

## **NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

RTS/M

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**Minutes of the Regulatory and Technical Services Committee Meeting held on Wednesday 19 October 2016 at 5.00 pm in the Boardroom, District Council Offices, Monaghan Row, Newry**

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**Chairperson:** Councillor R Mulgrew

**Members:** Councillor T Andrews            Councillor C Casey  
Councillor G Craig                    Councillor D Curran  
Councillor V Harte                    Councillor D Hyland  
Councillor D Taylor                  Councillor J Macauley  
Councillor J Trainor

**Officials in Attendance:** Mr C O'Rourke, Director of Regulatory and Technical Services  
Mr J Parkes, Assistant Director of Waste Management  
Mr K Scullion, Assistant Director Facilities Management and Maintenance  
Mr C Jackson, Assistant Director of Building Control and Regulations  
Mr A McKay, Chief Planning Officer  
Mr J McBride, Assistant Director Transformation, Innovation and Performance  
Ms C McAteer, Democratic Services Officer

### **RTS/157/2016:    APOLOGIES AND CHAIRPERSON'S REMARKS**

Apologies were received from Councillors Fitzpatrick; Stokes; Tinnelly and Burns.

Councillor Mulgrew said she had received requests from Members asking that specific issues be put on the agenda for the R&TS Meeting. She said in her view this was not the right way for the Committee to go forward and asked that the list of staff contacts would again be issued to all Councillors so that they could raise issues directly with the relevant officer.

On behalf of the Members of the Committee Councillor Mulgrew extended congratulations to the Council's Grounds Maintenance staff who were responsible for maintaining Newcastle which had won the Silver Gilt Award in the Britain in Bloom Competition. Councillor Mulgrew said this was a fantastic achievement and the hard work of the staff throughout the whole District was very much appreciated.

Councillor Andrews concurred with the Chairperson's remarks and also referred to two further awards from the Northern Ireland Amenity Council, with Newcastle being awarded "Runner Up" for the Best Kept Small Town and Rooney Park in Kilkeel being awarded "Best Kept Small Housing Area".

**Agreed:**                    **On the proposal of Councillor Casey, seconded by Councillor Taylor, it was agreed relevant officials investigate how much it would cost a business to sponsor a planting/improvement scheme on the NI Transport owned roundabout at Carnbane Garden, Newry.**

**RTS/158/2016:        DECLARATIONS OF CONFLICTS OF INTEREST**

Councillor Casey declared an interest in item No. 11 – report re: provision of mains water supply to Newry Felons Community Garden at Loanda Community Centre, Newry. Councillor Casey indicated he was a member of the Newry Felons Association and would be withdrawing from the discussion on this item.

**COMMITTEE BUSINESS**

**RTS/159/2016:        ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 21 SEPTEMBER 2016**

**Read:**                    Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 21 September 2016. ***(Copy circulated)***.

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

**Noted:**                    Mr O'Rourke referred to the revised format of the Action Sheet and asked Members to note that an additional column had been added "Remove from Action Sheet Y/N". He advised that if an item was considered to be completed a "Y" would appear in the column and this item would then be removed from the next action sheet. If there was "N" against an item it would remain on the Historic Action Sheet until all actions on it were complete.

**BUILDING CONTROL**

**RTS/160/2016:        REPORT RE: IMPLEMENTATION OF THE LICENSING OF PAVEMENT CAFES ACT (NI) 2014 POLICY AND PROCEDURE**

**Read:**                    Report dated 19 October 2016 from Mr Colum Jackson, Assistant Director of Regulatory and Technical Services regarding the

implementation of the Licensing of Pavement Cafes Act (NI) 2014 Policy and Procedure. (***Copy circulated***).

**Agreed:** **On the proposal of Councillor Casey, seconded by Councillor Craig, it was agreed to approve the amendment to the Pavement Cafes Designation Policy and Procedure for the implementation of the Pavement Café legislation, (Amended 10 October 2016) as set out in Appendix 1 circulated at the meeting (including the increased width of available footpath appropriate screening and powers of enforcement).**

Councillor Hyland joined the meeting 5.20 pm.

## **PLANNING**

**RTS/161/2016: SIX MONTH UPDATE ON PLANNING REVIEW**

**Read:** Newry, Mourne and Down District Council Planning Committee Six Month Update Report, 19 October 2016. (***Copy circulated***).

**Agreed:** **On the proposal of Councillor Curran, seconded by Councillor Andrews, it was agreed to approve the recommendations as follows:-**

- **The changes initiated since the January/February 2016 review be endorsed, no changes are made to the Scheme of Delegation or the Operating Protocol for Planning Committee and that a further review be carried out in March 2017**
- **That the present additional staff complement be retained with a view to a subsequent recommendation being brought to the SP&R Committee to make these posts permanent, and in so doing allow the costs of such a move to be included in the upcoming Budget/Rates Setting Exercise.**

In response to queries from Members regarding the retention of permanent staff in the Planning Department, Mr O'Rourke advised that when the planning function was transferred to the Council it was severely underfunded. He said when the backlog of planning applications was dealt with there would still be a full workload for the planning staff including a greater emphasis on the Area Plan and enforcement. It was anticipated that the retention of the additional staff would be self-funding.

Members welcomed the progress that had been made in reducing the backlog of applications but said it was important that a system be put in place to deal with legacy applications which were having an adverse impact on the efficiency and performance of the Department.

**RTS/162/2016: REPORT ON ANALYSIS OF AVERAGE PROCESSING TIMES (LOCAL APPLICATIONS)**

**Read:** Report dated 19 October 2016 from Mr J McBride, Assistant Director: Transformation, Innovation & Performance on an analysis of average processing times (Local Applications) 19 October 2016. (*Copy circulated*).

**Agreed:** It was unanimously agreed to note the Report on Analysis of Average Processing Times (Local Applications).

**RTS/163/2016: SEPTEMBER 2016 PLANNING COMMITTEE PERFORMANCE REPORT**

**Read:** September 2016 Planning Committee Performance Report. (*Copy circulated*)

**Agreed:** It was unanimously agreed to note the September 2016 Planning Committee Performance Report.

**RTS/164/2016: SEPTEMBER 2016 APPEALS AND DECISIONS**

**Read:** Newry, Mourne and Down District Council Planning Committee appeals and decisions September 2016. (*Copy circulated*)

**Agreed:** It was unanimously agreed to note the September 2016 Planning Committee Appeals and Decisions.

**RTS/165/2016: RECORD OF MEETINGS BETWEEN PLANNING OFFICERS AND PUBLIC REPRESENTATIVES**

**Read:** Record of Meetings between Planning Officers and Public Representatives. (*Copy circulated*)

**Agreed:** It was unanimously agreed to note the Record of Meetings between Planning Officers and Public Representatives.

**RTS/166/2016: REGISTER OF CONTACT Q2 JULY-SEPTEMBER 2016**

**Read:** Register of Contact Q2 July- September 2016 (*Copy circulated*)

**Agreed:** It was unanimously agreed to note the Register of Contact Q2 July-September 2016.

## **FACILITIES MANAGEMENT AND MAINTENANCE**

Councillor Casey declared an interest in this item and withdrew from the meeting – 5.40 pm.

**RTS/167/2016:      REPORT ON PROVISION OF MAINS WATER SUPPLY TO NEWRY FELONS COMMUNITY GARDEN AT LOANDA COMMUNITY CENTRE, NEWRY**

**Read:**                      Report dated 19 October 2016 from Mr K Scullion, Assistant Director, Facilities Management and Maintenance re: provision of mains waters supply to Newry Felons Community Garden at Loanda Community Centre. *(Copy circulated)*.

**Agreed:**                    **On the proposal of Councillor Andrews, seconded by Councillor Harte, it was agreed to approve the works and expenditure required to provide a mains water supply to Newry Felons Community Garden at Loanda Community Centre, Dorans Hill, Newry.**

**Noted:**                      It was noted there was no specific budget for this and the cost of the work would be assigned as an overspend to Loanda Community Centre (estimated cost £775).

Councillor Casey rejoined the meeting – 5.43 pm.

**RTS/168/2016:      REPORT ON PERMISSIBLE HEADSTONES WITHIN COUNCIL CEMETERIES**

**Read:**                      Report dated 19 October 2016 from Mr K Scullion re: permissible headstones within Council Cemeteries. *(Copy circulated)*.

**Agreed:**                    **On the proposal of Councillor Andrews, seconded by Councillor Trainor, it was agreed the Council should harmonise the rules and regulations for permissible headstones across all five Council operated Municipal Cemeteries.**

**Agreed:**                    **It was further unanimously agreed to grant approval to a request to erect a headstone in Lough Inch Cemetery on the basis that it would comply with legacy NMDC rules and regulations, although it did not, in the opinion of Officers, comply with legacy DDC rules and regulations.**

## **WASTE MANAGEMENT**

### **RTS/169/2016: DISTRICT WIDE FOOD WASTE COLLECTION SERVICE**

**Read:** Report dated 19 October 2016 from Mr J Parkes, Assistant Director, Waste Management, on District Wide Food Waste Collection Service. *(Copy circulated)*.

Mr O'Rourke advised that the Council was legally required to implement a domestic food waste collection service to every household in the district with effect from 1 April 2017. The aim was to increase resource efficiency, recycling and stop food waste going to landfill and it was proposed to extend the Council's existing brown bin collection service to meet this requirement.

Mr O'Rourke indicated that some of the figures/numbers/costs in the report had now been updated and he was seeking approval for the following:-

- **put £295K in the rates setting process to cover increased revenue spend next year**
- **retain 5 old refuse vehicles when the new vehicles are delivered later this financial year**
- **hire 10 additional refuse staff on temporary contracts**
- **spend £450K out of this year's capital budget, between now and the end of this financial year**

**Agreed:** On the proposal of Councillor Trainor, seconded by Councillor Craig it was agreed to approve the above recommendations.

## **FOR NOTING**

### **RTS/170/2016: FINALISATION OF THE LANDFILL ALLOWANCE SCHEME (NI) REGULATIONS 2004 (AS AMENDED) 11 SCHEME YEAR 2015/2016**

**Read:** Letter dated 12 September 2016 re: The Landfill Allowance Scheme (NI) Regulations 2004 (As amended) 11<sup>th</sup> Scheme Year 2015/16 *(Copy circulated)*

**Agreed:** It was unanimously agreed to note the above correspondence.

### **RTS/171/2016: ARC 21 JOINT COMMITTEE MEMBERS' MONTHLY BULLETIN - 29 SEPTEMBER 2016**

**Read:** Arc 21 Joint Committee Members' Monthly Bulletin 29 September 2016. (*Copy circulated*)

**Agreed:** It was unanimously agreed to note the Arc 21 Joint Committee Members' Bulletin dated 29 September 2016.

**RTS/172/2016:** **ARC 21 JOINT COMMITTEE MEETING – MINUTES OF THE MEETING HELD ON THURSDAY 8 SEPTEMBER 2016.**

**Read:** Arc 21 Joint Committee Meeting Minutes dated Thursday 8 September 2016. (*Copy circulated*)

**Agreed:** It was unanimously agreed to note the Arc 21 Joint Committee Meeting Minutes dated Thursday 8 September 2016.

**RTS/173/2016:** **HISTORIC ACTION TRACKING UPDATE**

**Read:** Report re: Regulatory & Technical Services Committee Action Tracking Update. (*Copy circulated*).

**Noted:** Mr O'Rourke referred to the revised format of the historic actions tracking sheet and asked Members to note that an additional column had been added "Remove from Action Sheet Y/N". He advised that if an item was considered to be completed a "Y" would appear in the column and this item would then be removed from the next historic actions sheet. If there was "N" against an item it would remain on the historic actions sheet until all actions on it were complete.

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

There being no further business the meeting ended at 6.05 pm.

For consideration at the Council Meeting to be held on Monday 7 November 2016.

**Signed:** **Councillor Roisin Mulgrew**  
**Chairperson of Regulatory & Technical Services Committee**

**Signed:** **Mr C O Rourke**  
**Director Regulatory & Technical Services**