application arrangements going forward.

The Chief Executive advised that this was progressing.

4.10 Study Visit to Dundee

Presented by the Chief Executive.

The Chief Executive informed Members that she had been advised that the Chief Executive of Dundee City Council was new in post and that arrangements for a Study Visit would be progressed with him in due course. However, it had come to light that Antrim/Newtownabbey Council were also hoping to arrange a Study Visit to Dundee and it had been suggested that a joint visit be arranged for 20 February 2015.

After discussion it was agreed that attendance at this visit be offered to Members of the Planning Committee and that Officers bring further information to the Full Council Meeting later in the month.

4.11 Half-day Conference, 18 March 2015, Riddell Hall, Queen's University Belfast

Presented by the Transition Manager (LCC).

Members had been provided with information in respect of the above conference scheduled for 18 March 2015 at the Riddell Hall at Queen's University Belfast.

It was agreed that approval be given that the Chair / Vice-Chair, or their nominees, attend the above conference.

4.12 Transfer of Functions and Powers to Local Government – Due Diligence  
Deloitte Report

Presented by The Chief Executive.

Members noted the information provided within the circulated copy of the final draft of the above report, prepared by Deloitte together with copies of correspondence from the Chief Executive Designate of Newry Mourne & Down District Council on behalf of the Local Government Chief Executives' Group to the Minister and also a copy of his response.

(Councillor Tolerton left at 5.50 pm)

5. Confidential Report of the Chief Executive

5.1 Consideration of the Planning Committee Draft Estimates of Income and  
Expenditure for 2015/16

It was proposed by Councillor Ewing, seconded by Councillor Catney, and agreed that the above item be considered "in committee", in the absence of members of the press and public being present.

The Director of Finance and Convergence of IT Systems presented the Draft Estimates of Income and Expenditure for 2015/16 as circulated. This was followed by a question and answer session on the information provided.

It was proposed by Councillor Catney, seconded by Councillor Ewing and agreed to come 'out of committee' and on the resumption of normal business it was agreed that the information provided be noted.

It was further noted that additional information on the Estimates of Income and Expenditure for 2015/16 would be provided to Members in due course.

5. Any Other Business

There being no further business, the meeting concluded at 6.05 pm.

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CHAIRMAN / PRESIDING COUNCILLOR  
PRESIDING COUNCILLOR/CHAIRMAN