

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

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### **Minutes of Strategy Policy & Resources Committee Meeting held on Thursday 13 April 2017 at 5.00pm in the Mourne Room, Downshire Civic Centre, Downpatrick.**

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In the Chair:	Councillor P Brown	
In Attendance:	Councillor T Andrews Councillor R Burgess Councillor W Clarke Councillor C Enright Councillor B Ó'Múiri Councillor W Walker	Councillor P Byrne Councillor M Carr Councillor S Doran Councillor M Murnin Councillor M Ruane
Also in Attendance	Councillor A McMurray	
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 C Miskelly, Assistant Director, Human Resources Mrs R Mackin, Assistant Director, Corporate Planning and Policy Mr G Byrne, Audit Services Manager Mr A Hay, Principal 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/71/2017      APOLOGIES AND CHAIRPERSON'S REMARKS**

Apologies were received from Councillors Quinn, Sharvin and Mr E Curtis.

The Chairperson advised that Agenda Item 8 – Management Accounts - would now be taken with the other exempt items.

#### **SPR/72/2017      DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **SPR/73/2017      ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 16 MARCH 2017**

Read: Action Sheet of the Strategy, Policy and Resources (SPR) Committee Meeting held on 16 March 2017 (circulated).

Agreed: **The Action Sheet of 16 March 2017 was noted.**

**SPR/21/2017 – Terms of Reference for a Review of the Big Screen, Newry**

In response to Councillor Brown's query regarding the update on the Terms of Reference for the Big Screen, and specifically an update on the audit process, Mrs Carville advised that ASM, the Internal Auditors had concluded their review and she was to undertake a conference call with them on 14 April 2017 to begin the close out process, after which a report would be taken to the Audit Committee on 27 April 2017 for consideration.

Councillor Brown requested that the draft report on the for Big Screen be circulated to Members of the Audit Committee as much in advance of the meeting as possible.

**SPR/19/2017 – Saintfield Community Centre**

In response to concerns from Councillor Burgess and Councillor Walker, Councillor Brown advised that he had been under the impression all parties had been consulted with regarding the 3 proposals via the Saintfield Trust.

**LOCAL DEVELOPMENT PLAN**

**SPR/74/2017      STATEMENT OF COMMUNITY INVOLVEMENT – FINALISED DRAFT**

Due to a number of late representations received by the Planning Department on 7 April 2017, which required to be fully considered and addressed, the above item was withdrawn. An amended report would be brought to the Strategy, Policy & Resources Committee meeting on 11 May 2017.

**SPR/75/2017      LOCAL DEVELOPMENT PLAN: PREPARATORY STUDIES – PAPER 12 (PART 2) COUNTRYSIDE – DEVELOPMENT PRESSURE ANALYSIS**

Read: Report from Mr A McKay, Chief Planning Officer, dated 13 April 2017, regarding Preparatory Studies: Paper 12 (Part 2): Countryside – Development Pressure Analysis (circulated).

Questions from Members regarding Paper 12 were answered by Mr Hay as follows:

- Planning policy development in Northern Ireland had reflected to a degree the policy development in England, Wales and Scotland, but had been adapted to suit the Northern Ireland context.

- Dispersed rural communities were referred to in PPS21 and had been included in the draft Strategic Planning Policy Statement (SPPS), but then removed from the final version. The SPPS stated that the policy approaches to new developments in countryside should reflect the differences within the region and be sensitive to local needs, and be sensitive to environment issues including the ability of settlements and landscapes to absorb development. This gives scope for local councils in the development of their strategies and policies to look at their own particular sensitivities applying to their District.
- The nature of the rural development taking place in the District, particularly in south Armagh where houses were more dispersed in the rural communities, would be taken into consideration in developing a strategy for the countryside.
- The paper looked at the situation which took place over the past number of years back to 2002, regarding sporadic one-off houses in the countryside and how this had impacted on the countryside. In terms of sustainable development, it was important that a balance was struck between the need for houses in the countryside and the impact such development has on the landscape, and the value of countryside as an asset for tourism.
- From 2002 to 2009, planning approval for over 10,000 new dwellings in the countryside was given in the District.
- Since the introduction of PPS21 in 2010, planning approval had been given for over 3,500 new houses.
- There was an opportunity for the Council in developing its own local policies for houses in the countryside to include design requirements.
- Over a third of all planning approvals following the introduction of PPS21 in 2010 were for replacement dwellings, and a third for farm dwellings.
- The population of the District living in the countryside was about 60,000, approximately 35% of the total population. The population had only grown marginally over the past 15 years. A number of houses built in the countryside had been for farming families, for sons and daughters moving out of the family home, or replacement dwellings, resulting in more houses but not a significant increase in the rural population.

**AGREED: It was agreed that the content of the report be noted.**

## **CORPORATE PLANNING & POLICY**

### **SPR/76/2017 QUARTERLY POLICY SCREENING REPORT**

Read: Report from Mrs R Mackin, Assistant Director Corporate Planning and Policy, dated 13 April 2017, regarding Section 75 Policy Screening Report – Quarterly Report for period January – March 2017 (copy circulated)

**AGREED: It was agreed to note the Section 75 Policy Screening Report – Quarterly Report for period January – March 2017.**

## **CORPORATE SERVICES – DEMOCRATIC SERVICES**

### **SPR/77/2017 BOOK OF CONDOLENCE POLICY**

Read: Report from Mr L Hannaway, Chief Executive, dated 13 April 2017 regarding the Policy on arrangements for Books of Condolence (copy circulated).

In response to concerns from Councillor Carr, Mrs McParland advised that the draft policy had been discussed at Party Representatives Forum. She said within the draft policy it was a matter for the Chairperson to decide when a book of condolence should be opened and detailed criteria had not been included, due to the difficulty in being prescriptive on the matter and foreseeing situations that may arise in the future.

Councillor Clarke said it was a huge honour to open up a book of condolence, and that the Chairperson should act on behalf of all citizens of the District.

In response to concerns from Councillor Clarke regarding the locations of the book of condolence, Mr Hannaway advised that the rationale behind the location of the books was to have one in town location and one in the civic centres in both Downpatrick and Newry, but a rationale on the location of the books being more evenly spread could be brought back to Committee.

**AGREED:** It was agreed on the proposal of Councillor Doran, seconded by Councillor Andrews, that the policy on arrangements for Books of Condolence be agreed in principle.

**AGREED:** It was further agreed that the rationale on more locations across the District of the Books of Condolence, would be brought back to Committee.

## **POLICIES**

### **SPR/78/2017 ANTI-FRAUD POLICY, FRAUD RESPONSE PLAN AND WHISTLEBLOWING POLICY**

Read: Report from Mrs D Carville, Director of Corporate Services, dated 13 April 2017, regarding Anti-Fraud Policy, Fraud Response Plan and Whistleblowing Policy (copy circulated).

In response to queries from Councillor Andrews, Mrs Carville explained that all staff would receive training on the Whistleblowing Policy and a member of SMT would be present at the training to drive home the message of the importance of staff being protected as far as possible within the legislation.

**AGREED:** It was agreed on the proposal of Councillor Ruane, seconded by Councillor Andrews, that the following policies be approved:

- **Anti-Fraud Policy**
- **Fraud Response Plan**
- **Whistleblowing Policy**

**SPR/79/2017            SCHEME OF DELEGATION**

Read:                    Report from Mr L Hannaway, Chief Executive, dated 13 April 2017 regarding the Scheme of Delegation in respect of the Director of Strategic Planning and Performance (copy circulated).

**AGREED:**            **It was agreed on the proposal of Councillor Clarke, seconded by Councillor Doran, that the under Categories 1 and 6 of Council's Schedule of Delegation for the period October 2016 – April 2017, be approved.**

**SPR/79/2017            COUNCILLORS ALLOWANCES**

Read:                    Correspondence received from the Department for Communities dated 4 April 2017, regarding Councillor Allowances Rates & Guidance Circular (copy circulated).

**AGREED:**            **It was agreed to note the correspondence received from the Department for Communities dated 4 April 2017 regarding the Councillor Allowances Rates & Guidance Circular.**

**CONSULTATION DOCUMENTS**

**SPR/80/2017            DEPARTMENT FOR INFRASTRUCTURE – PROPOSAL FOR THE ROADS (EIA) REGULATIONS (NI) 2017 – CONSULTATION PAPER**

Read:                    Correspondence received from the Department for Infrastructure dated 14 March 2017, regarding the Proposals for the Roads (EIA) Regulations (NI) 2017 – Consultation Paper (copy circulated).

**AGREED:**            **It was agreed to note the Correspondence received from the Department for Infrastructure regarding the Proposals for the Roads (EIA) Regulations (NI) 2017 – Consultation Paper.**

**NOTICE OF MOTION**

**SPR/81/2017            NOTICE OF MOTION REFERRED FROM MARCH COUNCIL MEETING**

The Chairman advised that the Notice of Motion received from Councillor Reilly had not been withdrawn, but deferred to the May meeting of Strategy, Policy and Resources Committee.

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

**SPR/82/2017**

**MANAGEMENT ACCOUNTS**

**Agreed:** On the proposal of Councillor Byrne, seconded by Councillor Enright, 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 13 April 2017 regarding Management Accounts to 28 February 2017 (copy circulated).

Councillor Carr requested that a report be brought back from each Director on the performance of their Directorate for the year. Councillor Enright seconded this proposal.

**Agreed:** On the proposal of Councillor Enright, seconded by Councillor Burgess, 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 Carr, seconded by Councillor Enright to note the Management Accounts for the 11 month period ending 28 February 2017 and that a report be brought back from each Director on the performance of their Directorate for the year.

**SPR/83/2017**

**NEWRY LEISURE CENTRE – PHASE 2 CONTRACT – COMPENSATION EVENTS**

**Agreed:** On the proposal of Councillor Byrne, seconded by Councillor Enright, 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 13 April 2017 regarding Newry Leisure Centre – Phase 2 Contract – Compensation Events (copy circulated).

**Agreed:** On the proposal of Councillor Enright, seconded by Councillor Burgess, 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 Doran, seconded by Councillor Burgess to note the content of the Officer's Report and to approve the following recommendations as detailed in Section 3.1 of the Report:

1. To provide a security barrier on the East side of the Phase 2 Building at the cost set out in the report.
2. To provide a Fire Suppression system in the Cooker Canopy in the Kitchen at the Café at the cost set out in the report.
3. To change the block work balustrade for the main stair B in Phase 2 to a metal balustrade at the additional estimated cost set out in the Officer's report.

It was noted that 2 of the figures contained within the report were duplicated in SPR/79/2017 – Scheme of Delegation.

**SPR/84/2017**      **GREENWAY PHASE 1 PROJECT – NEWRY TO WEIR ON MIDDLEBANK**

**Agreed:** On the proposal of Councillor Byrne, seconded by Councillor Enright, 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 13 April 2017 regarding Greenway Phase 1 Contract – Newry to Weir on Middlebank – Health & Safety Works (copy circulated).

**Agreed:** On the proposal of Councillor Enright, seconded by Councillor Burgess, 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 content of the Officer's Report and to approve the following recommendations as detailed in Section 3.1 of the Report:

1. To carry out further works along Middlebank, mainly relating to Health and Safety measures, as detailed in the Officer's Report, as part of the Greenway Phase 1 contract at the total cost set out in the Officer's

Report, which would result in a project overspend on the contract – figures detailed in Officer’s Report.

2. The cost of these works to be paid from funding allocated to the project by the Landfill Community Fund.

**SPR/85/2017            NEWRY CIVIC CENTRE UPDATE**

**Agreed:**            On the proposal of Councillor Byrne, seconded by Councillor Enright, 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 M Ward, Director of Enterprise, Regeneration and Tourism, dated 13 April 2017 regarding Newry Civic Centre progress report (copy circulated).

**Agreed:**            On the proposal of Councillor Enright, seconded by Councillor Burgess, 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 Clarke to agree the content of the Officer’s Report and to approve the following recommendations as detailed in Section 3 to appoint the Company named as value for money service.

**SPR/86/2017            REPORT ON STAFF RESTRUCTURING**

**Agreed:**            On the proposal of Councillor Byrne, seconded by Councillor Enright, 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 any consultations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the council or a government department and employees of, or office holders under, the council and 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 13 April 2017 regarding Staff Restructuring (copy circulated).

**Agreed: On the proposal of Councillor Enright, seconded by Councillor Burgess, 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 Burgess, seconded by Councillor Walker to agree the content of the Officer's Report and to approve the recommendations in Section 3.1 of the report; to proceed with the two redundancies identified.**

There being no further business, the meeting concluded at 6.23pm.

For consideration at the Council Meeting to be held on 2 May 2017

**Signed: Councillor Patrick Brown**  
**Chairperson**

**Signed: Dorinnia Carville**  
**Director of Corporate Services**