

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

RTS/M

Minutes of the Regulatory and Technical Services Committee Meeting held on Wednesday 21 March 2018 at 6.00 pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chairperson: Councillor J Trainor

Members:

Councillor T Andrews	Councillor C Casey
Councillor W Clarke	Councillor D Curran
Councillor G Fitzpatrick	Councillor V Harte
Councillor L Kimmins	Councillor J Macauley
Councillor J Rice	Councillor M Ruane
Councillor G Stokes	Councillor D Taylor
Councillor J Tinnelly	

Officials in Attendance: Mr L Hannaway, Chief Executive
Mr R Moore, Acting Director of Neighbourhood Services
Ms M Ward, Director of Enterprise, Regeneration and Tourism
Mr L Dinsmore, Assistant Director (Acting) Neighbourhood Services (Waste)
Mr C Jackson, Assistant Director of Building Control and Regulations
Mr A McKay, Chief Planning Officer
Mr K Scullion, Assistant Director Facilities Management and Maintenance
Ms C McAteer, Democratic Services Officer

RTS/027/2018: APOLOGIES AND CHAIRPERSON'S REMARKS

An apology was received from Councillor Craig.

RTS/028/2018: DECLARATIONS OF "CONFLICTS OF INTEREST"

There were no declarations of "Conflicts of Interest".

RTS/029/2018: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 21 FEBRUARY 2018

Read: Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 21 February 2018. *(Circulated)*.

Agreed: **It was unanimously agreed to note the Action Sheet.**

A number of Members expressed concerns regarding the negative scrutiny that the R&TS Committee had been coming under in recent weeks, as a result of their decision following the review of the co-mingled MDR collection service across the District and asked what action the Chairperson of Committee or Management would be taking to address this.

In response Mr Hannaway and Mr Moore confirmed that an Internal Review was being prepared following the request at the Council Meeting of March 2018 and when completed it would be circulated to all Councillors. They could not give a definitive timeline on when the report would be ready but hopefully it would be within a couple of weeks.

Mr Hannaway advised that the Committee's role was to agree decisions but if Members felt there were any issues of concern in terms of governance, or the procedures followed, once the Review Report was presented, they could then refer the matter to the Audit Committee for investigation.

Councillor Fitzpatrick asked that the report address the issue that the cheaper option of including glass in blue bins had not been shown to Members.

FOR CONSIDERATION AND/OR DECISION – BUILDING CONTROL AND LICENSING

RTS/030/2018: STREET TRADING DESIGNATION AT MARY STREET/THE SQUARE, ROSTREVOR

Read: Report dated 21 March 2018 from Mr Colum Jackson, Assistant Director of Enterprise, Regeneration and Tourism Department regarding street trading designation at Mary Street/The Square, Rostrevor. The report recommended the designation of one site at Mary Street/The Square, Rostrevor for street trading with the next step being to advertise for potential traders and physically mark out the trading bay. *(Circulated)*.

Councillor Tinnelly proposed not to accept the above recommendation on the basis that he did not see the need for a second pitch as there was already a designated street trading pitch in the Square which was only utilised part of one day each week; a second proposed space would take up 1 or 2 much needed parking spaces in Rostrevor and whilst the proposal was advertised existing traders who pay high rent/rates may not have seen it.

In response to a query from Councillor Ruane, Mr Jackson said in the legacy Council arrangements had been in place whereby if a trader only used their pitch on certain days, they could, with agreement, share the trading pitch with another trader. He said he could see no reason why such an arrangement could not be put in place with the existing trading pitch in Rostrevor, providing all parties were in agreement.

Councillor Tinnelly indicated he would withdraw his proposal.

Agreed: **On the proposal of Councillor Ruane, seconded by Councillor Tinnelly, it was agreed to recommend that a resolution designating Mary Street/The Square, Rostrevor, for street trading be deferred to allow Officers to engage with the owner of the present pitch and the applicant for the proposed new pitch, to see if sharing arrangements could be agreed. If no agreement could be reached the issue be brought back to Committee.**

RTS/031/2018: ROAD CLOSURES FOR SPECIAL EVENTS

Read: Report dated 21 March 2018 from Mr Colum Jackson, Assistant Director of Enterprise, Regeneration and Tourism Department regarding road closures for special events. (*Circulated*). The report recommended:-

- To note the contents of this Report and approve a decision to offer a 50% concession on the administration costs to all voluntary organisations. This is in addition to the previous decision to waive the fees for all Council Community Associations and Registered Charities.
- Agreed to approve a second recommendation to share the advertising cost between a number of organisations if Officers were in a position to do so.
- Issue a refund to those voluntary organisations that have already submitted an application to date.
- The original fees were set at £600 for a large event and £400 for a small event, these costs include an administration fee and £200 advertising costs.
- A further review of fees will be carried out after a further 6 months to determine if fees were appropriate.

Councillor Andrews proposed and Councillor Clarke seconded that the first part of the recommendation should not be approved but instead that it be agreed to recommend the Council offer a 100% concession on the administration costs to all voluntary organisations. This is in addition to the previous decision to waive the fees for all Council Community Associations and Registered Charities. All other recommendations to remain the same as listed in the report.

In response to a query Ms Ward advised there would be resource implications as a 50% subsidy meant a £15k budget deficit and a 100% subsidy would therefore equate to a £30k cost to the Council.

Councillor Tinnelly proposed an amendment that the Officer's recommendations in the report be accepted but there was no seconder for this proposal.

The proposal from Councillor Andrews, seconded by Councillor Clarke, was put to a vote by way of a show of hands and voting was as follows:-

FOR:	13
AGAINST:	NIL
ABSTENTIONS:	1

Agreed: **On the proposal of Councillor Andrews, seconded by Councillor Clarke it was agreed to recommend: -**

- **To note the contents of this Report and approve a decision to offer a 100% concession on the administration costs to all voluntary organisations. This is in addition to the previous decision to waive the fees for all Council Community Associations and Registered Charities.**

- **Agreed to approve a second recommendation to share the advertising cost between a number of organisations if Officers were in a position to do so.**
- **Issue a refund to those voluntary organisations that have already submitted an application to date.**
- **The original fees were set at £600 for a large event and £400 for a small event, these costs include an administration fee and £200 advertising costs.**
- **A further review of fees will be carried out after a further 6 months to determine if fees were appropriate.**
- **Relevant officers, including the DEA Co-Ordinators work with the Council's events team to prepare a draft template which organisations could use for their Traffic Management Plan.**
- **Officers to prepare a report detailing the economic benefits to the District in terms of spend as a result of these events being held.**

FOR CONSIDERATION AND/OR DECISION – PLANNING

RTS/032/2018: FEBRUARY 2018 – PLANNING COMMITTEE PERFORMANCE REPORT

Read: Report on Planning Committee Performance for February 2018.
(Circulated).

Mr McKay said there had been a slight blip in performance over December/January which was due largely to staff absences. However two new temporary staff had now joined the team and a third would be starting next week and he said this would help to reduce any backlog and processing times.

In response to a query from Councillor Andrews, Mr McKay said there were now only 67 applications in the system which pre-dated the Council coming into existence, with one application dating back to 2001, but he was confident these would exit the system very shortly.

Agreed: It was unanimously agreed to note the above Report.

Agreed: It was also unanimously agreed on the proposal of Councillor Clarke, seconded by Councillor Casey, that the Director and Chief Planning Officer undertake a review of the back log of applications and how applications were prioritised, particularly those that bring economic benefits and business growth to the area. A report on the outcome of this review and proposals to move forward to be tabled at the May Regulatory and Technical Services Committee Meeting.

RTS/033/2018: RECORD OF MEETINGS BETWEEN PLANNING OFFICERS AND PUBLIC REPRESENTATIVES 2017-2018

Read: Report of Meetings between Planning Officers and Public Representatives.
(Circulated)

Agreed: It was unanimously agreed to note the above Report.

RTS/034/2018: CURRENT APPEALS – FEBRUARY 2018

Read: Report of current appeals in February 2018. *(Circulated)*

Agreed: It was unanimously agreed to note the above Report.

**FOR CONSIDERATION AND/OR DECISION
– FACILITIES MANAGEMENT & MAINTENANCE**

RTS/035/2018: BUS SHELTERS

Read: Report dated 21 March 2018 from Kevin Scullion, Assistant Director Facilities Management and Maintenance, regarding bus shelter requests.
(Circulated)

Agreed: On the proposal of Councillor Tinnelly, seconded by Councillor Clarke, it was agreed to recommend approval of the following:-

- Bus shelter at Belfast Road, Newry (Belfast Bound) - **a cantilever type bus shelter (no side panels, unless agreed otherwise with TNI) to be erected subject to Mr Scullion liaising with Translink NI regarding any impact on this bus shelter in terms of the recent planning approval obtained for a Park and Ride facility at Sheepbridge.**
- New bus shelter at Newry Road, Forkhill - **A bus shelter should not be erected at this location as it does not fulfil all the criteria as per Council policy. Usage numbers in a rural location must be a minimum of 10 during the course of a day which is not at this location and at least one third or more of home owners in the vicinity objected to the proposed bus shelter**

Agreed: On the proposal of Councillor Andrews, seconded by Councillor Curran to recommend approval to replace the existing bus shelter on Downpatrick Road, Killyleagh.

Agreed: On the proposal of Councillor Stokes, seconded by Councillor Casey, to recommend approval to replace the existing bus shelter on Old Warrenpoint Road, Newry.

Agreed: It was also agreed to note Table 3 which listed bus shelter requests under consideration with comments on progress to date. Mr Scullion advised he would bring a further report to a future Committee Meeting giving an update on progress by Translink on bus shelter requests being considered by them previously reported as progressing to stage 2 assessment.

Agreed: At the request of Councillor Kimmins that Mr Scullion investigate a request for a bus shelter at Fathom Crossroads in Killeen (route used by the 43b bus).

Noted: Councillor Taylor referred to the planning approval granted for a new park and ride facility at Sheepbridge and said one of the stipulations agreed by the Planning Committee was that a representative from Translink would meet with objectors and himself prior to work starting on the scheme. However work had started and no meeting had been held and Councillor Taylor advised he would be raising this with the Chief Planning Officer.

(Councillors Casey, Kimmins and Harte left the meeting – 7.00 pm).

FOR CONSIDERATION AND/OR DECISION – WASTE MANAGEMENT

RTS/036/2018: IMPLEMENTATION OF A CO-MINGLED COLLECTION SERVICE ACROSS THE COUNCIL DISTRICT

Read: Report dated 21 March 2018 from Liam Dinsmore, Assistant Director (Acting) Neighbourhood Services (Waste) regarding the implementation of a co-mingled collection service across the Council District. *(Circulated)*

Agreed: **On the proposal of Councillor Fitzpatrick, seconded by Councillor Stokes, it was unanimously agreed to recommend approval of the Project Plan for the completion of the standard system of a co-mingled collection service across the District to be implemented by 1 April 2019, at the latest.**

RTS/037/2018: REPORT RE: WASTE MANAGEMENT SCALE OF CHARGES 2018-19

Read: Report dated 21 March 2018 from Liam Dinsmore, Assistant Director (Acting) Neighbourhood Services regarding waste management scale of charges 2018-19. *(Circulated)*. The report recommended agreement to:-

- Scale of Charges for Purchase of Wheeled Bins
- Scale of Charges for Waste Collection Services; Trade Waste 2018/19
- Scale of Charges for wastes received at Civic Amenity Sites

Agreed: **On the proposal of Councillor Ruane, seconded by Councillor Andrews, it was agreed to recommend approval of the Proposed Waste Service Scale of Charges 2018/2019 as set out in section 2.1. of the report circulated.**

Agreed: **It was unanimously agreed that the date for the free issue of brown bins be extended for a further 3 months to the end of June 2018.**

Agreed: **At the request of Councillor Ruane it was also unanimously agreed that the list of locations from which Food Waste bags could be collected by the public be circulated to all Councillors for their information (Warrenpoint Town Hall was raised specifically).**

FOR NOTING

RTS/038/2018: 6 MONTHLY REPORT FROM BUILDING CONTROL

Read: 6 Monthly Report from Building Control. *(Circulated)*

Agreed: It was agreed to note the 6 monthly Report from Building Control.

RTS/039/2018: LICENSING REPORT

Read: Licensing Report. *(Circulated)*

Agreed: It was agreed to note the Licensing Report.

RTS/040/2018: HISTORIC ACTION SHEET

Read: Historic Action Sheet. *(Circulated)*

Agreed: It was agreed to note the historic action sheet.

RTS/041/2018: ARC 21 JOINT COMMITTEE MEETING - MINUTES OF THE MEETING HELD ON FRIDAY 23 FEBRUARY 2018

Read: Arc 21 Joint Committee Meeting Minutes dated Friday 23 February 2017. *(Circulated)*

Agreed: It was agreed to note the Arc 21 Joint Committee Meeting Minutes held on Friday 23 February 2018.

RTS/042/2018: ARC 21 JOINT COMMITTEE MEMBERS MONTHLY BULLETIN 23 FEBRUARY 2018

Read: Arc 21 Joint Committee Members Monthly Bulletin 23 February 2018. *(Circulated)*

Agreed: It was agreed to note the Arc 21 Joint Committee Members Bulletin dated 23 February 2018.

ITEM TAKEN IN CLOSED SESSION

RTS/043/2018: SCALE OF CHARGES APPLICABLE TO arc21 CONTRACTS

Agreed: On the proposal of Councillor Fitzpatrick, seconded by Councillor Stokes, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information in accordance with Part 1 of Schedule 6 of the Local Government Act (NI) 2014.

Read: Paper detailing the scale of charges applicable to arc21 Contracts. *(Circulated)*

Agreed: On the proposal of Councillor Andrews seconded by Councillor Stokes, seconded by Councillor Clarke, it was agreed the Committee come out of closed session.

Agreed: **When the Committee came out of closed session the Chairperson reported it had been agreed on the proposal of Councillor Curran seconded by Councillor Stokes to note the Scale of Charges applicable to arc21 Contracts.**

There being no further business the meeting ended at 7.10 pm.

For adoption at the Council Meeting to be held on Monday 9 April 2018.

Signed: **Councillor John Trainor**
Chairperson of Regulatory & Technical Services Committee

Signed: **Mr R Moore**
Acting Director of Neighbourhood Services