

**NOTES OF THE PROCEEDINGS OF THE MEETING OF THE
LAND AND PROPERTY SUB COMMITTEE
HELD IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS
TUESDAY 21 FEBRUARY 2017 AT 9.20 PM**

- In the Chair** : Councillor Knight-McQuillan (Item 3)
- Present** : Councillors Baird, Duddy, Holmes, McCorkell, Quigley
- Officers Present** : M Quinn, Director of Performance
S McMaw, Head of Corporate Performance & Compliance
S Duggan, Committee and Member Services Officer

SUBSTITUTIONS

Councillor Holmes replaced Alderman Hillis for the transaction of business for the evening.

1 APOLOGIES

Apologies were recorded for Alderman Hillis and Councillor McLaughlin.

2 DECLARATIONS OF INTEREST

There were no declarations of Interest.

3 TERMS OF REFERENCE

Director of Performance circulated draft Terms of Reference for consideration and responded to committee queries.

The Director advised legacy Coleraine and Moyle assets and land boundaries were mapped; legacy Limavady currently being mapped and legacy Ballymoney mapping yet to commence. It was further advised Council has the assistance of one full time GIS (Geographical Information System) mapping officer and University placement students each year.

The Head of Corporate Performance and Compliance advised of three levels of decision making within the Land and Property remit; 1) Operational Issues, where it was anticipated straight-forward Land and Property issues would be processed via

the Chief Executive and Director of Performance; 2) Contentious issues, where a sub committee need was defined for input and direction; and 3) simple easements etc, for example, which, it was anticipated would be processed through Corporate Policy & Resources Committee.

Regarding the scope of the sub committee, concern was raised in anticipation of any future proposals from Committees who had recommended to mark a facility/ land redundant in an operational capacity; it was felt that the decision making process thereafter would be taken forward by the Corporate Policy & Resources Committee.

Discussion took place on the merit of a Planning Officer being in attendance at sub committee meetings, as and when required. The Director concurred with the sentiments of having expertise at meetings.

Proposed by Councillor Duddy
Seconded by Councillor McCorkell and Councillor Baird and

AGREED – to recommend that Committee nominate Councillor Knight-McQuillan as Chair of the Land and Property Sub Committee.

Proposed by Councillor Baird
Seconded by Councillor Duddy and

AGREED – to recommend that Committee nominate Councillor Quigley as Deputy-Chair of the Land and Property Sub Committee.

Director of Performance invited Councillor Knight-McQuillan to assume the Chair.

The Chair invited committee to define the draft Terms of Reference further.

Discussion ensued on dates and timings of meeting, it was considered sub committee meetings may not be held on a Monday and due to busy diary scheduling, may be held on the same evening as a Council Workshop.

AGREED – to recommend that Committee hold a Land and Property Sub Committee meeting on the first Wednesday of the month at 6 PM (July recess); Agenda to be circulated a week in advance with topic timings for discussion:

- Wednesday 5 April 2017 at 6 PM
- Wednesday 3 May 2017 at 6 PM
- Wednesday 7 June 2017 at 6 PM
- Wednesday 2 August 2017 at 6 PM
- Wednesday 6 September 2017 at 6 PM
- Wednesday 4 October 2017 at 6 PM
- Wednesday 1 November 2017 at 6 PM
- Wednesday 6 December 2017 at 6 PM

AGREED – to recommend that Committee approve the draft Terms of Reference, attached, Appendix 1, including the recommendations above.

The Director of Performance advised the Minutes of the Land and Property Sub committee meeting held would be brought to Corporate Policy & Resources Committee meeting on Monday 13 March 2017, 7 PM.

Councillors stated they would like to receive tailored Training, to be taken out of the current training budget.

The Head of Corporate Performance and Compliance advised Council's Solicitor was available to assist members with queries and further advised of the Service Level Agreement with Derry City and Strabane District Council where a range of solicitor specialisms were also available.

In response to a concern raised, the Director of Performance agreed to investigate Causeway Street, Portrush access issue and circulate the detail to sub committee members at the earliest convenience.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 10.21 PM.

Chair