

COOKSTOWN DISTRICT COUNCIL

Minutes of proceedings of a **POLICY RESOURCES & SERVICES COMMITTEE MEETING** of the Council held in the Council Chamber on Tuesday 28 May 2013 at 7pm

Present: Glasgow, Chairman

Councillors: Clarke, Kelly, Lees, Mayo, McAleer, McCartney, McFlynn, McGarvey, McNamee, Quinn and Wilson

Officers

- Chief Executive (Acting)
- Director of Corporate Services
- Director of Environmental Health
- Director of Operational Services
- Head of Waste Management/Contract Management
- Technical Services Manager
- Clerk's Secretary

1 SYMPATHY

Councillor McNamee offered his condolences to the Chief Executive (Acting) on the recent bereavement of his uncle.

2 The Gathering

Councillor Quinn highlighted the success of two events held on 24 and 25 May 2013 with regards to Tullaghoge Fort, entitled 'The Gathering.' He advised that the events were on an international scale and attracted approximately 100 visitors from America and worldwide, including Mr Alex Attwood, MLA, Minister for the Environment and Ms Michelle O'Neill, MLA, Minister of Agriculture and Rural Development. Minister Attwood announced at the event that a feasibility study would be carried out on Tullaghoge Fort, which is excellent news. Councillor Quinn commended all staff who participated in the planning and organisation of this magnificent event and he praised the professionalism of all staff concerned. He extended his sincere thanks to everyone involved and he advised that the future for Tullaghoge Fort seems to be very positive. Councillor Glasgow concurred with Councillor Quinn's comments and highlighted that a lot of hard work and effort has gone into ensuring that this event was a success.

3 APOLOGIES

Apologies were received on behalf of Councillors McCrea, McElhone and McIvor.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 PRESENTATION

5.1 Roads Service

A copy of the Divisional Roads Manager's Report to Cookstown District Council, dated 28 May 2013 was circulated prior to the meeting.

The Chief Executive (Acting) welcomed Mr Sam Webb, Acting Divisional Roads Manager, and Mr Noel McMullan, Section Engineer, Roads Service to the meeting.

Mr Webb explained the content of the Divisional Road Managers Report which included information on network maintenance, development and planning. He further outlined various customer service contact points to Members for their use.

Councillor Glasgow thanked Messrs Webb and McMullan for their presentation.

Mr Webb responded to questions from Members.

Council AGREED that the Chief Executive (Acting) will bring a proposal to Members at a future Council Meeting with regard to the need for improved infrastructure within Cookstown Town due to the increased investment and expansion of the town.

6 REPORT OF DIRECTOR OF BUILDING CONTROL

A copy of the above report had been previously circulated. The Committee adopted the report.

6.1 Licensing of Places of Entertainment

161 Mrs Linda Black, Cookstown Hockey Club at Old Railway Station, 48 Molesworth Street, Cookstown, BT80 8PA

On the proposal of Councillor McGarvey, seconded by Councillor McNamee the Committee RECOMMENDED that the above licence is granted.

7 REPORT OF DIRECTOR OF ENVIRONMENTAL HEALTH

A copy of the above report had been previously circulated. The Committee adopted the report together with the following matters contained therein.

7.1 Complaint Re Spoilage Matter To 'All Butter Scottish Shortbread Fingers' (Ref. No. 811/FC/12/504)

The Committee RECOMMENDED that no further action is taken with regard to this matter.

7.2 Environmental Health Service Plan – 2013/2014

The Committee RECOMMENDED the adoption of the Environmental Health Service Level Plan – 2013/2014.

7.3 Department For Social Development – 'Area-Based Affordable Warmth Pilot Programme'

The Committee RECOMMENDED that Council supports the delivery of the 'Affordable Warmth Pilot Programme' for 2013/2014, for Cookstown District and the Mid Ulster Cluster.

7.4 Consultation On The Need For A Northern Ireland Climate Change Bill

The Committee RECOMMENDED that Council comment as outlined with the Director of Environmental Health's Report.

7.5 Wind Turbine Applications

The Committee RECOMMENDED that Council invite the Divisional Planning Office to deliver a presentation to Members at a future Council Meeting with regard to the above.

7.6 Alleged Defects To Dwelling – 71 Tulnacross Road, Cookstown

The Committee RECOMMENDED that no further action is taken with regard to this matter.

7.7 Private Tenancies (Northern Ireland) Order 2006 – Application For Inspection of Property – 4 Urbal Lane, Coagh, Cookstown, Co Tyrone

The Committee RECOMMENDED that in accordance with the requirements of Article 36 (4) of The Private Tenancies (Northern Ireland) Order 2006, a Certificate of Fitness be issued for the dwelling at 4 Urbal Lane, Coagh, Cookstown.

7.8 The Electrical Equipment (Safety) Regulations 1994 – Defective Chandelier Light Fitting

The Committee RECOMMENDED that Council issue a Formal Warning Letter to the retailer concerned, for failure to comply with the requirements of The Electrical Equipment (Safety) Regulations 1994.

7.9 Contraventions Of Bye-Laws – Consumption of Alcohol In Public Places

The Committee RECOMMENDED that the details of these offences be referred to the Council's solicitor with a view to instituting legal proceedings for the offence of consuming alcohol in a designated place contrary to Council Bye-Laws.

7.10 Street Trading Act (Northern Ireland) 2001 – Application For A Stationary Street Trading Licence – The Square, Stewartstown

The Committee RECOMMENDED that a Stationary Street Trading Licence is issued to Mr Wayne Megaw, 318 Mountjoy Road, Stewartstown, Co Tyrone, BT71 5LJ, to trade at The Square, Stewartstown, from Monday to Friday (9.00am to 6.00pm), subject to no objections from local PSNI, for a period of twelve months.

7.11 Street Trading Act (Northern Ireland) 2001 : Renewal Of Stationary Street Trading Licence – Mr F Cassidy, 212 Shore Road, Magherafelt, BT45 6LW

The Committee RECOMMENDED that a Stationary Street Trading Licence is issued to Mr F Cassidy, 212 Shore Road, Magherafelt, BT45 6LW, under Section 6 of the Street Trading Act (Northern Ireland) 2001 for a period of twelve months, subject to no adverse comments being received from the PSNI.

7.12 Dogs (NI) Order 1983 – Unpaid Fixed Penalty – Straying Offence – Orritor Road Retail Park, Cookstown (FP Ref. No. 0014)

The Committee RECOMMENDED that the details of the above offence are forwarded to Council's solicitor, with a view to instigation of formal proceedings against the keeper/owner, for permitting their dog to stray, contrary to Article 22 of the Dogs (Northern Ireland) Order 1983.

7.13 Dogs (NI) Order 1983 – Unpaid Fixed Penalty – Unlicensed Dogs Offence – Littlebridge Road, Drummullan, Coagh (FP Ref. Nos. 0012 & 0013)

The Committee RECOMMENDED that the details of the above offence be forwarded to Council's Solicitor, with a view to instigation of formal proceedings against the keeper/owner, for failing to licence their dogs, contrary to Article 17 of the Dogs (Northern Ireland) Order 1983.

7.14 Change Of Departmental Designations

The Committee RECOMMENDED that the Chief Executive (Acting) and Director of Environmental Health and Building Control be authorised to sign documents (1 - 5) on behalf of Council:

- (1) Notice of Passing of Building Regulation Plans
- (2) Notice of Rejection of Building Regulation Plans
- (3) Entertainments Licence
- (4) Notice of Rejection of Entertainment Licence
- (5) Property Certificates

and that the Director of Environmental Health and Building Control and / or his nominee are authorised to sign documents (6 – 10) on behalf of Council:

- (6) Contravention Notice
- (7) Regularisation Certificate
- (8) Completion Certificate
- (9) Notice of Rejection of Regularisation Certificate
- (10) Letter declaring the deposit of plans to be of no effect after 3 years.

8 REPORT OF DIRECTOR OF OPERATIONAL SERVICES

The Director of Operational Services highlighted that this is his final Council Meeting before commencing retirement.

Councillor Clarke on behalf of Sinn Fein, Councillor Quinn on behalf of SDLP, Councillor Wilson on behalf of UUP, Councillor Lees on behalf of DUP and Councillors Glasgow, McAleer and McNamee thanked the Director of Operational Services for his hard work over the years and wished a long and happy retirement. The Director of Operational Services thanked everyone for their kind comments and advised that he thoroughly enjoyed working for Cookstown District Council for the past 37 years.

A copy of the above report had been previously circulated. The Committee adopted the report together with the following matters contained therein.

8.1 Flowerbed Sponsorship

The Committee RECOMMENDED that the written offer of £360 from Tip Top Soil for the flower bed at Kings Bridge be accepted for a one year period, commencing on 1 July 2013 (to allow time for production and erection of signage).

8.2 Property At Railway Yard – Feasibility/Options Report

The Committee RECOMMENDED that Council adopt the main recommendation outlined within the above report i.e. that Council “strategically hold” the sites until RPA when the options can be reviewed further.

8.3 Play Parks

Councillor McNamee requested that the play park located on Orritor Street is upgraded, as it is utilised by both residents and visitors to Cookstown Town Centre.

The Committee RECOMMENDED that the Head of Waste & Contract Management will consider the above recommendation given the current priorities of Council.

8.4 Cookstown Woodlands Beacon Centre

Councillor Mayo advised that the above centre had requested to use a small area of land located in the Railway Yard, which is owned by Council for a garden/polytunnel and she enquired if this has been progressed. The Chief Executive (Acting) advised that the Community Services Manager will meet with representatives from Cookstown Woodlands Beacon Centre to determine their needs and following this Council will consider the matter further.

8.5 Cabin Wood

Councillor McNamee advised that there is grass beginning to come up through the pathway at the far side of Cabin Wood and it will deteriorate quickly if not addressed.

The Committee AGREED that the Operational Services Department would look into this matter.

9 CONSULTATIONS

9.1 Policing & Community Safety Partnership

On the proposal of Councillor McGarvey, seconded by Councillor Mayo it was AGREED that Councillor Quinn be elected as the next Policing & Community Safety Partnership Chairman.

9.2 Equality and Diversity Framework

On the proposal of Councillor McGarvey, seconded by Councillor McNamee the Committee RECOMMENDED the adoption of the Equality and Diversity Framework, as drafted by the Equality and Diversity Group.

9.3 Consultation on a Draft Financial Capability Strategy for Northern Ireland

The Chief Executive advised Members that a number of consultation events will be held with regard to the above and that details would be forwarded for Members consideration when received.

The Committee NOTED receipt of letter dated May 2013 from Ms Jackie Kerr, Department of Enterprise, Trade and Investment with regard to the above.

9.4 Revised EU Procurement Thresholds

On the proposal of Councillor McGarvey, seconded by Councillor Quinn the Committee RECOMMENDED the adoption of the above with regard to updating Council's Procurement Policy.

9.5 Roads Service

The Committee NOTED receipt of letter from Mr Sam Bogle, Roads Service with regard to 'The Private Streets (Northern Ireland) Order 1980 Adoption of Street Works.'

9.6 Application to Renew A Road Service Licence

The Committee NOTED receipt of emails dated 16 April 2013, 18 April 2013, 29 April 2013 and 15 May 2013, and letter dated 23 April 2013 with regards to the above.

9.7 Application for a New Road Service Licence

The Committee NOTED receipt of letter dated 26 April 2013 with regards to the above.

10 FINANCE MATTERS

- 10.1 On the proposal of Councillor McNamee seconded by Councillor Quinn the Committee APPROVED revenue/capital payments for the month April 2013.

General Revenue	£ 879,674
Capital	£ 0

RECEIPTS

The financial statement book of receipt was produced showing the sum which had been received during the month April 2013.

General Revenue	£1,564,638
Capital	£ 0

11 TENDER

- 11.1 **Davagh Forest Skills Trail, Pump Track and Associated Infrastructure**

A copy of the report entitled 'Davagh Forest Skills Trail ITT Evaluation Report' prepared by RPS was circulated for Members consideration prior to the meeting.

Following the prequalification process (PQQP) five respondents were chosen for the select list and documents were issued on Friday 3 May 2013 and returns received by the closing date/time.

Tender details are as follows:

Tender (T)	Price
Euroservices	£ 71,408.38
FP McCann	£ 69,329.11

On the proposal of Councillor McGarvey, seconded by Councillor Clarke it was agreed to accept the report and recommendations from RPS to award the tender for the construction of Davagh Forest Skills

Trail to FP McCann at a cost of up to £69,329.11 +VAT with immediate effect.

12 ANY OTHER BUSINESS

12.1 Payday Loans

The Chief Executive (Acting) provided Members with an update with regard to payday loans and his meeting with the local Credit Union and St Vincent de Paul regarding their proposed Pilot Scheme.

The Committee AGREED for the Chief Executive (Acting) to convene a meeting with representatives from St Vincent de Paul and from each of the Credit Unions located in the Cookstown District to consider a pilot initiative towards addressing an increasing reliance upon 'payday loans.'

12.2 MUSA – Award of Contract

The Director of Corporate Services provided an update on the 'Award of Contract' with regard to the erection of changing rooms and in door training facility at MUSA.

On the proposal of Councillor Clarke, seconded by Councillor McNamee it was agreed to accept the recommendations made by the Director of Corporate Services to employ the former Director of Building Control to manage the contract for three hours each week as required.

12.3 Irish News Workplace & Employment Awards 2013

The Chief Executive (Acting) advised that Council has been shortlisted for the Irish News 'Disability Best Practice Employer Award' and the winner will be announced at a Gala Evening on 13 June 2013. Tickets for this event are priced at £95 per person. He highlighted that it is a great honour for Council to be shortlisted and it is a very positive reflection upon Council's approach towards Human Resource development.

On the proposal of Councillor McNamee, seconded by Councillor Quinn it was agreed that the following delegates will represent Council at the Irish News 'Workplace & Employment Awards' Gala Evening on 13 June 2013 in the Titanic, Belfast, at a cost of £95 per person:

- Chief Executive (Acting) or Council's Equality & Diversity Manager
- Councillor McFlynn (Councillor Diversity Representative)
- Marissa McCormick
- Kate Keys
- Ray Hall
- Philip Moffett

The meeting ended at 8.44pm.

Chairman

Clerk/Chief Executive

Date