

A

Minutes of Planning Committee Meeting of Mid Ulster District Council held on Wednesday 9 July 2014 at 7pm, in the Council Offices, Burn Road, Cookstown

Present: Councillor Kearney, Chair
Councillor Clarke, Vice Chair

Councillors: Bateson, Bell, Cuthbertson, Gildernew, Glasgow, McEldowney, McKinney, McPeake, Mallaghan, Mullen, Tony Quinn, Reid, Robinson, J Shiels

Officers: Chief Executive
Clerical Officer

In Attendance: Ms Hilda Clements, Principal Planning Officer
Ms Deirdre McSorley, Area Planning Manager

P1/14 Apologies

There were no apologies.

P2/14 Declarations of Interest

There were no declarations of interest.

P3/14 Planning Committee Terms Of Reference For Transitional Period

The Chief Executive introduced the Terms of Reference and advised members that the Mid Ulster District Council at its meeting on 26 June 2014 established four committees to take forward the work of the Council during the transitional period and that the Terms of Reference for these committees had been set by the Council.

P4/14 Development Plan Regulations

The Chairman welcomed Ms Hilda Clements, Principal Planning Officer Western Area Planning Office to the meeting.

Ms Clements gave a presentation to members on The Planning (Local Development Plan) Regulations (NI) 2015.

The regulations are required to implement Part 2 of the Planning Act (Northern Ireland) 2011 to enable the preparation of new local development plans (LDPs) by the new 11 councils. The regulations will ensure that LDPs are delivered in an effective and consistent manner across

Northern Ireland, while minimising the complexity of the preparation process and the regulatory burden on councils. The regulations have been drafted to meet the expectations of the Department and other stakeholders as expressed during the passage of the Planning Act (Northern Ireland) 2011, particularly as regards improved community engagement with the planning system, and greater transparency in the decision making process. The aim is to bring regulations into force by April 2015. The intention is then for councils to prepare their own up-to-date LDPs.

These regulations set out the detail of the new local development plan process and include; The sequence of LDP preparation from creation of a timetable through to adoption by the council; The roles of the council, the Department and independent examiner; Functions post adoption including annual monitoring, review and revision; and Departmental intervention powers and transitional arrangements.

The Chairman thanked Ms Clements for her presentation.

P5/14 Planning Reform Consultation

The Chairman welcomed Ms Deirdre McSorley, Area Planning Officer Western Area Planning Office to the meeting.

Ms McSorley gave a presentation to members on The Planning Reform and Transfer to Local Government: Proposals for Subordinate Legislation.

The Department of the Environment issued a consultation paper which sets out proposals for subordinate legislation to introduce reforms to the planning system and transfer responsibility for the majority of planning functions to the new district councils in April 2015.

The proposed legislation relates to the following elements of the planning process; local development plans; statements of community involvement; the new three-tier hierarchy of development applications i.e. local, major and regionally significant; revised procedures for managing applications through the system; listed buildings; and the management of council owned land.

Ms McSorley highlighted; proposals for subordinate legislation; statement of community involvement; publicity, consultation and agreement on SCI, new approach to development management, hierarchy of development, pre-application community consultation, pre-determination hearings, schemes of delegation, new development management procedures, publicity arrangements.

The Chairman thanked Ms McSorley for her presentation.

Members expressed concern that a major piece of legislation had to be responded to by the 20 August and stated that although the consultation had been issued in April that the new Shadow Council had not come into effect till the end of May. Members AGREED that a letter should be sent to the Minister asking for a four week extension to the consultation period.

Members AGREED that a further meeting regarding this matter would need to be arranged to allow for proper consideration by Members in advance of sending a response on the consultation. Members also AGREED that if expert help was required that this should be obtained.

The meeting ended at 8.10 p.m.

Chair

Date

B

Subject	DoE Planning Capacity Building and Training
Reporting Officer	Chief Executive

1	Purpose of Report
1.1	To inform committee members on DoE arrangements to build capacity of new council members on the transferring function of planning, with particular reference to those involved in council planning committees.
1.2	To seek approval for committee member attendance and any other member of council, as required.

2	Background
2.1	Mid Ulster District Council will assume responsibility for the operational delivery of Planning as a transferring function on 1 April 2015, linked Local Government Reform arrangements.
2.2	In assist with the lead up to the transfer of Planning on April 2015 council has established a Planning Committee for the transitional period with a specific remit to make area plan preparations and build the capacity of members on the subject of Planning.
2.3	The DoE Planning Policy Division will host a series of training events programmed to commence in early September and run until January 2015, the aim of which will be to build member capacity (appendix A).

3	Key Issues
3.1	Council previously agreed a Capacity Building Plan for the transitional period to 31 March 2015 which included detail on four sessions being held from September 2014 to January 2015. DoE Planning and Policy Division have now confirmed the arrangements for each session (appendix B).
3.2	In organising each session DoE Planning Policy Division has clustered new Councils together for logistical and organisational purposes. Mid Ulster DC has been clustered with Derry & Strabane and Fermanagh & Omagh councils.
3.3	The sessions are; (i) Overview of Planning for Councillors; (ii) Development Plans and Working with the Community; (iii) Practical Planning; and (iv) Propriety and Outcomes dealing with the Code of Conduct and the role of The Planning Appeals Commission.

3.4

Whilst members may select to attend any date for each session (appendix B), Mid Ulster representatives are encouraged to attend the following:

Session 1: Overview of Planning for Councillors*

Date	17 September
Time	5.30pm – 9pm
Venue	Guildhall, Derry

* Note: Committee members have received detailed briefings from the Area Planning Manager and Head of Development Plans and attendance at this session may not be necessary

Session 2: Development Plans and Working with the Community

Date	22 October	or	23 October
Time	5.30pm - 9pm		10am - 2pm
Venue	Magherafelt offices		Magherafelt offices

Session 3: Practical Planning

Date	27 November	or	26 November
Time	10am - 2pm		5.30pm - 9pm
Venue	Burnavon, Cookstown		Magherafelt offices

Session 4: Propriety and Outcomes

Date	8 January	or	28 January
Time	10am - 2pm		5.30pm - 9pm
Venue	Ranfurly House, Dungannon		Omagh Council

4	Resource Implications
4.1	<u>Financial</u>
4.1.1	No direct costs will be incurred for the provision of this training. Costs will be confined to the payment of travel expenses to and from sessions attended.
4.2	<u>Human resources</u>
	N/A
4.3	<u>Assets and other implications</u>
	N/A

5	Other Considerations
5.1	N/A

6	Recommendations
6.1	All members of the planning committee and other council members as requested attend sessions within the training programme. Cognisance should be taken of the fact that briefings have already been received from the Area Planning Manager and Head of Development Plans which may closely relate to Session 1 of the Programme.
6.2	Approval is granted for Committee and other Council members to attend.

7	List of Documents Attached
7.1	Appendix A: Letter of Invitation from Director of Planning Policy Division Appendix B: Training Programme for Elected Members



Department of the
Environment

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Planning Policy Division

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20 August 2014

Dear Member

RE: Capacity Building and Training for Elected Members on Planning

I am writing to invite you to attend a series of training events programmed to run from early September 2014 to late January 2015 (see attached schedule). The training will be facilitated and delivered in the main by senior planning staff but will also include representatives who have experience of similar planning systems in other jurisdictions. The training will help to prepare for the transfer of planning functions to Councils and assist Members to understand the new planning system, the processes involved in making planning decisions and the need to comply with ethical standards.

The sessions have been organised in a way that will help Members build up a sound knowledge of the planning functions starting with an overview in September; Development Plans in October; a walk through the practical side of planning in November and finishing with Code of Conduct training together with an insight into the role of the Planning Appeals Commission in December/January. Please note that it is strongly recommended that all Members attend at least one event per session to get the most out of the training programme and, in particular, Councillors who will sit on Planning Committees.

At the end of each training event, attendees will receive a hard copy of the presentations and any material relating to that day/evening. Therefore by the end of the 4th session Members will have accumulated a large amount of information which, it is hoped, will be useful in their future planning role.

Finally, I would reiterate that the training is open to **all** Members and that you can opt to go to **any** date/venue that suits you per session (although you are encouraged to go to the event shown against your Council area in the programme). In that regard, I would be grateful if you could respond with your chosen dates for each session to **(CONTACT NAME & DETAILS)** by **(DATE)**. Please also indicate if you have any special dietary or access requirements.

Thank you for your co-operation in this matter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Angus Kerr', with a stylized flourish at the end.

Angus Kerr

Director
Planning Policy Division

PLANNING REFORM AND TRANSFER PROJECT – CAPACITY BUILDING AND TRAINING PLAN FOR ELECTED MEMBERS

SESSION ONE: OVERVIEW OF PLANNING FOR COUNCILLORS

COUNCIL CLUSTER	VENUE	DATE	TIME
Belfast; Lisburn & Castlereagh	Malone House, Belfast	4 th September	10.00am – 2.00pm
Armagh, Banbridge, Craigavon; North Down & Ards; Newry, Mourne and Down	Craigavon Civic and Conference Centre	10 th September	5.30pm – 9.00pm (dinner available from 5pm)
Fermanagh & Omagh; Derry & Strabane; Mid Ulster	Guildhall, Derry	17 th September	5.30pm – 9.00pm (dinner available from 5pm)
Antrim & Newtownabbey; Causeway Coast & Glens; Mid & East Antrim	Ballymena Showgrounds	11 th September	10.00am – 2.00pm
2 Mop Up Sessions for any Councillor unable to attend local meeting	Flowerfield Arts Centre, Portstewart Lisburn Civic Centre	18 th September 3 rd September	10.00am – 2.00pm 5.30pm – 9.00pm (dinner available from 5pm)

TIME	PROGRAMME	FACILITATOR	DELIVERY METHOD
9.45	Registration and Tea/Coffee		
10.00	Overview of the new Planning System		Presentation
	Operational Transitional Arrangements		Presentation
	Q&A		
	Tea/Coffee & Scones		
	Planning Principles and Policy Overview		Presentation
	Practical Session		Practical Task
	Outline of Legislative Framework		Presentation
	Q&As		
13.30	Finger Buffet Lunch (with Tea/Coffee)		

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SESSION TWO: DEVELOPMENT PLANS AND WORKING WITH THE COMMUNITY

COUNCIL CLUSTER	VENUE	DATE	TIME
Belfast; Lisburn & Castlereagh	Belfast City Hall	9 th October	10.00am – 2.00pm
Armagh, Banbridge, Craigavon; North Down & Ards; Newry, Mourne and Down	Down Arts Centre, Downpatrick	16 th October	5.30pm – 9.00pm (dinner available from 5pm)
Fermanagh & Omagh; Derry & Strabane; Mid Ulster	Magherafelt Council Offices	23 rd October	10.00am – 2.00pm
Antrim & Newtownabbey; Causeway Coast & Glens; Mid & East Antrim	Mossley Mill, Newtownabbey	16 th October	10.00am – 2.00pm
2 additional Sessions for any Councillor unable to attend local session	Belfast City Hall	8 th October	5.30pm – 9.00pm
	Magherafelt Council Offices	22 nd October	5.30pm – 9.00pm (dinner available from 5pm)

TIME	PROGRAMME	FACILITATOR	DELIVERY METHOD
9.45	Registration and Tea/Coffee		
10.00	Introduction to Development Plans		Presentation
	Community Planning & Planning		Presentation/ Task & Discussion
	Q&A		
	Tea/Coffee & Scones		
	Council Cluster Development Plans		Facilitated Discussion in Break out areas
	Community Involvement		Presentation
	Q&As		
13.30	Finger Buffet Lunch (with Tea/Coffee)		

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SESSION THREE: PRACTICAL PLANNING

COUNCIL CLUSTER	VENUE	DATE	TIME
Belfast; Lisburn & Castlereagh	Lisburn Civic Centre	6 th November	10.00am – 2.00pm
Armagh, Banbridge, Craigavon; North Down & Ards; Newry, Mourne and Down	Lough Neagh Discovery Centre, Oxford Island, Craigavon	20 th November	10.00am – 2.00pm
Fermanagh & Omagh; Derry & Strabane; Mid Ulster	Burnavon Arts Centre, Cookstown	27 th November	10.00am – 2.00pm
Antrim & Newtownabbey; Causeway Coast & Glens; Mid & East Antrim	Antrim Council Offices	19 th November	5.30pm – 9.00pm (dinner available from 5pm)
2 additional Sessions for any Councillor unable to attend local session	Malone House, Belfast Magherafelt Council Offices	5 th November 26 th November	5.30pm – 9.00pm 5.30pm – 9.00pm (dinner available from 5pm)

TIME	PROGRAMME	FACILITATOR	DELIVERY METHOD
9.45	Registration and Tea/Coffee		
10.00	The Planning Portal		
	Development Management Process:		Presentation/Task / Discussion
	Tea/Coffee & Scones		
	Development Management Process (continued)		
	Q&A		
	Enforcement		Presentation/Task & Discussion
	Judicial Reviews (for Dev Management and Enforcement)		Presentation/Task & Discussion
	Property Certificates		Presentation
	Q&As		
13.30	Finger Buffet Lunch (with Tea/Coffee)		

PLANNING REFORM AND TRANSFER PROJECT – CAPACITY BUILDING AND TRAINING PLAN FOR ELECTED MEMBERS

SESSION FOUR: PROPRIETY AND OUTCOMES

COUNCIL CLUSTER	VENUE	DATE	TIME
Belfast; Lisburn & Castlereagh	Malone House, Belfast	4 th December	10.00am – 2.00pm
Armagh, Banbridge, Craigavon; North Down & Ards; Newry, Mourne and Down	Downshire Civic Centre, Downpatrick	11 th December	10.00am – 2.00pm
Fermanagh & Omagh; Derry & Strabane; Mid Ulster	Ranfurly House, Dungannon	8 th January	10.00am – 2.00pm
Antrim & Newtownabbey; Causeway Coast & Glens; Mid & East Antrim	Mossley Mill, Newtownabbey	7 th January	5.30pm – 9.00pm (dinner available from 5pm)
3 additional Sessions for any Councillor unable to attend local session	Craigavon Civic & Conference Centre Belfast City Hall Omagh Council Offices	10 th December 3 rd December 28 th January 2015	5.30pm – 9.00pm 5.30pm – 9.00pm 5.30pm – 9.00pm (dinner available from 5pm)

TIME	PROGRAMME	FACILITATOR	DELIVERY METHOD
9.45	Registration and Tea/Coffee		
10.00	Introduction to the Code of Conduct		
	Planning Committee Role Play		
	Tea/Coffee & Scones		
	Resume Planning Committee Role Play		
	Feedback & Q&A		
	Planning Appeals Commission		
	Q&As		
13.30	Finger Buffet Lunch (with Tea/Coffee)		