

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Strategy Policy & Resources Committee Meeting held on Thursday 11 May 2017 at 5.00pm in the Mourne Room, Downshire Civic Centre, Downpatrick.

In the Chair:	Councillor C Enright 5.00pm – 6.16pm Councillor P Brown 6.16pm – 7.27pm	
In Attendance:	Councillor T Andrews Councillor R Burgess Councillor W Clarke Councillor B Ó'Múiri Councillor G Sharvin	Councillor P Byrne Councillor S Doran Councillor M Murnin Councillor M Ruane Councillor W Walker
Also in Attendance	Councillor A McMurray	Councillor M Larkin
Officials in Attendance:	Mr L Hannaway, Chief Executive Mrs D Carville, Director of Corporate Services Mr M Lipsett, Director of Active and Healthy Communities Mr C O'Rourke, Director of Regulatory & Technical Services Mrs R Mackin, Assistant Director, Corporate Planning and Policy Mrs A Robb, Assistant Director, Corporate Services (Administration) Mr A McKay, Area Planning Manager Mr M McQuiston, Senior Planning Officer Mr E McManus, Capital Projects Mrs E McParland, Democratic Services Manager Miss S Taggart, Democratic Services Officer Mrs C Taylor, Democratic Services Officer	

SPR/87/2017

APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillors Bailie, Carr, Quinn, Mrs M Ward, Director of Enterprise, Regeneration and Tourism and Mr E Curtis, Director of Strategic Planning and Performance.

Mrs Carville advised Councillor Reilly wished to withdraw his Notice of Motion.

AGREED: It was agreed on the proposal of Councillor Doran, seconded by Councillor Ruane, that the Notice of Motion submitted by Councillor Reilly be withdrawn.

SPR/88/2017

DECLARATIONS OF INTEREST

Councillor Enright declared an interest in Agenda Item 12 – Lease of Boat House, Warrenpoint, as he was a member of Down Coastal Rowing Association, which had been joined by the Curragh Club.

SPR/89/2017 ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 13 APRIL 2017

Read: Action Sheet of the Strategy, Policy and Resources (SPR) Committee Meeting held on 13 April 2017 (circulated).

SPR/19/2017 – Saintfield Community Centre

In response to Councillors' queries regarding the latest updates on Saintfield Community Centre, Mrs Carville advised the business cases were being developed and meetings had taken place with the various groups in Saintfield. Also, officers were preparing plans for the hockey club and the business case for the Belfast Road site was being drawn up for consideration.

Mrs Carville further advised the hockey pitch would not be ready in time for the start of the hockey season as officers had been asked to undertake more detailed business cases, but she would follow up on this issue with Mr Lipsett and bring further information back to Committee.

Agreed: The Action Sheet of 13 April 2017 was noted.

LOCAL DEVELOPMENT PLAN

SPR/90/2017 STATEMENT OF COMMUNITY INVOLVEMENT – FINALISED DRAFT

Read: Report from Mr A McKay, Chief Planning Officer, dated 11 MAY 2017, regarding Statement of Community Involvement: Finalised Draft (copy circulated).

In response to a query from Councillor Enright regarding master plans and village plans, Mr McQuiston advised that the purpose of the Statement of Community Involvement (SCI) focused solely on the Local Development Plan and did not extend to the village plans, but there was an exercise underway to review the existing village plans and bring forward new ones, although this was a separate process undertaken by the Planning Department.

Mr McQuiston undertook to discuss Councillor Enright's concerns with his colleagues in the Planning department to ensure they were addressed.

AGREED: It was agreed on the proposal of Councillor Ruane, seconded by Councillor Doran, that :

- Agreement be given to the draft SCI as outlined in the 'Consultation Report' at Appendix 1 and the content of the report be agreed.
- The finalised draft of the SCI as detailed in Appendix 2 be submitted to the Department for Infrastructure for their agreement.

CORPORATE PLANNING & POLICY

SPR/91/2017

COMMUNICATIONS/MARKETING ASSIGNMENT

Read: Report from Mrs R Mackin, Assistant Director Corporate Planning and Policy, dated 11 May 2017, regarding Communications/Marketing Assignment (copy circulated).

In response to concerns from Councillor Sharvin, Mrs Mackin explained that the Communications and Marketing team was a very small team made up of 1 full time and 1 part time person.

Mrs Mackin clarified the position regarding the employment of permanent members of staff, saying she hoped positions would be filled by the end of the summer.

Councillor Enright asked the Press to note that there had been complaints from artists and from the printing trade, who had not been registered on Council's e-hub system.

Mrs Carville advised she was aware of some complaints in the area. However, it appeared that in some cases suppliers had been registered on Council's system and they had not sought the opportunity to submit a tender.

In response to Councillor Enright's query, Mrs Carville explained it was incumbent on suppliers to register on Council's e-hub procurement system and that she had met with representatives of small businesses the previous week, and given them recommendations to take back to small businesses in the community to help them to register with Council.

AGREED: It was agreed on the proposal of Councillor Andrews, seconded by Councillor Ruane, to appoint an external provider to deliver additional advice and support services to the in-house Communications/Marketing team at specific times as and when required on an ad hoc basis for the next 6 months with the option to extend for a further period if required compliant with the Council's Procurement Policy.

SPR/92/2017

RURAL NEEDS ACT (NORTHERN IRELAND 2016)

Read: Report from Mrs R Mackin, Assistant Director Corporate Planning and Policy, dated 11 May 2017, regarding Rural Needs Act (Northern Ireland) 2016 (copy circulated)

AGREED: It was agreed on the proposal of Councillor Doran, seconded by Councillor Clarke, to note the establishment an Inter-Departmental Working Group to consider appropriate roles and responsibilities to enable Council to meet the statutory duty requirements of the Rural Needs Act (Northern Ireland) 2016.

SPR/93/2017 **TUAIRISC IS DÉANAÍ AR GHRÚPA OIBRE UM STRAITÉIS NA GAELIGE / UPDATE REPORT ON IRISH LANGUAGE STRATEGY CROSS PARTY WORKING GROUP**

Read: Report from Mrs R Mackin, Assistant Director Corporate Planning and Policy, dated 11 May 2017, regarding Update on Irish Language Strategy Cross Party Working Group (copy circulated).

AGREED: It was agreed on the proposal of Councillor Enright, seconded by Councillor Andrews, to :

- Agree the updated Terms of Reference for the Irish Language Strategy Cross Party Working Group.
- Note the consultation response forwarded to Foras na Gaeilge in relation to the consultation on The Irish Language Officers Scheme in Local Government in the North.

CORPORATE SERVICES – DEMOCRATIC SERVICES

SPR/94/2017 **BOOK OF CONDOLENCE POLICY**

Read: Report from Mr L Hannaway, Chief Executive, dated 11 May 2017 regarding the Policy on arrangements for Books of Condolence (copy circulated).

Mr Hannaway explained that this item had been referred back from the Council meeting held on 2 May 2017 as agreement could not be found on the locations suggested in which to have the books of condolence.

Councillor Walker proposed that the recommendations in the report be agreed, along with the additional inclusion of Kilkeel as a location. He said this was due to Kilkeel being in a large rural area which had seen a number of tragedies.

Councillor Clarke advised he did not agree with Councillor Walker's proposal, saying a location in Newcastle centre would facilitate the whole area.

In response to Councillor Sharvin's queries, Mr Hannaway referred to the draft policy, saying that the decision to open a Book of Condolence lay with Chair of Council, and that he would work closely with the Chair on the matter.

Councillor Burgess seconded Councillor Walker's proposal which was put to a vote, results of which were as follows:

FOR: 2
AGAINST: 8

The motion was declared LOST.

Councillor Clarke proposed that the original recommendation would be accepted, which was a location in each DEA: Warrenpoint Town Hall (Crotlieve), Ballynahinch Market House (Rowallane), Castlewellan Community Centre (Slieve Croob), Crossmaglen Community Centre (Slieve Gullion), the Newcastle Centre (The Mournes), and the Council Headquarters and Newry Town Hall (Newry) and the Council Headquarters and Down Arts Centre (Downpatrick).

Councillor Doran seconded Councillor Clarke's proposal.

The Chair put Councillor Clarke's proposal to a vote, results of which were as follows:

FOR: 8
AGAINST: 2

The vote was declared CARRIED.

AGREED: It was agreed on the proposal of Councillor Clarke, seconded by Councillor Doran, that the following locations be included in the Book of Condolence Policy :

- **Warrenpoint Town Hall (Crotlieve)**
- **Ballynahinch Market House (Rowallane)**
- **Castlewellan Community Centre (Slieve Croob)**
- **Crossmaglen Community Centre (Slieve Gullion)**
- **The Newcastle Centre (The Mournes)**
- **Council Headquarters and Newry Town Hall (Newry)**
- **Council Headquarters and Down Arts Centre (Downpatrick).**

FOR CONSIDERATION AND/OR DECISION

SPR/95/2017

REQUEST FROM DOWN GAA RE CAR PARKING/CRASH BARRIERS/TABLES IN NEWRY

Read:

Correspondence received from Down GAA dated 24 April 2017 (copy circulated).

Mrs Carville advised the correspondence received from Down GAA was for noting and would be dealt with under the Directors Scheme of Delegation and the Events Policy.

SPR/96/2017

UPDATE ON NEWRY CIVIC CENTRE

Read:

Report from Mrs M Ward, Director of Enterprise, Regeneration and Tourism, dated 11 May 2017 regarding Newry Civic Centre (copy circulated).

In response to queries from Councillors Andrews and Sharvin, Mr Hannaway advised that the oversight of the project would be through the Strategic Projects Working Group, to which the Project Board would report.

AGREED:

On the proposal of Councillor Ruane, seconded by Councillor Doran, it was agreed that:

- 1. The Council appoint Deloitte through the Consultancy One Framework in the role of Procurement Lead and development of outline and full business case.**
- 2. The Council approve the Strategic Projects Working Group as Project oversight body.**
- 3. The Council approve the Project Board membership and roles as set out at Appendix A of the report.**
- 4. The Council approve the use of SIB and their framework for the development of the technical specification for the Civic Centre.**
- 5. The Council approves a tender process for the appointment of a consultant to deliver on the technical specification and development of an operation model for the theatre element of the project.**
- 6. The Council approves the use of Belfast City Council legal services through the existing SLA for the delivery of legal support to the project.**
- 7. The Council approves the use of Strategic Investment Board for the delivery of internal project management support in pre contract stage.**

SPR/97/2017

UPDATE ON DISSOLUTION OF LOCAL GOVERNMENT STAFF COMMISSION

Read: Report from Mr L Hannaway, Chief Executive, dated 11 May 2017 regarding Update on dissolution of the Local Government Staff Commission (LGSC) (copy circulated).

In response to questions from Councillor Sharvin, Mrs Carville said the instalment(s) would be funded from reserves unless there was an under-spend in another area which could be used.

In response to a request from Councillor Andrews, Mrs Carville said Council would try to pursue the NI Executive for recompense, once it was up and running again through Solace. Councillor Walker suggested pursuing the NI Executive for any recompense once it was back up and running, saying once again, the ratepayer would have to foot the bill. Councillor Enright concurred with Councillor Walker.

AGREED: It was agreed on the proposal of Councillor Clarke, seconded by Councillor Murnin, that

- A six month payment based of £14,608 be made to fund the non-dissolution of the Local Government Staff Commission with the provision that the second six month payment of £14,607 be paid, should the Commission not be formally dissolved prior to October 2017.
- The NI Executive be pursued for recompense of these monies.

Councillor Enright declared an interest in the following item as he was a member of Down Coastal Rowing Association, which had been joined by the Curragh Club.

SPR/98/2017 **LEASE OF BOAT HOUSE, MARINE PARADE, WARRENPOINT**

Read: Report from Mrs A Robb, Assistant Director of Corporate Services (Administration) dated 11 May 2017 regarding Lease of Boat House, Marine Parade, Warrenpoint (copy circulated).

AGREED: It was agreed on the proposal of Councillor Ruane, seconded by Councillor Doran, that the Council enter into a 5 year lease with the owners of the Boat House, Warrenpoint, with commencement date of 1 April 2016, at a rental of £4,000 per annum for the first 2 years and with a rent review then taking place after 2 years. Conditions to be similar to the previous lease but with the provision that the Council is able to sublet to another party such as the Carlingford Curragh Club.

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

SPR/99/2017 ANNUAL DEBT WRITE-OFF

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of 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).

Read: Report from Mrs D Carville, Director of Corporate Services, dated 11 May 2017 regarding Debt Write-Off at 31 March 2017 (copy circulated).

Agreed: On the proposal of Councillor Sharvin, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Ruane, seconded by Councillor Sharvin, to approve the bad debt write-off list as at 31 March 2017, contained in Appendix 1 of the Officer's Report, with the exception of those debts highlighted by the Committee which should be pursued further in an attempt to recoup payment. It was further agreed that Council's policies/procedures be reviewed to take account of situations where grant aid may be payable to parties with outstanding debts with the Council with reference to recoupment taking place prior to payment of further funding by Council.

During the next item of business, Councillor Brown joined the meeting – 6:16pm – and assumed the Chair.

SPR/100/2017 OPTION FOR GAS AT DOWN LEISURE CENTRE

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of 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).

Read: Report from Mr M Lipsett, Director of Active & Healthy Communities, dated 11 May 2017 regarding Option for Gas Heating to New Down Leisure Site (copy circulated).

Agreed: On the proposal of Councillor Sharvin, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Sharvin, seconded by Councillor Clarke to note the contents of the Officer's Report and to approve the recommendation to proceed with switching to Natural Gas as the fuel source for the new Down Leisure Centre. Mr Lipsett to provide clarification to Councillor Murnin on matters raised relating to the cost of gas tanks.

SPR/101/2017 **SITE FOR NEW DOWN HIGH SCHOOL, DOWNPATRICK**

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of 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).

Read: Report from Mrs A Robb, Assistant Director of Corporate Services (Administration) dated 11 May 2017 regarding Site for new Down High School, Downpatrick (copy circulated).

Agreed: On the proposal of Councillor Sharvin, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Sharvin, seconded by Councillor Walker, to agree to proceed on the basis of the recommendation contained in paragraph 3.1 of the Officer's Report in relation to the disposal of Council land at Strangford Road, and Quoile Quay, Downpatrick to the Education Authority and endorsement of the Education Authority's mitigation strategy in relation to two old graveyards, with the Education Authority to cover the Council's legal costs in relation to this transaction. Also agreed to advise the Education Authority of Council's

request to be kept updated on the future of the current school site.

SPR/102/2017 STRATEGIC PROJECTS WORKING GROUP MINUTES – 25 APRIL 2017

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of 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).

Read: Minutes of Strategic Projects Working Group held on 25 April 2017 (copy circulated).

Agreed: On the proposal of Councillor Sharvin, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Brown, seconded by Councillor Clarke, to approve the recommendations contained within the Minutes of the Strategic Projects Working Group minutes of 25 April 2017.

SPR/103/2017 TENDER FOR LEGAL SERVICES – FORMER NEWRY AND MOURNE DISTRICT COUNCIL

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of 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).

Read: Report from Mr L Hannaway, Chief Executive, dated 11 May 2017 regarding Tender for Legal Services – Former Newry and Mourne District Council (copy circulated).

Agreed: On the proposal of Councillor Sharvin, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Murnin, seconded by Councillor Doran, to approve the recommendation contained in paragraph 3.1 of the Officer's report relating to an investigation by the NI Public Services Ombudsman into a matter involving the former Newry and Mourne District Council.

SPR/104/2017 **RTS DIRECTOR RECRUITMENT**

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of 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).

Read: Report from Mr L Hannaway, Chief Executive, dated 11 May 2017 regarding Director Recruitment (copy circulated).

Agreed: On the proposal of Councillor Sharvin, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Clarke, seconded by Councillor Ruane, to note the contents of the Officer's Report and to approve the recommendations at paragraph 3.1 regarding interim arrangements for engaging a Director on an interim basis, pending open recruitment for this appointment.

It was further agreed to appoint the Members previously involved in Directors' shortlisting and interview panels for the recruitment of the permanent post, as they have previously been trained – Councillors Casey, Craig and Devlin. If not available, a similar gender/community background Member to be appointed and trained if required.

There being no further business, the meeting concluded at 7.27pm.

For consideration at the Council Meeting to be held on 5 June 2017

Signed: **Councillor Patrick Brown**

Chairperson

Signed:

Dorinnia Carville
Director of Corporate Services