

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Strategy Policy & Resources Committee Meeting held on Thursday 14 December 2017 at 5.00pm in the Mourne Room, Downshire Civic Centre, Downpatrick.

In the Chair: Councillor T Hearty

In Attendance: Councillor P Byrne Councillor R Burgess
Councillor S Doran Councillor C Enright
Councillor O McMahon Councillor A McMurray
Councillor M Savage Councillor W Walker

Officials in Attendance: Mr L Hannaway, Chief Executive
Mrs D Carville, Director of Corporate Services
Mr J McBride, Assistant Director, Community Planning & Performance
Mr C Mallon, Assistant Director, Estates and Project Management
Mr K Montgomery, Assistant Director, Corporate Services (Finance)
Mr A Hay, Principal Planning Officer
Mrs E McParland, Democratic Services Manager
Miss S Taggart, Democratic Services Officer
Ms C Taylor, Democratic Services Officer

SPR/208/2017 APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillors Ruane, Stokes and Mr A Wilkinson, Director of Regulatory & Technical Services (Interim).

SPR/209/2017 DECLARATIONS OF INTEREST

There were no declarations of interest.

SPR/210/2017 ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 16 NOVEMBER 2017

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

SPR/189/2017 – Operating Protocol for Audio Recording of Council and Committee Meetings

Councillor Byrne said he had experienced difficulties in locating the audio recordings on the new website and requested the layout to be more user friendly in this regard.

Mrs McParland confirmed there had been an issue with transferring information onto the Council's new website which had gone live earlier in the day.

Agreed: It was agreed to ensure the Council's new website was improved to highlight more easily for users where to access audio recordings, agendas and minutes.

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Byrne, it was agreed that the Action Sheet of 16 November 2017 be noted and the actions identified in the right hand column as completed be removed.

LOCAL DEVELOPMENT PLAN

SPR/211/2017 LOCAL DEVELOPMENT PLAN PREPARATORY STUDIES - PAPER 15: STRATEGIC SETTLEMENT EVALUATION

Read: Report from Mr A McKay, Chief Planning Officer, dated 14 December 2017, regarding Newry, Mourne and Down Local Development Plan Preparatory Studies – Paper 15: Strategic Settlement Hierarchy (copy circulated).

Councillor Byrne expressed concerns regarding Crossmaglen being reclassified from a town to a village and asked for the reasons for this, and the impact of this on Crossmaglen.

Councillor Hearty concurred with Councillor Byrne's concerns regarding the reclassification of Crossmaglen.

Mr Hay advised population alone should not dictate what tier settlements fell into, especially when they were serving the rural hinterland and the services they provided, but Crossmaglen was reclassified based on feedback.

Councillor Byrne proposed Crossmaglen would be retained as a small town in Tier 2.

Councillor Hearty seconded Councillor Byrne's proposal.

Councillor McMahon referred to Ballyholland, saying it had been reclassified from a Tier 3 to a Tier 4. She said Ballyholland was a growing settlement with many services and was not a small settlement.

Councillor McMahon proposed Ballyholland would be retained as a Village in Tier 3.

Councillor Doran seconded Councillor McMahon's proposal.

In response to concerns relating to villages and small settlements in the Downpatrick DEA area, Councillor Enright undertook to email Mr Hay with further details.

Mr Hay advised if any Member had any issues with any of the proposed tiers, or any small settlements which any Member felt worthy of inclusion, to contact Mr Hay and he would look into these.

AGREED: On the proposal of Councillor Byrne, seconded by Councillor Hearty, it was proposed to retain Crossmaglen in Tier 2: Local and Small Towns.

AGREED: On the proposal of Councillor McMahon, seconded by Councillor Doran, it was proposed to retain Ballyholland in Tier 3: Villages.

PERFORMANCE

SPR/212/2017 IMPROVEMENT AUDIT AND ASSESSMENT REPORT 2017-18

Read: Report from Mr J McBride – Assistant Director: Community Planning and Performance, dated 14 December 2017, regarding Improvement Audit and Assessment Report 2017-18 (copy circulated).

Councillor Enright expressed concerns, saying the report was unambitious. He said he could not support the audit and assessment as it was not fit for purpose.

AGREED: On the proposal of Councillor Byrne, seconded by Councillor Savage, the Improvement Audit and Assessment Report 2017/18, including the proposals for improvement was agreed.

POLICIES

SPR/213/2017 NMDDC PROCUREMENT POLICY AND PROCEDURES

Read: Report from Mr K Montgomery, Assistant Director of Finance, dated 14 December 2017, regarding NMDDC Procurement Policy and Procedures.

Mr Montgomery pointed out a typo on Page 23 of the Procurement Policy & Procedures to be changed as follows:

*“The Chief Executive and Directors can approve Purchase Orders/Invoices over £30k as long as the suppliers/services/works provided **can** be linked to a contract/ framework or service level agreement”.*

AGREED: On the proposal of Councillor Byrne, seconded by Councillor Savage, the NMDDC Procurement Policy and Procedures was agreed to include the correction referred to in respect of page 23.

CORPORATE SERVICES – DEMOCRATIC SERVICES

SPR/214/2017 MINUTES OF ELECTED MEMBER DEVELOPMENT WORKING GROUP HELD ON 4 DECEMBER 2017

Read: Minutes of Elected Member Development Working Group held on 4 December 2017 (copy attached)

Mrs McParland advised Members that Councillor Harvey had been nominated to sit on the NILGA Regional Member Development and Workforce Group.

AGREED: On the proposal of Councillor Enright, seconded by Councillor Walker, the Minutes of the Elected Member Development Working Group held on 4 December 2017 were agreed.

Councillor Enright said it was his view there had been an excessive use of restricted items on the agenda.

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

SPR/215/2017 CCTV - SPWG

Agreed: On the proposal of Councillor Walker, seconded by Councillor Savage, 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 Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mr J McBride, Assistant Director: Community Planning & Performance, dated 14 December 2014 regarding Public Space and Facilities CCTV (copy circulated).

Agreed: On the proposal of Councillor Walker, seconded by Councillor Doran, 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 Walker, seconded by Councillor Savage, to note the contents of the Officer's report and agree to the recommendations of the Special Meeting of the Strategic Projects Working Group of 27 November 2017 and of the official concerning authority to enter into discussions with statutory relevant stakeholders.

SPR/216/2017 SURPLUS LAND AT FORKHILL

Agreed: On the proposal of Councillor Walker, seconded by Councillor Savage, 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 Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Ms A Robb, Assistant Director, Corporate Services, dated 14 December 2014 regarding Surplus Land at Forkhill Village (copy circulated).

Agreed: On the proposal of Councillor Walker, seconded by Councillor Doran, 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 to note the content of the officers report.

SPR/217/2017 IN-YEAR BUDGET REALLOCATION

Agreed: On the proposal of Councillor Walker, seconded by Councillor Savage, 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 Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mrs D Carville, Director of Corporate Services, dated 14 December 2017, regarding In Year Reallocation of Resources (copy circulated).

Agreed: On the proposal of Councillor Walker, seconded by Councillor Doran, 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 to note the content of the officers report that an in year reallocation of resources to other non-recurring activities was not considered necessary at this juncture.

SPR/218/2017

ESTATES ASSET MANAGEMENT POLICY – PROCUREMENT OF CONSULTANTS

Agreed: On the proposal of Councillor Walker, seconded by Councillor Savage, 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 Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mr C Mallon, Assistant Director of Estates and Project Management, dated 14 December 2017, regarding Estates Asset Management Policy – Procurement of Consultants (copy circulated).

Agreed: On the proposal of Councillor Walker, seconded by Councillor Doran, 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 Byrne, seconded by Councillor Savage, to approve the recommendations contained in paragraph 3.1 of the Officer's Report that Council approve the procurement of a Consultant Building Surveyor to complete building condition surveys up to the value of the figure detailed in the Report, with the cost being taken from the Corporate Services Directorate consultancy budget.

SPR/219/2017

FIRE PAINT AT DOWNPATRICK

Agreed: On the proposal of Councillor Walker, seconded by Councillor Savage, 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 Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mr C Mallon, Assistant Director of Estates and Project Management, dated 14 December 2017, regarding Progress report on Down Leisure Centre (copy circulated).

Agreed: On the proposal of Councillor Walker, seconded by Councillor Doran, 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 Savage, seconded by Councillor Byrne, to approve the recommendation contained in paragraph 3.1 of the officer's report on the contract for Downpatrick Leisure Centre, relating to a change in fire paint specification.

SPR/220/2017 **COMPLAINTS**

Agreed: On the proposal of Councillor Walker, seconded by Councillor Savage, 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 Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mr G McBride, Head of Administration and Customer Services, dated 14 December 2017, regarding Report on Complaints Statistics September and October 2017 (copy circulated).

Agreed: On the proposal of Councillor Walker, seconded by Councillor Doran, 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 to note the report on complaints statistics for the month of September and October 2017 with Members commenting on the need for more detailed, accurate, timely information.

There being no further business, the meeting concluded at 6.30pm.

For consideration at the Council Meeting to be held on 8 January 2018.

Signed: **Councillor Terry Hearty**
 Chairperson

Signed:

Dorinnia Carville

Director of Corporate Services