

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

RTS/M

Minutes of the Regulatory and Technical Services Committee Meeting held on Wednesday 18 November 2015 at 3.00pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chairperson: Councillor S Ennis

In Attendance:

Councillor P Brown	Councillor C Casey
Councillor S Doran	Councillor G Fitzpatrick
Councillor G Hanna	Councillor H McKee
Councillor M Murnin	Councillor Ó Gribin
Councillor G Stokes	Councillor D Taylor

Non Committee Members:
Councillor G Craig

Officials in Attendance

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

RTS/116/2015: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillor T Andrews and Councillor V Harte.

RTS/117/2015: DECLARATIONS OF INTEREST

It was noted there were no declarations of interest.

RTS/118/2015: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING – WEDNESDAY 21 OCTOBER 2015

Read: Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 21 October 2015. ***(Circulated)***

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

RTS/119/2015: **REPORT ON COUNCIL'S SCHEME OF DELEGATION**

Read: Report on Council's Scheme of Delegation. **(Circulated)**. The report detailed the following decisions which were taken by the RTS Department under Category 6 of the Scheme of Delegation:-

- Road naming – Glen Burren
- List of Entertainment licences (including name of premises and address) which were issued with entertainment licences from 1 April to 1 November 2015
- Street nameplates
- Allocation of new postal address

Agreed: **It was agreed to note the above report.**

BUILDING MAINTENANCE

RTS/121/2015: **SPELLING OF TOWNLAND NAMES**

Read: Report dated 6 November 2015 from Mr Colum Jackson, Assistant Director of Regulatory and Technical Services re: spelling of Townland names. The report recommended that the Council continue to use the OSNI records for the purposes of spelling townland names as agreed by all Local Authorities in 2007, thus ensuring a consistent approach across our District and across the Province. **(Circulated)**.

A detailed discussion followed during which Mr Jackson advised that officers had no intention of renaming any roads in the District unless, as per Council policy, 50% of residents submitted a petition asking for a road to be renamed and that following a survey, 100% of residents must agree to the change.

In relation to the spelling of townland names, Mr Jackson referred to two appendices attached to the report and said the records showed that over a number of years there were many different spellings of the one townland and policy now was to use the latest spelling on the OSNI maps.

Mr O'Rourke advised that in 2007 all 26 Councils, the Post Office and Land and Property Service had agreed to use OSNI maps for the purposes of spelling townland names, to ensure a consistent approach was taken across Northern Ireland. He said this information was fed into the Pointer System which was used by the emergency services and Statutory Agencies.

Councillor O’Gribin said the emergency services had indicated they were having problems with the Pointer System and gave an example of the Leode Road, Hilltown which in their records was showing as Cross Road, Hilltown. He said where there was clear historical evidence, and also clear evidence of a spelling of a townland name which was used by local people, then that name should be retained.

Councillor O’Gribin said if OS records highlighted a different spelling of a townland name to that used locally, than Council Officers should consult with local Councillors on the proposed name.

Councillor O’Gribin said he wanted the townland name of Gargory to remain as it was and that there should be no change to the townland name or street name.

Following discussion Councillor O’Gribin proposed and Councillor Doran seconded that the recommendation in the report dated 6 November 2015 that the Council continue to use the OSNI records for the purposes of spelling townland names be accepted, subject to an amendment that if OSNI records show a spelling that is different to that currently being used, that this be referred in the first instance to the local Councillors for further consultation.

It was also proposed and seconded that the townland name of Gargory remain as it currently is and that no changes be made to the name in street/road signs.

The proposal was put to the meeting and unanimously agreed.

Agreed: It was agreed on the proposal of Councillor O’Gribin, seconded by Councillor Doran that the recommendation in the report dated 6 November 2015 that the Council continue to use the OSNI records for the purposes of spelling townland names be accepted, subject to an amendment that if OSNI records show a spelling that is different to that currently being used, that this be referred in the first instance to the local Councillors for further consultation.

It was also agreed that the townland name of Gargory remain as it currently is and that no changes be made to the name in street/road signs.

FACILITIES MANAGEMENT AND MAINTENANCE

RTS/122/2015: IMPROVEMENTS TO GRASS VERGE AT ENTRANCE TO ARDGLASS

Noted: Mr K Scullion advised that Councillor Dermot Curran had raised concerns about the poor look of the grass verge on the right hand side of the road as you enter Ardglass and said that as the entrance to a town was the first view that visitors get, it was very important that a good impression was given. He said the grass verge was owned by Transport

NI and there was also an issue with the poor condition of part of a fence line.

Agreed: It was agreed on the proposal of Councillor Stokes, seconded by Councillor Doran that Council Officers, in conjunction with Transport NI and relevant private landowners, meet to discuss what improvement can be carried out to this area.

RTS/123/2015: **HILLTOWN HANDBALL COURT**

Read: Report from Kevin Scullion, Assistant Director of Facilities, Management and Maintenance, dated 12 November 2015 regarding Hilltown Handball Court. The report recommended that the Council enter into a lease agreement in respect of Hilltown Handball Court. **(Circulated)**.

Agreed: It was agreed on the proposal of Fitzpatrick, seconded by Councillor Doran, to that the Council enter into a lease agreement in respect of Hilltown Handball Court.

RTS/124/2015: **REPORT RE: BUS SHELTER REQUESTS**

Read: Report from Kevin Scullion dated 18 November 2015 regarding bus shelter requests and seeking approval of the recommendations as listed in relation to the following bus shelter requests:-

Completed

- Frederick Street, Killyleagh
- Castle Street, Killough

For approval

- Crossgar – adjacent to 65 Downpatrick Street
- Main Street, Clough
- Meigh Village Request
- Mill Hill Castlewellan
- Camlough Road, Newry

For consideration to refuse

- Newcastle Road, Killeel request

Requests under consideration
(as per locations detailed in report)

The report also advised that the budget for the provision of bus shelters in the current financial year was £5,000 and to meet all the requests listed for approval in the report would cost an estimated budget of between £30,000 to £35,000,

Agreed: **It was agreed on the proposal of Councillor Casey, seconded by Councillor Doran, to approve the above report and recommendations and also that approval be sought from the Strategic Policy and Resources Committee to increase the bus shelter budget up to £35,000 to accommodate the requests made to date.**

Noted: In response to a query from Councillor Doran, Mr Scullion said that the proposed bus shelter at Annalong had stalled as no agreement could be reached on a suitable location.

Mr Scullion said he would update Councillor Murnin on the location of a bus shelter at Drumaness.

Councillor Casey referred to the bus shelter on the Old Warrenpoint Road and said it was being used for anti-social behaviour purposes. He asked that officials investigate if this could be moved and report back to the Committee.

Councillor Casey asked if officials could investigate if a bus shelter could be provided on the Drummond Road, off the Armagh Road if this area was in the Newry, Mourne and Down Council area.

Agreed: **It was agreed on the proposal of Councillor McKee, seconded by Councillor O’Gribin to write to Transport NI and ask them to provide financial assistance to the Council for the provision of bus shelters as it was their policy to encourage the public to use public transport.**

RTS/125/2015: REPORT RE: PROPOSED EXTENSION TO STRUELL CEMETERY

Read: Report from Kevin Scullion dated 18 September regarding a proposed extension to Struell Cemetery and recommending the issue of a tender for a main contractor to carry out the works at Struell Cemetery for a proposed extension at an estimated cost of £125,000 and also to reallocate £125,000 from the Capital Budget 2015/2016 to Capital Budget 2016/2017 for expenditure on the proposed extension to Lough Inch Cemetery. (It was noted that the proposed extension to Lough Inch

cemetery does require planning approval and this has been applied for. It is unlikely that this will be approved in time for works to be carried out in the financial year). **(Circulated)**.

Agreed: It was agreed on the proposal of Councillor Doran, seconded by Councillor Murnin, to approve the above report and recommendations for the issue of a tender for a main contractor to carry out the works at Struell Cemetery for a proposed extension at an estimated cost of £125,000 and also to reallocate £125,000 from the Capital Budget 2015/2016 to Capital Budget 2016/2017 for expenditure on the proposed extension to Lough Inch Cemetery.

RTS/126/2015: **CORRESPONDENCE FROM NILGA DATED 6 NOVEMBER 2015 RE: BRITAIN IN BLOOM 2015 NOMINATIONS**

Read: Correspondence dated 6 November 2015 from NILGA re: Britain in Bloom 2015 Nominations. They were seeking support from the Council to nominate Newcastle to represent Northern Ireland in the “Coastal under 12k Category” of the 2016 Royal Horticultural (RHS) Britain in Bloom Competition. **(Circulated)**.

Agreed: It was agreed on the proposal of Councillor McKee, seconded by Councillor Hanna to support NILGA in the nominations of Newcastle in the above Competition.

Noted: Councillor Taylor joined the meeting – 3.50 pm.

PLANNING

**RTS/127 /2015 – PLANNING DEPARTMENT
- PERFORMANCE INDICATORS**

Read: Report on Planning Department Performance Indicators. **(Copy circulated)**.

Mr McKay presented the figures for Planning Department performance and said the report showed continuing performance improvement in terms of the number of applications being determined on a monthly basis. He said there was currently a backlog of 1,500 applications in the system and this figure had stabilised.

Mr McKay said all administrative staff were now in place and interviews for additional Planning staff were due to take place next week with appointments hopefully being made by the end of November 2015.

Councillor Murnin raised the following queries:

- Can figures showing the number of decision notices issued be included in the Planning Performance Indicators Report?
- Concerns from Agents who were not receiving decision notices for Planning Applications. All Planning approval notices are currently signed by the Head of Planning and given the numbers involved could the Department look at having these signed by another Officer to avoid these having to be signed by one person only.
- The Briefing Panel is acting outside its remit and not making decisions based on valid planning reasons.
- Planning approval in respect of Planning Application R/2014/0487/F was approved by the Planning Committee in September 2015 subject to conditions yet the approval had not yet been issued due to the delay in issuing the conditions. The conditions should be issued in respect of this application.

Mr O Rourke said statistics showing the number of Planning decision notices being issued could be included in the Planning Department Performance Indicator Report.

Mr O Rourke explained the remit of the Briefing Panel. He said Officers proposed to seek Council approval to carry out a review on the effectiveness and efficiency of the Briefing Panel as part of a wider review of the overall planning approval process.

With regard to Planning Application R/2014/0487/F, Kane Heating, Mr O Rourke said it had been agreed at the Planning Committee Meeting on 30 September 2015 to approve this application with conditions and added that therefore the approval could not be issued until the conditions were agreed by the Committee.

In response to Councillor Hanna regarding appeals, Mr McKay said that since April 2015 in the region of 30 appeals had been made to the Planning Appeals Commission.

Agreed: It was unanimously agreed to note the Planning Performance Indicators Report.

It was also agreed that figures showing the number of decision notices that are issued by Planning Department to be included in the monthly Planning Department Performance Indicator Report which is presented to the Regulatory Technical Services Committee each month.

**RTS/128/2015 – MEMORANDUM OF UNDERSTANDING
TRANSPORT NI
RE: REMOVAL OF SNOW / ICE**

Read: Report dated 18 November 2015 from Mr J Parkes, Assistant Director Waste Management and Mr K Scullion Assistant Director Facilities Management & Maintenance regarding a Memorandum of Understanding of partnering arrangements between DRD Transport NI and District/Borough Councils of Partnering for clearing busy town centre footways and pedestrian areas of snow and ice. **(Copy circulated).**

Agreed: It was agreed on the proposal of Councillor Hanna seconded by Councillor Stokes to adopt the Memorandum of Understanding of partnering arrangements between DRD Transport NI and District/Borough Councils of Partnering for clearing busy town centre footways and pedestrian areas of snow and ice.

It was also agreed:

- (a) To seek a chemical analysis from Transport NI to ensure that salt used on footways poses no health hazard to people.**
- (b) The following areas be included for snow and ice removal:
Bridge Street Kilkeel
Greencastle Street Kilkeel
Newcastle Street Kilkeel
Newry Street Kilkeel
Lower Square Castlewellan
The Square/ main shopping area Warrenpoint**

FOR NOTING

**RTS/129 /2015 – ARC 21 JOINT COMMITTEE MEETING
MEMBERS MONTHLY BULLETIN
(5 NOVEMBER 2015)**

Read: Arc 21 Joint Committee Members Monthly Bulletin – 5 November 2015. **(Copy circulated).**

Agreed: It was agreed to mark ARC 21 Joint Committee Meeting Members Monthly Bulletin dated 5 November 2015, as above noted.

**RTS/130/2015 – ARC 21 JOINT COMMITTEE MEETING
- THURSDAY 1 OCTOBER 2015**

Read: Minutes of ARC 21 Joint Committee Meeting held on Thursday 1 October 2015. **(Copy circulated).**

Agreed: It was agreed to mark Minutes of ARC 21 Joint Committee Meeting held on Thursday 1 October 2015, as noted.

**RTS/131/2015 – ARC 21 SPECIAL JOINT COMMITTEE MEETING
- THURSDAY 16 OCTOBER 2015**

Read: Minutes of ARC 21 Special Joint Committee Meeting held on Thursday 16 October 2015. **(Copy circulated).**

AGREED: It was agreed to mark Minutes of ARC 21 Special Joint Committee Meeting held on Thursday 16 October 2015, as noted.

**RTS/132/2015 – DVA APPLICATION TO RENEW
ROAD SERVICE LICENCE**

Read: Letter dated 9 November 2015 from DVA regarding an application from the following operators for a Road Service Licence:
B1264 – Glenshane Coach Hire Ltd 11 Glenshane Road Maghera Co Londonderry BT46 5JZ.
B2880 – Lagan Valley Regional Transport CIC Units 1-6 PRM Complex Rathdown Road Moira Lisburn BR28 2RE.
B417 – Ben McMurray T/A McMurray Coaches Leamore Letterbreen Enniskillen Co Fermanagh BT74 9DZ.
B622 – Trevor Pratt 17 Masheracolton Road Newtownstewart Omagh Co Tyrone BT78 4LF.
B3490 – Oakwood Childcare Ltd 124 Main Street Derrylin Co Fermanagh BT92 9PD
B1560 – William Gibson T/A Glenview Enterprises 23 Cavanapole Road Tynan Co Armagh BT60 4RS. **(Copy circulated).**

Agreed: It was agreed to note the above correspondence.

RTS/133/2015 – REPORT RE: BUILDING REGULATIONS

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

Agreed: It was agreed to mark the above report noted.

EXEMPT INFORMATION

**RTS/134/2015 – TENDER REPORT
RE: INTEGRATED DESIGN TEAM SERVICES
- HOUSEHOLD RECYCLING CENTRE DOWNPATRICK**

Noted:Councillor Craig left the meeting at this point. (4.10pm)

Agreed: On the proposal of Councillor Murnin seconded by Councillor Fitzpatrick 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).

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Brown, seconded by Councillor Murnin to approve the recommendation contained in Report dated November 2015 from Mr J Gordon, Assistant Project Manager, and accept the tender received from Economic Operator 1 for integrated design team services for the development of a Household Recycling Centre at Killough Road Downpatrick. **(Copy circulated).**

There being no further business the meeting concluded at 4.15pm.

For consideration at the Council Meeting to be held on Monday 7 December 2015.

Signed:

Councillor Sinead Ennis
Vice Chairperson of Regulatory & Technical Services Committee

Signed:

Mr C O Rourke Director Regulatory & Technical Services