

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Minutes of the Regulatory and Technical Services Committee Meeting held on Wednesday 22 March 2017 at 5.00pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chairperson: Councillor R Mulgrew

Vice Chairperson: Councillor T Andrews

Members:

Councillor S Burns	Councillor C Casey
Councillor G Craig	Councillor D Curran
Councillor G Fitzpatrick	Councillor D Hyland
Councillor J Macauley	Councillor G Stokes
Councillor D Taylor	Councillor J Tinnelly
Councillor J Trainor	

Officials in Attendance

Mr C O'Rourke, Director of Regulatory and Technical Services
Mr A McKay, Head of Planning
Mr C Jackson, Assistant Director of Building Control and Regulations
Mr K Scullion, Assistant Director Facilities Management and Maintenance
Mrs C McAteer, Democratic Services Officer

RTS/33/2017: APOLOGIES AND CHAIRPERSON'S REMARKS

It was noted apologies were received from Councillor Harte.

Councillor Mulgrew expressed her deepest sympathy on the sudden and tragic death of Martin McGuinness and paid tribute to the role he had played in politics.

Agreed: **It was agreed that the Committee send a letter of sympathy to the family of the late Mr Martin McGuinness.**

RTS/34/2017: DECLARATIONS OF INTEREST

Noted: The following declaration of interest was made when the Committee commenced discussion on item No. 10 on the agenda:-

Councillor Stokes declared an interest in item No. 10 on the agenda – transfer of car park at Corry Square, Newry, from Newry City Centre Management Partnership to the Council. He advised in the legacy Newry and Mourne Council he had been appointed

to the Board of this Organisation and he would be withdrawing from the meeting whilst this item was being discussed.

Councillor Casey said he had also been appointed to the Board and had been indemnified by the Council to sit on this Body and he did not feel there was a need for him to withdraw from the discussion.

RTS/35/2017: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING – WEDNESDAY 22 FEBRUARY 2017

Read: Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 22 February 2017. **(Copy circulated).**

Agreed: **The Action Sheet was noted.**

Agreed: **The following issues were raised/agreed:-**

- In response to a query from Councillor Curran, Mr O'Rourke advised that customers would receive one free roll of bin liners when their brown bins were delivered but it would not be the intention to re-issue rolls.
- The relevant officer contact Councillor Hyland to discuss concerns raised that there was a pattern of interruption in the collection of blue and brown bins on the Old Warrenpoint Road, Newry.
- The relevant officer investigate a request from Councillor Andrews that DEA Councillors be sent a text message if there was an interruption in the collection of a bin route so that Councillors could, in turn, advise residents.

Bus shelter update (RTS25/2017 on action sheet)

Noted: Mr Scullion said officials were currently investigating two other potential sites for the location of a bus shelter in Cloughreagh Park, Bessbrook. Both sites would be taken through the agreed process and a report brought back to Committee. He confirmed that the resident who had raised concerns about the first location had been given an update on the agreed actions.

In relation to a proposed bus shelter at Turley's Crossroads, Mr Scullion said the owner had been informed that the Council were not in a position to part fund a smoking shelter at this location. He had now agreed to his land being used for the location of a bus shelter subject to an acceptable design.

Mr Scullion said the proposed shelter design and costings would be obtained and taken back to the Committee for approval.

Cemetery/Burial Charges 2017/2018 (RTS/32/2017 on action sheet)

Noted: Mr Scullion advised that additional charges for burials after 3.00 pm were as a result of staff having to be paid overtime rates.

RTS/36/2017: FUNDING – WILLIAM KEOWN TRUST

Read: Report dated 23 March 2017 from Mr C O'Rourke, Director of Regulatory and Technical Services, regarding a request from the William Keown Trust to seek funding from the 11 Councils in Northern Ireland, to enable them to continue their great work on behalf of the disabled community. **((Copy circulated)).**

Agreed: **On the proposal of Councillor Andrews, seconded by Councillor Craig, it was agreed Newry, Mourne and Down District Council agree to the request to provide a one-off payment of £1,500 to the William Keown Trust.**

It was further agreed that the Trust be advised of the Council's formal channels through which Groups must apply for funding and that if they were to seek funding in future years, they would have to apply through the Council's agreed process.

PLANNING

RTS/37/2017: PLANNING COMMITTEE PERFORMANCE INDICATORS

Read: Planning Performance Indicators for February 2017. **(Copy circulated)**

Noted: **The above Report was noted**

RTS/38/2017: RECORD OF MEETINGS BETWEEN PLANNING OFFICERS AND PUBLIC REPRESENTATIVES – JANUARY 2017

Read: Record of Meetings between Planning Officers and Public Representatives for February 2017. **(Copy circulated).**

Agreed: **The above report was noted.**

FACILITIES MANAGEMENT AND MAINTENANCE

RTS/39/2017: PROPOSED ELECTRICAL MINI PILLAR INSTALLATION AT HILLSIDE DRIVE, KILKEEL

Read: Report dated 23 March 2017 from Canice O'Rourke, Director of Regulatory & Technical Services regarding proposed electrical mini pillar installation at Hillside Drive, Kilkeel. **(Copy circulated)**

Agreed: **On the proposal of Councillor Burns, seconded by Councillor Hyland, it was agreed that given a new community building is to be constructed at this location it is recommended that a new 10 kVA external power supply not be provided at this stage but that a new, large external power supply is provided with the construction of the new community building.**

FOR NOTING

RTS/40/2017: REPORT RE: BUILDING REGULATIONS

Read: Report from Colum Jackson, Assistant Director of Regulatory & Technical Services regarding Building Regulations. **(Copy circulated)**

Agreed: **The above report was noted.**

Noted: Officers replied to the following issues raised by Members:-

- What happens if a member of staff is off on long term sick leave? – there is no replacement unless someone is off for longer than 8 week.
- Concerns that no fire risk assessments have been carried out during the past 6 months due to staff being on long term sick leave – fire risk assessments relate only to Council owned commercial buildings and a fire risk assessment tends to be carried out on an annual basis or if there had been a change to the premises. It is the intention of the Assistant Director to prioritise these inspections when there is a full complement of staff.
- When were building control fees last updated? – the current building control fees were set in 1979 and upgraded once since then in 1975. The fees do not cover staff costs and currently the Building Control Officers Group Northern Ireland have been asked by DFP to look at fees so that a report on a review of fees can be presented to the Minister.

- Are there any non-compliances in Energy Performance of Buildings (EPB) checks? – checks are carried out on Estate Agents and to date there have been no issues of non-compliance.
- Insufficient detail on Performance Indicators – targets have been set and although they may have dipped slightly the Assistant Director has no cause for concern. A report giving full details can be tabled at the next RTS meeting but a Departmental performance report is brought to Committee each quarter and contains the detail referred to by Members.

Agreed: **At the request of Councillor Burns it was agreed Mr O'Rourke liaise with Mr M Lipsett, Director of Active and Healthy Communities, to ascertain if it is necessary for applications for funding through the Programmes Unit to have a building control reference number.**

RTS/41/2017: **REPORT RE: LICENSING**

Read: Report from Colum Jackson, Assistant Director of Regulatory & Technical Services regarding Licensing. **(Copy circulated)**

Agreed: **The above report was noted.**

RTS/42/2017: **HISTORIC ACTIONS TRACKING UPDATE**

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

Agreed: **It was agreed to note the contents of the Historic Action Sheet.**

Agreed: **The following issues were raised/agreed:-**

- RTS77/2016 – feasibility study at Kilbroney Municipal Cemetery to provide additional car parking – Mr Scullion to ensure this project is kept within the 3 year capital programme for completion.
- RTS78/2016 – Bangor blue slates formerly on the roof of the Council owned public toilets at Castlewellan – Mr Scullion to investigate what happened to them and report back to Committee.
- RTS/1422015 – Old furniture at Council recycling sites – a review of household amenity sites was currently being considered by the Strategic Waste Project Group to identify ways of reducing waste at recycling sites and this initiative could be considered as part of this review.

- RTS/73/2015 – Rossmara Park, Warrenpoint – residents to be sent a letter to update them on what is happening regarding this issue.
- Recycling site at McQuillan’s Old Warrenpoint Road, Newry – Environmental Health to contact Councillor Hyland regarding noise complaints about glass breaking.

Councillor Taylor left the meeting – 5.50 pm.

Councillor Stokes declared an interest and withdrew from the meeting – 5.50 pm.

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014

Agreed: On the proposal of Councillor Trainor, seconded by Councillor Curran, it was agreed to exclude the public and press from the meeting during discussion on the following matters which related to exempt information under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the Council holding that information).

RTS/43/2017: **REPORT RE: TRANSFER OF CAR PARK AT CORRY SQUARE FROM NEWRY CITY CENTRE MANAGEMENT PARTNERSHIP TO THE COUNCIL**

Read: Report dated 22 February 2017 from Colum Jackson, Assistant Director of Regulatory & Technical Services regarding the transfer of Car Park at Corry Square from Newry City Centre Management Partnership to the Council. **(Copy circulated).**

Agreed: **On the proposal of Councillor Andrews, seconded by Councillor Hyland, it was agreed to come out of closed session.**

Agreed: **When the Committee came out of closed session, the Chairman reported that it had been agreed on the proposal of Councillor Hyland, seconded by Councillor Craig, to approve the following recommendations contained in the report:**

- 1. The existing licence agreements between Newry City Centre Management (NCCM) and Euro Car Parks Ltd (ECPL) to be withdrawn and replaced with new agreements, prepared in house by the Council’s legal services section, between the Council and ECPL, effective from 1 April 2017 to November 2019.**

- 2. The fee within the terms of the existing agreement should transfer to the Council from 1 April 2017.**

It was also agreed that Mr O'Rourke would arrange for Councillor Casey to be appropriately informed about the present status of the NCCM.

There being no further business the meeting ended at 6.00 pm.

For consideration at the Council Meeting to be held on Monday 3 April 2017.

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

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