

Appendix 11: Thematic Working groups and other meetings with consultation bodies in preparing dPS

Population and Housing Working Group

Terms of Reference

Introduction

On 1 April 2015, Councils were given new responsibilities and a broader range of powers under the Planning Act (Northern Ireland) 2011 including becoming the main decision maker on the vast majority of planning applications and assuming powers for producing a Local Development Plan (LDP). It is the Council's responsibility, working with key stakeholders and local people, to create a clear vision of how the council area should develop and what it will look like in the years to come.

The new LDP is the land use plan for Belfast up to 2035 and is a guide to shape the development of the city. It will replace the Belfast Metropolitan Area Plan (BMAP) as it relates to Belfast. The LDP will also set out the policies and proposals for the use, development and protection of land in Belfast. Once the LDP is adopted decisions on planning applications will be taken in line with the policies and land use designations set out in the plan, unless other material considerations indicate otherwise.

The 15 year framework will support the economic and social needs of the city, in line with sustainable regional development strategies. The LDP will provide the vision for how communities will grow in the future and it will also:

- Guide development;
- Provide certainty and a framework for investment;
- Facilitate sustainable growth;
- Allocate sufficient land to meet our needs;
- Put communities at the heart of the process; and
- Allow for speedier decision making under the new plan-led system.

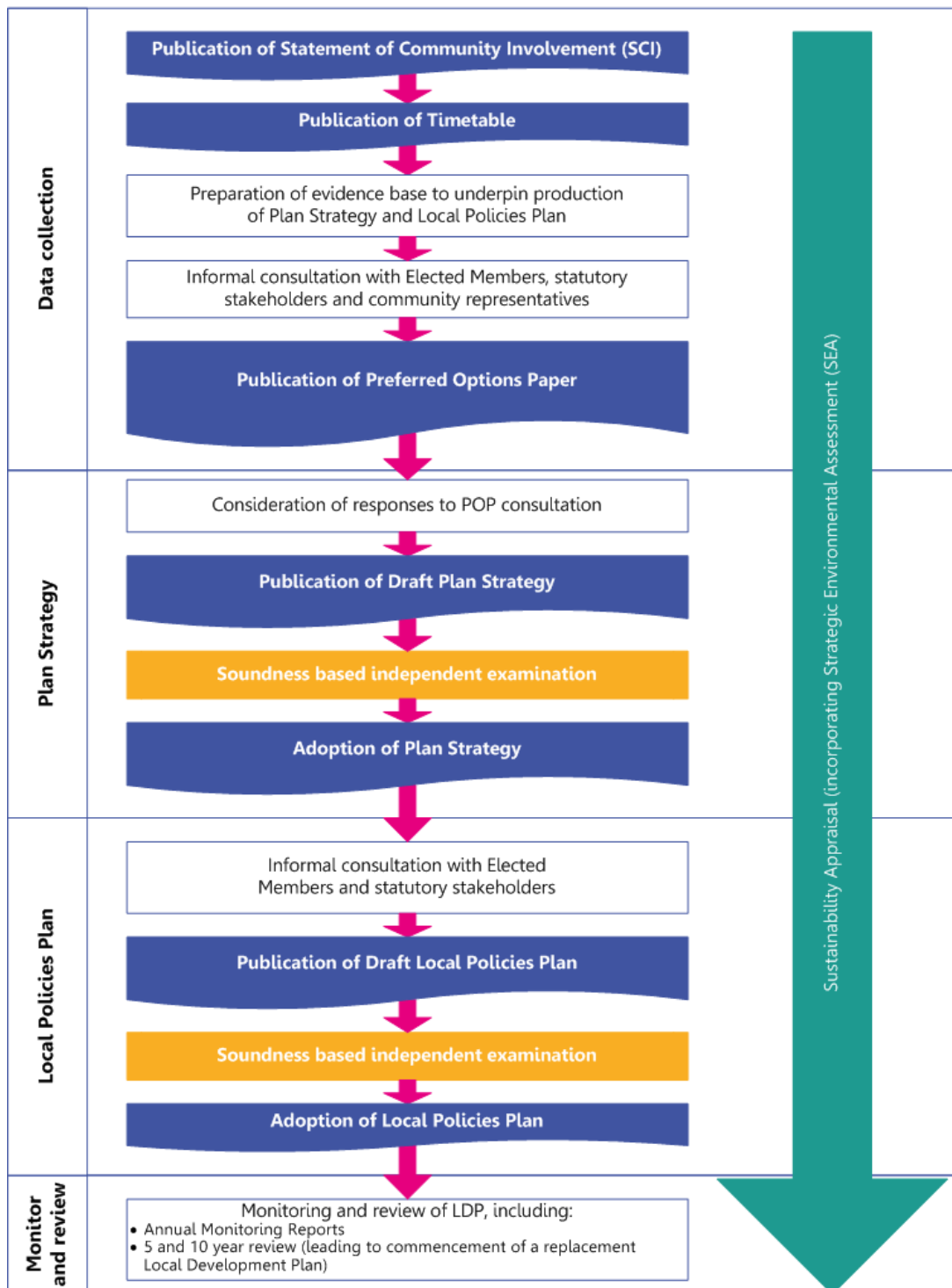
The Local Government Act (Northern Ireland) 2014 sets out a statutory link between the Community Plan and the LDP. It is now a legislative requirement that during preparation of the LDP the Council must take account of the Community Plan. Our Council's Community Plan is known as the 'Belfast Agenda' and is a process led by the council in conjunction with partners and communities to deliver better services for the social, environmental and economic wellbeing of people and the LDP is the spatial reflection of that.

The Local Development Plan Process

There are three main stages of preparation, consultation and engagement with the public and other interested parties through the Preferred Options Paper (POP), Draft Strategy and Local Policies Plan. The initial plan preparation stage is well underway. The Council published the Statement of Community Involvement (SCI) and the LDP timetable in 2016. A series of 18 topic papers were also prepared to set out baseline information used to inform the Preferred Options Paper.

The draft POP was published on the 26th January 2017 for a 12-week consultation period. It has provided the Council with the opportunity to consult with the public and stakeholders to encourage inclusive engagement that will stimulate discussion on key planning issues in a more meaningful way at an early stage of LDP preparation. Over 70 stakeholder and consultation events have been held over the 12 week consultation period. The comments

Stages in the Local Development Plan (LDP) process



received during the POP consultation will be taken into account in formulating the draft Plan Strategy.

The Local Policies Plan will set out the Council's local policies and site specific proposals in relation to the development and use of land in Belfast. It will contain the local policies including site specific proposals, designations and land use zonings required to deliver the Council's vision, objectives and strategic policies, as set out in the Plan Strategy. A number of assessments were undertaken alongside the preparation of the POP as outlined below:

- Sustainability Appraisal incorporating Strategic Environmental Assessment;
- Equality Impact Assessment (EqIA);
- Habitat Regulations Assessment (HRA); and
- Rural Proofing.

LDP Working Groups

Purpose and Approach

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The Planning Act (Northern Ireland) 2011 placed a new statutory duty on Councils to prepare a Statement of Community Involvement (SCI) which sets out how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP) both internal and external to Council. In addition, the introduction of a formal Timetable process placed an emphasis on the programmed delivery with formal notification periods for statutory partners.

The Planning (Local Development Plan) Regulations (Northern Ireland) 2015 state the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development within their local area should take place. Consultation bodies are set out in Regulation 2 of the LDP Regulations and includes government departments alongside Council(s) which cover and adjoining district.

It is also recognised that effective communication with key stakeholders both internal and external is essential for the Local Development plan success.

The Council sets out a vision for participation in the SCI which states that "we are committed to ensuring that all council engagement is meaningful, inclusive and fit for purpose". The establishment of working groups will be part of an approach to achieve this vision to ensure the coordination of activity and support from the key external and internal partners.

Structure and Governance

The Council will establish a number of working groups in line with the four strategic themes contained within the emerging LDP:

- Shaping a Liveable Place
- Creating a Vibrant Economy

- A Smart Connected and Resilient Place
- A Green and Active Place



The Preferred Options Paper (POP) also includes separate consideration of the city’s growth aspirations, given the cross-cutting nature of this element of the LDP.

Membership

The membership of the LDP Working Groups will be agreed by the Director of Planning & Place and the Development Planning and Policy Manager and the relevant Directors of the external organisations.

Frequency of Meetings

It is proposed the frequency of meetings will be at least quarterly and informed by the key stages in the development of the local plan. It is proposed that the working groups will be chaired by a member of the Council’s LDP team and agenda and minutes will be circulated one week prior to the meetings.

Role of Working Groups

The Working Groups will help ensure the coordination of the activity required to support the preparation of the LDP for Belfast, in accordance with the statutory guidelines and requirements set out in the legislation. They will:

- Gather information, views and details from a wide representation of stakeholders in order to maximise collaboration and build a consensus which will provide the evidence base for the development of the plan;
- Be advisory and contribute to drafting the final LDP;
- Contribute to the local development plan process through effective participation to ensure work is initiated and maintained in a timely manner to progress the Plan; and

- Provide a platform to inform sub-regional issues such as infrastructure and facilitate involvement from adjoining authorities.

Role of Individual Participants

Individual participants will be expected to:

- Represent their specific Organisation, Departments or Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP;
- Ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information or decisions in respect of issues that could affect the LDP;
- Support collaborative working with partners and stakeholders;
- Contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives; and
- Support the work to ensure the Sustainability Appraisal, including Strategic Environmental Assessment and EqIA effectively consider the plan implications.

It is expected that all working Group members abide by the Terms of Reference including where appropriate the declarations of interests that may affect their participation and consideration of the issues. The parties acknowledge that in the course of participation they may receive or otherwise become aware of confidential information relating to the work of other participants.

In agreeing to join the group all participants agree to maintain confidentiality for the duration of the work leading up to the formal publication of resultant policies or plans.

The members therefore acknowledge and agree that outcomes of the working group through the duration of the project constitute confidential information and may use such outcomes only for the purpose(s) specified in the relevant project scope and not for any other purposes whatsoever. Whilst the group will operate on the basis of confidentiality it should be noted that information which informs the work, as an aspect of policy development, will subsequently come into the public domain through publication of the background to the plan development process.

Population and Housing Working Group

Scope



The Population and Housing Working Group will look at issues within the LDP relating to population and housing growth.



It will also consider the residential accommodation elements within the Shaping a Liveable Place theme. As outlined within the Preferred Options Paper, this will include:

- Population and household projections;
- Housing land supply and the approach to the location of new homes;

- Appropriate density of housing development in different localities within the district;
- The supply of social and affordable housing;
- The appropriate mix of housing in relation to type, size and tenure;
- The need and supply of specialist forms of accommodation, including homes for older people and traveller accommodation;
- Shared forms of housing and student accommodation, including Houses in Multiple Occupation (HMOs) and Purpose Built Managed Student Accommodation (PBMSA); and
- Design quality in residential development.

A separate Working Group will be established to Urban Design considerations within the Shaping a Liveable Place theme.

Work relating to promoting health and well-being, community cohesion and community infrastructure will be taken forward through bi-lateral meetings with key stakeholders, rather than through a formal working group.

Membership

Membership of the Population and Housing Working Group will be invited from the following:

Belfast City Council:

- Local Development Plan team.
- Development Management representative.
- Environmental Health Manager.

Statutory bodies:

- Department for Communities (DfC)
- Northern Ireland Housing Executive (NIHE)

Other key stakeholders:

- Representative from Housing Associations:
 - NI Federation of Housing Associations (NIFHA)
- Representative from house building industry:
 - Construction Employers Federation (CEF)
 - Federation of Master Builders (FMB)

LDP led Housing Working Group

Members – External and Internal

External – Northern Ireland Housing Executive (NIHE), Department for Communities (DfC), Federation of Master Builders (FMB), Radius Housing (RH), Royal Society of Ulster Architects (RSUA), Ministerial Advisory Group for Architecture and the Built Environment (MAG), Northern Ireland Federation of Housing Associations (NIFHA)

Internal – Local Development Plan (LDP) team, City Centre (CC) team

Pre-meeting and Matters Discussed

Date	Host (and attendees)	Issues
06 April 2017	BCC LDP team NIHE	Preferred Options Paper Urban Capacity Study & Housing Needs Assessment Thematic working groups Traveller accommodation needs Development management consultation

Meetings and Matters Discussed

Date	Host (and attendees)	Issues
30 August 2017	LDP team NIHE DfC	Terms of reference Membership of Working Group LDP update - (POP Consultation feedback; timescales) Evidence base – (Housing Market Analysis, Housing Needs Assessments; Population & Housing Growth Study; Urban Capacity Study; other data) Matters arising (Format of Working Group)
13 September 2017	LDP team NIHE CC team FMB	Existing Planning Policy Statements & draft Plan Strategy (dPS) Supplementary Planning Guidance Minutes of previous meeting Design quality in residential development City centre living Other business – (circulation of draft policies to key stakeholders for review)

Date	Host (and attendees)	Issues
20 September 2017	LDP team NIHE CC team DfC FMB	Minutes of previous meeting Existing Houses in Multiple Occupation (HMO) policy & key issues HMO Evidence base – (HMO Subject Plan; NIHE HMO Register; planning evidence) LDP policy options Other business – (circulation of comments/slides; FMB UK-wide research on small site development/role of SME builders)
04 October 2017	LDP team NIHE CC team DfC FMB	LDP process update Minutes of previous meeting Specialist accommodation/older persons/lifetime homes Traveller accommodation
18 October 2017	LDP team NIHE CC team DfC FMB RH	Minutes of previous meeting Affordable housing – (overview of Belfast Housing Market Analysis 2017; background to affordable housing; welfare reform; growth & brexit; shared housing & empty homes; wheelchair housing; housing need & land values) Planning policy Other business – (draft policy circulated in advance of future meetings)
27 October 2017	LDP team NIHE CC team DfC RH FMB	Minutes of previous meeting Policy discussion – (settlement strategy, density; brownfield) Accommodating new homes
13 November 2017	LDP team NIHE	Minutes of previous meeting Policy discussion – (draft policies SET1 – SET4 & HOU1 – HOU6)

Date	Host (and attendees)	Issues
23 November 2017	LDP team NIHE RSUA MAG RH	Minutes of previous meeting Policy discussion – (draft policies HOU8 – HOU18; regional planning documents remaining & need for local SPG; draft policy amendments) Revisit of policy discussion of 13 November 2017)
16 April 2018	LDP team NIHE DfC FMB	LDP progress update Affordable housing policy discussion
03 September 2018	LDP team NIHE CC team DfC RSUA MAG	LDP process and soundness tests Residential design and city centre living – (including overview of residential design policies within dPS)
04 September 2018	LDP team NIHE CC team DfC NIFHA	LDP process and soundness tests dPS policies – (relating to settlement strategy; accommodating new homes affordable housing; housing mix)
05 September 2018	LDP team NIHE DfC	LDP process and soundness tests dPS policies – (relating to specialist accommodation; traveller accommodation; HMOs/shared housing, purpose built managed student accommodation (PBMSA); short-term lets; accessible & adaptable housing)

Other Housing Working Groups

Date	Host (and attendees)	Issues
BCC/DfC Joint Housing Workshop		
18 December 2018	BCC – (Director and others from Place & Economy, City Regeneration and Development; Planning; Building Control; City & Neighbourhood Services; City & Organisational Strategy; Property & Projects; Commissioner for Resilience) DfC NIHE	Housing Market Analysis Local Development Plan City centre living Housing and regeneration policy context Improving housing supply in Belfast
Joint BCC/NIHE/DfC Housing Workshop		
26 February 2019	BCC – (Director and others from Place & Economy, City Regeneration and Development; Planning; Building Control; City & Neighbourhood Services; City & Organisational Strategy; Property & Projects; Commissioner for Resilience)	Review status of work streams Agree next steps
Internal Officers Housing Workshop		
07 March 2019	BCC – (Director and others from Place & Economy, City Regeneration and Development; Planning; Building Control; City & Neighbourhood Services; City & Organisational Strategy; Property & Projects; Commissioner for Resilience)	Background Work to date & alignment with Living Here Action Plan Planning policy & development management Houses in Multiple Occupation Estates management/city regeneration & development Building control Discussion on additional housing activity underway Next steps – (Members & City Partners' workshop)

Delivering the Belfast Agenda Housing Workshop		
25 March 2019	BCC DfC NIHE	Overview of housing market Belfast City Council's role & work Key work streams update – (housing funding and finance; city centre waiting list) City centre living View from private developer Regional housing policy and Belfast Panel discussion

Local Development Plan Working Groups

Design and Heritage Working Group TOR

Purpose

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The planning Regulations state the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development should take place.

The Statement of Community Involvement (SCI) for Planning sets out our approach to how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP) both internal and external to Council.

Through the provisions of the SCI the Council is committed to ensuring that engagement is meaningful, inclusive and fit for purpose. The establishment of working groups will be part of an approach to deliver these objectives and ensure the coordination of activity and support from the key external and internal partners. The Council will establish a number of working groups in line with strategic themes.

Scope



The Design and Heritage Working Group will look at issues within the LDP that relate to design and heritage matters within the 'Shaping a liveable place' theme. These will include:

- Broad urban design criteria that will be taken into account in assessing new development;
- Design quality in residential accommodation;
- Supporting quality design vitality and function of arterial routes and city centre gateways;
- Ensuring that new development promotes greater connectivity between places;
- Consideration of tall buildings within the city in relation to their potential siting and broad design objectives;
- Responding to specific issues which Belfast's heritage assets face now and are likely to face over the lifetime of the plan;
- Identifying and safeguarding those characteristics that define the city's local distinctiveness which promote an individual sense of place and local identity;
- Promoting an approach which facilitates high standards of energy efficiency in design both in terms of site layout and building design.

Role of Working Group

- The meetings will seek to gather information, views and details from a wide representation of stakeholders to support a collaborative approach and the development of a consensual approach to support the evidence base for the development of the plan.

- The working group will be **advisory** and contribute to the development of policy and the overall plan.
- All stakeholders are expected to contribute to the local development plan process through effective participation to ensure work is initiated and maintained in a timely manner to progress the Plan.
- The working group will provide a platform to inform related and broader sub regional issues such as infrastructure in order to facilitate involvement from adjoining authorities and strategic bodies.

Structure & Governance of the Working Groups

Membership

The membership of the LDP Working Groups will be agreed by the Planning Service in consultation with the relevant external organisations. Membership of the Design and Heritage Group will be invited from the following:

Belfast City Council:

- Local Development Plan
- Development Management
- City Centre Development

Other key stakeholders:

- Historic Environment Division
- PLACE
- Ministerial Advisory Group
- RTPi Northern Ireland
- Royal Society of Ulster Architects
- Belfast Civic Trust
- Ulster Architectural Heritage Society

Role of Individual Participants

Individual participants will be expected to:

- To represent their specific Departments / Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP;
- To ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information in respect of issues that could affect the LDP;
- To support collaborative working with partners and stakeholders;
- To contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives;
- To support the work to ensure the Sustainability Appraisal, including Strategic Environmental Assessment and EqIA effectively consider the plan implications.

It is expected that all working group members abide by the Terms of Reference including where appropriate the declarations of interests that may affect their participation and consideration of the issues. The parties acknowledge that in the course of participation they

may receive, or otherwise become aware of, confidential information relating to the work of other participants.

In agreeing to join the group all participants agree to maintain confidentiality for the duration of the work leading up to the formal publication of resultant policies or plans. The members therefore acknowledge and agree that outcomes of the working group through the duration of the project constitute confidential information and may use such outcomes only for the purpose(s) specified in the relevant project scope and not for any other purposes whatsoever. Whilst the group will operate on the basis of confidentiality it should be noted that information which informs the work, as an aspect of policy development, will subsequently come into the public domain through publication of the background to the plan development process.

Frequency of Meetings

It is proposed the frequency of meetings will be as needed and informed by the key stages in the development of the Local Plan. It is proposed that the working groups will be chaired by a member of the Council's LDP team with an agenda and minutes circulated one week prior to the meeting.

Background

The new LDP is the land use plan for Belfast up to 2035 and is a guide to shape the development of the city. The LDP will also set out the policies and proposals for the use, development and protection of land in Belfast. Once the LDP is adopted, decisions on planning applications will be taken in line with the policies and land use designations set out, unless other material considerations indicate otherwise.

The 15 year framework will support the economic and social needs of the city, in line with sustainable regional development strategies. The LDP will provide the vision for how communities will grow in the future.

The Local Development Plan Process

There are three main stages of preparation, consultation and engagement with the public and other interested parties through the Preferred Options Paper (POP), Draft Strategy and Local Policies Plan.

The draft POP was published on the 26th January 2017 for a 12 week consultation period. It has provided the Council with the opportunity to consult with the public and stakeholders to encourage inclusive engagement that will stimulate discussion on key planning issues in a more meaningful way at an early stage of LDP preparation. The comments received during the POP consultation will be taken into account in formulating the draft Plan Strategy.

The Local Policies Plan will set out the Council's local policies and site specific proposals in relation to the development and use of land in Belfast. It will contain the local policies including site specific proposals, designations and land use zonings required to deliver the Council's vision, objectives and strategic policies, as set out in the Plan Strategy.

Design and Heritage Working Group – Meetings

Members – External and Internal

External – Ministerial Advisory Group (MAG), Historic Environment Division (HED), PLACE, Royal Town Planning Institute (NI), Royal Society of Ulster Architects (RSUA), Belfast Civic Trust, Ulster Architectural Heritage Society (UAHS).

Internal – Local Development Plan (LDP) Team, City Centre Development Team.

Meetings and Matters Discussed

Date	Host	Issues
9 October 2017	BCC	Terms of reference Membership of Working Group Expected input of Working Group LDP Update Evidence Base Policy approach in Draft Plan Strategy – Placemaking; Urban Design; Tall Buildings; Built Heritage. Timescales and dates of meetings
30 October 2017	BCC	Introduction and welcome Brief recap of previous meeting Presentation by BCC Draft policy evaluation on: Urban Design; Local Distinctiveness. Policy discussion Agreed actions to be taken Timescales and dates of meetings
14 November 2017	BCC	Brief recap of previous meeting Presentation by BCC Draft policy evaluation on; Tall Buildings; Archaeology and Built Heritage. Policy discussion Agreed actions to be taken Timescales and dates of meetings
28 November 2018	BCC	Brief recap of previous meeting Presentation by BCC Draft policy evaluation on; Arterial Routes and Gateways; Energy Efficient Design; Spatial Connectivity. Policy discussion Agreed actions to be taken

<p>3 September 2018</p>	<p>BCC</p>	<p>Introduction; Draft Plan Strategy; Strategy Aims and Draft Policies. Stages of Plan preparation; dPS Strategic aims dPS Strategic Policies dPS Design and Heritage Policies Shaping a Liveable Place; Placemaking; Principles of Urban Design; Masterplanning approach; Tall Buildings; Advertising and signage; Archaeology and Built Heritage. Regional Guidance Public Examination – Soundness Tests Soundness video Next stages</p>
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Other Associated Meetings

Date	Host (and attendees)	Issues
<p>30 November 2017</p>	<p>BCC Planning Committee In attendance: LDP Team DM Team</p>	<p>Presentation to Planning Committee Update on Emerging LDP Plan Policy (Design and Heritage); What is the LDP? What is Urban Design? Working Group Membership Draft Design and Heritage Policies; Urban Design Arterial Routes and Gateways Spatial Connectivity; Tall Buildings; Archaeology and Built Heritage; Local Distinctiveness; Energy Efficient Design. Update on Conservation and Heritage (Legislative context); Relevant legislation Summary</p>

Retail Working Group- TOR

Purpose

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The planning Regulations state the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development should take place.

The Statement of Community Involvement (SCI) for Planning sets out our approach to how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP) both internal and external to Council.

Through the provisions of the SCI the Council is committed to ensuring that engagement is meaningful, inclusive and fit for purpose. The establishment of working groups will be part of an approach to deliver these objectives and ensure the coordination of activity and support from the key external and internal partners. The Council will establish a number of working groups in line with strategic themes.

Scope



The Retail Working Group will look at issues within the LDP relating to retailing within the vibrant economy theme. This will include:

- The network and hierarchy of centres to include the primacy for the City Centre, complemented by district, local centres and commercial areas along movement corridors or arterial routes;
- Defining the extent of centres and catchments for services
- Considering the vitality and viability of centres and their potential or ability to support a diversity of uses;
- Consideration of the Primary Retail Core and relationships between complementary uses.

Work relating to promoting tourism and leisure and employment land will be taken forward through bi-lateral meetings with key stakeholders and inform the working group consideration of the issues.

Role of Working Group

- The meetings will seek to gather information, views and details from a wide representation of stakeholders to support a collaborative approach and the development of a consensual approach to support the evidence base for the development of the plan.
- The working group will be **advisory** and contribute to the development of policy and the overall plan.
- All stakeholders are expected to contribute to the local development plan process through effective participation to ensure work is initiated and maintained in a timely manner to progress the Plan.

- The working group will provide a platform to inform related and broader sub regional issues such as infrastructure in order to facilitate involvement from adjoining authorities and strategic bodies.

Structure & Governance of the Working Groups

Membership

The membership of the LDP Working Groups will be agreed the Planning Service in consultation with the relevant external organisations. Membership of the Retail Group will be invited from the following:

Belfast City Council:

- Local Development Plan and other Services

Other key stakeholders:

- Retail NI
- Belfast Chamber of Commerce
- Federation of small businesses
- NI Retail Consortium
- Hospitality Ulster
- Belfast City Centre Management

2.2 Role of Individual Participants

Individual participants will be expected to:

- To represent their specific Departments / Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP
- To ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information in respect of issues that could affect the LDP
- To support collaborative working with partners and stakeholders
- To contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives
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Retail & Economy Working Groups

Meetings and Matters Discussed

Date	Host	
3rd April 2017	BCC In attendance: <ul style="list-style-type: none"> • BCC (LDP) x 6 • BCC x 32 	CNS LDP Consultation Workshop Welcome and Introduction Background and Context of the Local Development Plan (LDP) Workshop Session 1: <ul style="list-style-type: none"> - Discuss the POP options, future policies going forward and issues arising Workshop Session 2: <ul style="list-style-type: none"> - Discussion on working groups and current and future engagement Workshop Session 3: <ul style="list-style-type: none"> - Discuss linkages to other strategic aims Workshop Feedback <ul style="list-style-type: none"> - Each group provides feedback on 2 key points from each workshop session Next Steps and Close
22nd September 2017	BCC In attendance: <ul style="list-style-type: none"> • BCC (LDP) x 4 • BCC x 2 • British Retail Consortium • Federation of Small Businesses • Hospitality Ulster • Belfast City Centre Management x 4 • Retail NI • Belfast One 	Retail Working Group TOR Membership of Working Group LDP update: <ul style="list-style-type: none"> - POP consultation feedback - Timescales Evidence Base: <ul style="list-style-type: none"> - Retail Market Analysis - Town Centre Health Checks - Retail and Leisure Capacity study - Urban Capacity Study Other data
2nd November 2017	BCC In attendance: <ul style="list-style-type: none"> • BCC (LDP) x 3 	Retail Working Group Welcome Minutes/Actions arising

	<ul style="list-style-type: none"> • BCC x 1 • Belfast City Centre Management • Retail NI • Belfast Chamber of Commerce • Belfast One • Federation of Small Businesses • Hospitality Ulster • British Retail Consortium 	<p>Context:</p> <ul style="list-style-type: none"> - RDS, SPPS, legislation - SPPS and given weight - BMAP around JR/Sprucefield <p>Retail Capacity Study update</p> <p>Policy Discussion:</p> <ul style="list-style-type: none"> - Sequential test - Centre hierarchy - Boucher/Hollywood Exchange - Convenience required in City Centre to compliment growing population - Impact of neighbouring councils centres on those within Belfast. - Primary retail core thresholds - Regeneration powers and dereliction. - Supplementary upper floor policy to address above ground level vacancy.
Date	Host	
7th November 2017	<p>BCC</p> <p>In attendance:</p> <ul style="list-style-type: none"> • BCC (LDP) x 3 • Invest NI 	<p>Employment Bilateral Meeting</p> <p>Points raised:</p> <ul style="list-style-type: none"> - Companies want historic buildings refurbished for office space - Invest NI uses commercial agents for most of its evidence base and data capturing - INI support R&D uses outside of the city centre - Call centres need good transport links - Invest NI want to retain industrial land - More mixed use in the city centre. - INI can provide data on level of interest from investors per

		<p>site and also of Invest NI landholding</p> <ul style="list-style-type: none"> - Development in the countryside <p>Issues needing consideration within policy:</p> <ul style="list-style-type: none"> - Appropriate level of provision. - Transportation. - Accessibility. - Incompatibility of adjoining businesses. - Issue of abandonment <p>Items to retain within policy</p> <ul style="list-style-type: none"> - Keep availability of space where it is. - Flexibility- not totally against loss of industrial land if it = potential employment in areas of need.
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Date	Host	
13th September 2018	<p>BCC</p> <p>In attendance:</p> <ul style="list-style-type: none"> • BCC (LDP) x 4 • BCC x 1 • Belfast City Centre Management x 2 • Retail NI • Belfast Chamber of Commerce • Federation of Small Businesses • Hospitality Ulster • British Retail Consortium 	<p>Retail Working Group</p> <p>Attendees thanked for contributing and attending the previous workshops.</p> <p>Attendees made aware that draft Plan Strategy was launched for a 12 week consultation period on 23rd August.</p> <p>Presentations given to attendees on the policy approach within the draft Plan Strategy and explain in more detail the tests for soundness and how you can make representation.</p>
14th September 2018	<p>BCC</p> <p>In attendance:</p>	<p>Employment Bilateral Meeting</p>

	<ul style="list-style-type: none"> • BCC (LDP) x 3 • Invest NI 	<p>Attendees thanked for contributing and attending the previous workshops.</p> <p>Attendees made aware that draft Plan Strategy was launched for a 12 week consultation period on 23rd August.</p> <p>Presentations given to attendees on the policy approach within the draft Plan Strategy and explain in more detail the tests for soundness and how you can make representation.</p>
Date	Host	
17th September 2018	<p>BCC</p> <p>In attendance:</p> <ul style="list-style-type: none"> • BCC (LDP) x 3 • Retail NI 	<p>Retail Working Group</p> <p>Attendees thanked for contributing and attending the previous workshops.</p> <p>Attendees made aware that draft Plan Strategy was launched for a 12 week consultation period on 23rd August.</p> <p>Presentations given to attendees on the policy approach within the draft Plan Strategy and explain in more detail the tests for soundness and how you can make representation.</p>

Local Development Plan Water, Sewerage & Flood Risk Working Group- Terms of Reference

Introduction & Purpose

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The Planning Regulations state the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development should take place.

The Statement of Community Involvement (SCI) for Planning sets out our approach to how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP) both internal and external to Council.

Through the provisions of the SCI, the Council is committed to ensuring that engagement is meaningful, inclusive and fit for purpose. The establishment of working groups will be part of an approach to deliver these objectives and ensure the coordination of activity and support from the key external and internal partners. The Council will establish a number of working groups in line with strategic themes.

Scope

Moving towards a more sustainable water sector in Northern Ireland is a key government objective to support the Regional Development Strategy in promoting economic growth, and in contributing to environmental protection and a reduced risk of flooding throughout the region. The SPPS outlines the need to ensure the planning system contributes to a reduction in water usage and managing development to safeguard against water pollution, flooding and securing improvements in water quality. Working with natural environment processes is also highlighted for example through promoting the development of green infrastructure and also the use of sustainable drainage systems (SuDs) to reduce flood risk and improve water quality. Much of the existing policy context for flood risk is incorporated in Planning Policy Statement 15 and it should be noted that the PPS 15 will no longer have effect when the Plan Strategy is adopted.

The Water Working Group will look at issues within the LDP relating to water and sewage infrastructure and flood risk management within the 'Smart Connected Resilience Place' theme. This will include:

- Consideration of the necessary water and sewerage infrastructure requirements that may be identified and programmed;
- Consideration of the use of sustainable initiatives in regard to water, waste water management and drainage; and
- Consideration of measures to manage flood risk and flood mitigation such as SUDS.

Cross cutting issues relevant to water and sewerage infrastructure and flood risk emerging from other strategic themes will be considered to ensure an integrated approach to infrastructure and land use planning and to reduce environmental impact.

The working groups will help support the coordination of activity required to prepare the LDP for Belfast. They will:

- provide information, views and context from stakeholders to support a collaborative approach to progress the evolving evidence base for the development of the plan;
- advise and contribute to strategy and policy development; and
- contribute to the Local Development Plan process through effective participation and ensuring work is initiated and maintained in a timely manner.

Structure & Governance of the Working Groups

Membership

The membership of the LDP Working Groups will be agreed in consultation with the relevant external organisations. Membership of the Water, Sewerage & Flood Risk Working Group will be invited from the following:

Belfast City Council:

- Local Development Plan and other Council Services

Other key stakeholders:

- DfI Water & Drainage Policy Division
- NI Water
- DfI Rivers

Role of Individual Participants

Individual participants will be expected to:

- Represent their specific Departments / Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP.
- Ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information in respect of issues that could affect the LDP.
- Support collaborative working with partners and stakeholders.
- Contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives.
- Support the work to ensure the Sustainability Appraisal, including Strategic Environmental Assessment and EqIA effectively consider the plan implications.

It is expected that all Working Group members abide by the Terms of Reference including where appropriate the declarations of interests that may affect their participation and consideration of the issues. The parties acknowledge that in the course of participation they may receive or otherwise become aware of confidential information relating to the work of other participants.

In agreeing to join the group all participants agree to maintain confidentiality for the duration of the work leading up to the formal publication of resultant policies or plans. The members therefore acknowledge and agree that outcomes of the working group through the duration of the project constitute confidential information and may use such outcomes only for the purpose(s) specified in the relevant project scope and not for any other purposes whatsoever. Whilst the group will operate on the basis of confidentiality it should be noted that

information which informs the work, as an aspect of policy development, will subsequently come into the public domain through publication of the background to the plan development process.

Frequency of Meetings

It is proposed the frequency of meetings will be as needed and informed by the key stages in the development of the plan. It is envisaged that 3 meetings will be held over the next two months during the Draft Plan Strategy stage in Autumn 2017. The working groups will be chaired by a member of the Council's LDP team and agenda and minutes will be circulated one week prior to the meeting.

Background

The new LDP is the land use plan for Belfast up to 2035 and is a guide to shape the development of the city. The LDP will also set out the policies and proposals for the use, development and protection of land in Belfast. Once the LDP is adopted, decisions on planning applications will be taken in line with the policies and land use designations set out, unless other material considerations indicate otherwise.

The 15 year framework will support the economic and social needs of the city in line with sustainable regional development strategies. The LDP will provide the vision for how communities will grow in the future. To help deliver the city envisaged in 2035, four strategic themes have been identified.

The Local Development Plan Process

There are three main stages of preparation, consultation and engagement with the public and other interested parties through the Preferred Options Paper (POP), Plan Strategy and Local Policies Plan. The draft POP was published on the 26th January 2017 for a 12 week consultation period. It has provided the Council with the opportunity to consult with the public and stakeholders to encourage inclusive engagement that will stimulate discussion on key planning issues in a more meaningful way at an early stage of LDP preparation. The comments received during the POP consultation will be taken into account in formulating the draft Plan Strategy.

The Local Policies Plan will set out the Council's local policies and site specific proposals in relation to the development and use of land in Belfast. It will contain the local policies including site specific proposals, designations and land use zonings required to deliver the Council's vision, objectives and strategic policies, as set out in the Plan Strategy.

LDP led Living With Water Working Group

Members – External and Internal

External – Department for Regional Development (DRD) – now Department for Infrastructure (DfI), NI Water (NIW), Rivers Agency, Transport Northern Ireland (TNI), Northern Ireland Environment Agency (NIEA), Department of Finance and Personnel (DFP) – now Department of Finance (DoF), Utility Regulator (UR), Strategic Investment Board (SIB), Department of Agriculture and Rural Development (DARD) – now Department of Agriculture, Environment and Rural Affairs (DAERA), Department of Environment (DoE) – now Department for Infrastructure (DfI), Department for Communities (DfC), Arup, Water UK, RPS Consulting Engineers (RPS), Water and Drainage Policy Division (WDPD).

Internal – Belfast City Council (BCC)

Other Living With Water Working Groups

Date	Host (and attendees)	Issues
Strategic Drainage Infrastructure Programme Board		
16 January 2015	DRD (now DfI) NI Water DARD (now DAERA) DoE (now DfI) BCC DFP (now DoF) SIB TNI	Presentation on Overview of Strategic Drainage Infrastructure Issues Terms of Reference Development of Project Initiation Document Learning Opportunities
Strategic Drainage Infrastructure Programme Board		
18 March 2015	DRD (now DfI) NI Water DARD (now DAERA) DoE (now DfI) BCC DFP (now DoF) SIB TNI	Presentation on UK Sewerage Road Map Project Initiation Document
Strategic Drainage Infrastructure Programme Board		
27 May 2015	DRD (now DfI) NI Water Rivers Agency DoE (now DfI) BCC DFP (now DoF) TNI	Project Initiation Document Work Programme Risk Register Glasgow Visit
SDIP Board Meeting 4		
11 September 2015	DRD (now DfI) NI Water Rivers Agency TNI	PID Progress Glasgow Visit – Lessons Learned & Actions Outline Programme

	DoE (now Dfl) NIEA DFP (now DoF) SIB BCC	Forward View Work Package Launch Workshop Future Progress Reporting Risk Register
Work Package Launch Workshop		
28 September 2015	DRD (now Dfl) DARD (now DAERA) TNI DFP (now DoF) NI Water DoE (now Dfl) SIB BCC	SDIP Work Packages 1-13 Organisation Quality Risk & Issue Management Progress & Reporting
Work Package 1 Steering Group Meeting		
6 October 2015	DRD (now Dfl) DARD (now DAERA) TNI BCC NI Water	Work Package Terms of Reference Progress – Data Gathering Exercise Programme of Works Interface Management Resources Forward View Issue & Risk Management
Work Package 2 First Steering Group Meeting		
22 October 2015	Rivers Agency DRD (now Dfl) BCC	Work Package Terms of Reference: Introduction; Objectives and Outputs; Scope; WP Interfaces; Resource Requirements; WP Steering Group Membership & Meetings all agreed. Progress Update Programme of Works Interface Management Resources Forward View Issue and Risk Management
LWWP Board Meeting 5		
8 December 2015	DRD (now Dfl) NI Water Rivers Agency TNI DoE (now Dfl) NIEA DFP (now DoF) UR	Progress Overview WP Special Focus – WP13 Stakeholder Engagement WP Special Focus – WP12 Future Financing Programme Critical Path Forward View Dfl Creation Risk Register
Strategic Drainage Infrastructure Programme Board		
19 December 2015	DRD (now Dfl) NI Water	Overview of Strategic Drainage Infrastructure Issues

		Development of Project Initiation Learning Opportunities
LWWP Board Meeting 6		
11 February 2016	DRD (now Dfl) NI Water Rivers Agency TNI DoE (now Dfl) NIEA DFP (now DoF) BCC UR SIB	Progress Overview ISNI Process WP Special Focus – WP5 (Marine Modelling) & WP6 Drainage Area Planning WP Special Focus – WP9 (Management of Flood Risk in Belfast) Programme of Works Forward View Stakeholder Engagement Risk Register
LWWP Board Meeting 7		
12 April 2016	DRD (now Dfl) DoE (now Dfl) NI Water Rivers Agency TNI NIEA DFP (now DoF) BCC UR SIB	Progress Overview ISNI Update WP Special Focus – WP1 Belfast Capital Works Programme WP Special Focus – WP2 Private Drainage Infrastructure Programme of Works Forward View Stakeholder Engagement Risk Register Handover of LWWP Board Chair
LWWP Board Meeting 8		
16 June 2016	DoE (now Dfl) DRD (now Dfl) NI Water Rivers Agency TNI NIEA DFP (now DoF) BCC UR SIB Dfl	Progress Overview WP1 (Belfast Capital Works Gap Analysis & Integration) Programme of Works ISNI Submission WP5 Ecosystem Modelling WP10 – Planned Approach Stakeholder Engagement Risk Register
LWWP Board Meeting 9		
15 September 2016	Dfl NI Water Rivers Agency TNI DAERA DoF BCC	Progress Overview: Board Progress Overview Report; Forward View Programme of Works NI Water Proposal for Extended WFD Deadline WP5 Marine Modelling – Update WP12 Funding – Update

	UR	WP6 Drainage Area Planning for Belfast Programme Initiation Document Risk Register – Risk 11,13,15,16
City and Growth Regeneration Committee		
16 November 2016	NI Water	NI water presentation and discussion at committee about Waste Water Treatment works for future population
LWWP Board Meeting 10		
17 November 2016	DfI NI Water Rivers Agency TNI NIEA DoF BCC UR SIB DAERA	Progress Overview Programme – NI Water Proposal for Extended WFD Deadline WP5 Marine Modelling – Update (Scoping Study, VT4 Extension) WP12 Funding – Update Surface Water Flood Risk Responsibility Review Stakeholder Engagement – Progress – Forward View Risk Register
LWWP Board Meeting 11		
12 January 2017	DfI NI Water Rivers Agency NIEA DAERA UR TNI DoF SIB BCC	Progress Overview: Board Progress Overview Report; Forward View Programme and WP5 Special Focus on a Work Package – WP12 Funding Improved Surface Water Management Stakeholder Engagement Internal Audit Draft Report Risk Register LWWP Programme Manager Handover Plan
LWWP WP1 Steering Group Meeting		
21 February 2017	DfI LWWP DfI WDPD DfI Rivers NI Water TNI BCC	Progress to Date: Data Gathering Exercise – Map Final Report Forward View
LWWP Board Meeting 12		
23 March 2017	DfI NI Water Rivers Agency NIEA DAERA UR TNI DoF	Progress Overview: Board Progress Report; Stakeholder Engagement; Benefits Delivered Schedule LWW Programme and Environmental Approvals Process WP5 – NI Wastewater Marine Steering Group: Proposal for the WFD Deferral; Modelling to

	BCC RPS	Inform BHC VT4 Marine Licence Application; WP7 Belfast WwTW Appraisal Improved Surface Water Management Workstream Internal Audit Final Report Risk Register
LWWP Board Meeting 13		
13 June 2017	DfI NI Water NIEA DAERA UR DoF SIB BCC	Progress Overview LWWP Board Decisions Risk Register
LWWP Board Meeting 14		
2 October 2017	DfI NI Water Rivers Agency NIEA DAERA UR TNI DoF SIB BCC Arup	Integrated Drainage Investment Planning (linking to Board Paper 1) Progress Overview: Board Progress Overview Report; Revised Action Plan – Internal Audit Report; Revised TOR & Risk Registers for WP5,6&7; Endorsement of the WP5 Report LWWP Board Decisions: Programme Approvals Process (SOC); SEA and HRA Process; IDIP; WP12 Interim Report Risk Register & Issues Log
Meeting about LWW and Green & Blue Infrastructure		
3 November 2017	DfI BCC LDP team	Living With Water Green & Blue Infrastructure
LWWP Board Meeting 15		
29 November 2017	DfI NI Water UR DoF BCC NIEA DAERA Arup Water UK	Water UK 21 st Century Drainage Programme Integrated Drainage Investment Planning Project (WP11) Progress Overview LWWP Board Decisions Risk Register
LWWP Board Meeting 16 & WP11 Steering Group		
25 January 2018	DfI NI Water Rivers Agency NIEA/DAERA UR	Update on IDIP Project (WP11) Progress Overview LWWP Board Decisions Risk Register & Issues Log

	TNI DoF SIB BCC	
LWWP Board Meeting 17		
15 March 2018	DfI NI Water UR NIEA/DAERA BCC DfI Rivers DfI Roads DoF Arup	Update on SDIP Development Feedback from IDIP Workshop 14/3/18 Progress Overview LWWP Board Decisions Risk Register & Issues Log
LWWP Board Meeting 18		
24 May 2018	DfI NI Water DfI Rivers NIEA/DAERA UR TNI DoF SIB BCC DfC Arup	Belfast City Council Presentation – Capital Works Programme; Peace IV; Linkages with LWWP Update on SDIP Development – Draft Structure/Layout Update on IDIP Project WP4 Belfast Environmental Drivers Update NI Water Update on WP5,6&7 Progress Overview – Review of Communications Strategy Risk Register & Issues Log
LWWP Board Meeting 19		
19 September 2018	DfI NI Water DfC DoF UR DfI Rivers	Progress Overview – DfI Update; NIW Update; NIEA Update LWWP Board Papers: BP1 – IDIP Process; BP2 – Revised Risk Register & New Issues Log; BP3 – Programme Assessment Review (PAR)
LWWP Board Meeting 20		
24 January 2019	DfI: WDPD DfI Roads DfI Rivers NIEA/DAERA NI Water UR DoF SIB BCC DfC	LWWP Board Papers: BP1 – Progress to Date; BP2 – Changes to Governance Structure following PAR Review Way Forward – Outline of Next Steps

Local Development Plan Waste Working Group- Terms of Reference

Introduction & Purpose

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The Planning Regulations state the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development should take place.

The Statement of Community Involvement (SCI) for Planning sets out our approach to how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP) both internal and external to Council.

Through the provisions of the SCI, the Council is committed to ensuring that engagement is meaningful, inclusive and fit for purpose. The establishment of working groups will be part of an approach to deliver these objectives and ensure the coordination of activity and support from the key external and internal partners. The Council will establish a number of working groups in line with strategic themes.

Scope

Much of the existing policy context for waste is incorporated in Planning Policy Statement 11 and it should be noted that the PPS 11 will no longer have effect when the Plan Strategy is adopted. The SPPS highlights the importance of sustainable management of waste and a move towards resource efficiency for the health and wellbeing of society and our quality of life. The importance of the waste management industry is also recognised as a provider of jobs and investment across the region with the potential to support future business development, investment and employment.

The Waste Working Group will look at issues within the LDP relating to waste infrastructure within the 'Smart Connected Resilience Place' theme. This will include:

- Review of PPS 11 policies;
- Consideration of future waste infrastructure needs and key site requirements; and
- Consideration of the use of measures to support the circular economy and minimise environmental impact.

Cross cutting issues relevant to waste infrastructure emerging from other strategic themes will be considered to ensure an integrated approach, promote economic growth and to minimise environmental impact.

The working groups will help support the coordination of activity required to prepare the LDP for Belfast. They will:

- provide information, views and context from stakeholders to support a collaborative approach to progress the evolving evidence base for the development of the plan;
- advise and contribute to strategy and policy development; and
- contribute to the Local Development Plan process through effective participation and ensuring work is initiated and maintained in a timely manner.

Structure & Governance of the Working Groups

Membership

The membership of the LDP Working Groups will be agreed in consultation with the relevant external organisations. Membership of the Working Group will be invited from the following:

Belfast City Council:

- Local Development Plan and other Council Services

Other key stakeholders:

- Arc 21
- Department of Agriculture, Environment and Rural Affairs (DAERA)

Role of Individual Participants

Individual participants will be expected to:

- Represent their specific Departments / Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP.
- Ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information in respect of issues that could affect the LDP.
- Support collaborative working with partners and stakeholders.
- Contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives.
- Support the work to ensure the Sustainability Appraisal, including Strategic Environmental Assessment and EqIA effectively consider the plan implications.

It is expected that all Working Group members abide by the Terms of Reference including where appropriate the declarations of interests that may affect their participation and consideration of the issues. The parties acknowledge that in the course of participation they may receive or otherwise become aware of confidential information relating to the work of other participants.

In agreeing to join the group all participants agree to maintain confidentiality for the duration of the work leading up to the formal publication of resultant policies or plans. The members therefore acknowledge and agree that outcomes of the working group through the duration of the project constitute confidential information and may use such outcomes only for the purpose(s) specified in the relevant project scope and not for any other purposes whatsoever. Whilst the group will operate on the basis of confidentiality it should be noted that information which informs the work, as an aspect of policy development, will subsequently come into the public domain through publication of the background to the plan development process.

Frequency of Meetings

It is proposed the frequency of meetings will be as needed and informed by the key stages in the development of the plan. It is envisaged that 2-3 meetings will be held over the next two

months during the Draft Plan Strategy stage in Autumn 2017. The working groups will be chaired by a member of the Council's LDP team and agenda and minutes will be circulated one week prior to the meeting.

Background

The new LDP is the land use plan for Belfast up to 2035 and is a guide to shape the development of the city. The LDP will also set out the policies and proposals for the use, development and protection of land in Belfast. Once the LDP is adopted, decisions on planning applications will be taken in line with the policies and land use designations set out, unless other material considerations indicate otherwise.

The 15 year framework will support the economic and social needs of the city in line with sustainable regional development strategies. The LDP will provide the vision for how communities will grow in the future. To help deliver the city envisaged in 2035, four strategic themes have been identified.

The Local Development Plan Process

There are three main stages of preparation, consultation and engagement with the public and other interested parties through the Preferred Options Paper (POP), Plan Strategy and Local Policies Plan. The draft POP was published on the 26th January 2017 for a 12 week consultation period. It has provided the Council with the opportunity to consult with the public and stakeholders to encourage inclusive engagement that will stimulate discussion on key planning issues in a more meaningful way at an early stage of LDP preparation. The comments received during the POP consultation will be taken into account in formulating the draft Plan Strategy.

The Local Policies Plan will set out the Council's local policies and site specific proposals in relation to the development and use of land in Belfast. It will contain the local policies including site specific proposals, designations and land use zonings required to deliver the Council's vision, objectives and strategic policies, as set out in the Plan Strategy.

LDP led Waste Working Group- Meetings

Members – External and Internal

External – Department of Agriculture, Environment and Rural Affairs (DAERA now Northern Ireland's environment (NIEA), ARC 21,

Internal – Belfast City Council (BCC), Local Development Plan (LDP) team, City Centre (CC) team; Waste Management Team (WM)

Meetings and Matters Discussed

Date	Host (and attendees)	Issues
25 October 2017	LDP team NIEA BCC WM ARC 21	Terms of Reference & Membership; LDP Update (POP Consultation Feedback, Timescales); Draft Plan Strategy Approach (SPPS /PPS's, Policy development & linkages, Sustainability Appraisal /SEA / HRA, Evidence Base (The Northern Ireland Waste Management Strategy, Council's Waste Management Plan, Arc21 Waste Management Plan 2015, Urban Capacity Study, Regional/Belfast Infrastructure Plan
27 September 2018	LDP team NIEA BCC WM ARC 21	Overview of Plan Strategy, Growth Strategy; Issues identified at Preferred Option Paper (POP) stage; Strategic Policy and approach to Waste; ensure all types of waste are covered by the dPS (although CDE, construction waste is dealt with through the NI waste. Soundness; Timetable; Making representations

Other Waste Working Groups

Date	Host (and attendees)	Issues
Internal Stakeholders Infrastructure Plan Meeting		
3 November 2017	BCC LDP BCC CC BCC Sustainability Manager BCC Policy and organisational development	Introduce the context of the Infrastructure Plan. Obtain input into the specification from all internal stakeholders; identifying requirements, synergies, overlaps and duplications. Discuss/agree level of consultation needed. Review associated documentation/information. Share any outstanding ideas and inputs.
Meeting to Discuss LWWP and Green Blue Infrastructure		
3 November 2017	DfI BCC LDP	Living with water Programme Green and Blue Infrastructure

See Transport working group sheet for a list of Infrastructure study working groups.

Local Development Plan Minerals Working Group- Terms of Reference

Introduction & Purpose

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The Planning Regulations state the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development should take place.

The Statement of Community Involvement (SCI) for Planning sets out our approach to how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP) both internal and external to Council.

Through the provisions of the SCI, the Council is committed to ensuring that engagement is meaningful, inclusive and fit for purpose. The establishment of working groups will be part of an approach to deliver these objectives and ensure the coordination of activity and support from the key external and internal partners. The Council will establish a number of working groups in line with strategic themes.

Scope

Much of the existing policy context for waste is incorporated in Planning Policy Statement 11 and it should be noted that the PPS 11 will no longer have effect when the Plan Strategy is adopted. The SPPS highlights the importance of sustainable management of waste and a move towards resource efficiency for the health and wellbeing of society and our quality of life. The importance of the waste management industry is also recognised as a provider of jobs and investment across the region with the potential to support future business development, investment and employment.

The Waste Working Group will look at issues within the LDP relating to waste infrastructure within the 'Smart Connected Resilience Place' theme. This will include:

- Review of PPS 11 policies;
- Consideration of future waste infrastructure needs and key site requirements; and
- Consideration of the use of measures to support the circular economy and minimise environmental impact.

Cross cutting issues relevant to waste infrastructure emerging from other strategic themes will be considered to ensure an integrated approach, promote economic growth and to minimise environmental impact.

The working groups will help support the coordination of activity required to prepare the LDP for Belfast. They will:

- provide information, views and context from stakeholders to support a collaborative approach to progress the evolving evidence base for the development of the plan;
- advise and contribute to strategy and policy development; and
- contribute to the Local Development Plan process through effective participation and ensuring work is initiated and maintained in a timely manner.

Structure & Governance of the Working Groups

Membership

The membership of the LDP Working Groups will be agreed in consultation with the relevant external organisations. Membership of the Working Group will be invited from the following:

Belfast City Council:

- Local Development Plan and other Council Services

Other key stakeholders:

- Quarry Products Association (QPANI),
- Department of Environment (Policy Division),
- Department of the Economy Trade and Industry (Minerals and Petroleum Branch)

Role of Individual Participants

Individual participants will be expected to:

- Represent their specific Departments / Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP.
- Ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information in respect of issues that could affect the LDP.
- Support collaborative working with partners and stakeholders.
- Contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives.
- Support the work to ensure the Sustainability Appraisal, including Strategic Environmental Assessment and EqIA effectively consider the plan implications.

It is expected that all Working Group members abide by the Terms of Reference including where appropriate the declarations of interests that may affect their participation and consideration of the issues. The parties acknowledge that in the course of participation they may receive or otherwise become aware of confidential information relating to the work of other participants.

In agreeing to join the group all participants agree to maintain confidentiality for the duration of the work leading up to the formal publication of resultant policies or plans. The members therefore acknowledge and agree that outcomes of the working group through the duration of the project constitute confidential information and may use such outcomes only for the purpose(s) specified in the relevant project scope and not for any other purposes whatsoever. Whilst the group will operate on the basis of confidentiality it should be noted that information which informs the work, as an aspect of policy development, will subsequently come into the public domain through publication of the background to the plan development process.

Frequency of Meetings

It is proposed the frequency of meetings will be as needed and informed by the key stages in the development of the plan. It is envisaged that 2-3 meetings will be held over the next two

months during the Draft Plan Strategy stage in Autumn 2017. The working groups will be chaired by a member of the Council's LDP team and agenda and minutes will be circulated one week prior to the meeting.

Background

The new LDP is the land use plan for Belfast up to 2035 and is a guide to shape the development of the city. The LDP will also set out the policies and proposals for the use, development and protection of land in Belfast. Once the LDP is adopted, decisions on planning applications will be taken in line with the policies and land use designations set out, unless other material considerations indicate otherwise.

The 15 year framework will support the economic and social needs of the city in line with sustainable regional development strategies. The LDP will provide the vision for how communities will grow in the future. To help deliver the city envisaged in 2035, four strategic themes have been identified.

The Local Development Plan Process

There are three main stages of preparation, consultation and engagement with the public and other interested parties through the Preferred Options Paper (POP), Plan Strategy and Local Policies Plan. The draft POP was published on the 26th January 2017 for a 12 week consultation period. It has provided the Council with the opportunity to consult with the public and stakeholders to encourage inclusive engagement that will stimulate discussion on key planning issues in a more meaningful way at an early stage of LDP preparation. The comments received during the POP consultation will be taken into account in formulating the draft Plan Strategy.

The Local Policies Plan will set out the Council's local policies and site specific proposals in relation to the development and use of land in Belfast. It will contain the local policies including site specific proposals, designations and land use zonings required to deliver the Council's vision, objectives and strategic policies, as set out in the Plan Strategy.

LDP led Minerals Working Group

Members – External and Internal

External – Quarry Products Association (QPANI), Department of Environment (Policy Division), Department of the Economy Trade and Industry (Minerals and Petroleum Branch)

Internal – Local Development Plan (LDP) team

Meetings and Matters Discussed

Date	Host (and attendees)	Issues
24 September 2018	BCC LDP Department of the Economy Trade and Industry (Minerals and Petroleum Branch) QPANI, Department of Environment (Policy Division), Department of the Economy Trade and Industry (Minerals and Petroleum Branch)	LDP update; POP Consultation Feedback; Timetable; Draft Plan Strategy Approach SPPS /PPS's; Policy development & linkages; Sustainability Appraisal /SEA / HRA; Soundness

Other Meetings held

Internal Policy Discussion		
1 March 2018	BCC LDP BCC Planning (Development Management)	Membership Terms of Reference dPS Policy discussion from preferred Option Stage Soundness Timetable Making representations

Local Development Plan Transport Working Group- Terms of Reference

Introduction & Purpose

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The Planning Regulations state the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development should take place.

The Statement of Community Involvement (SCI) for Planning sets out our approach to how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP) both internal and external to Council.

Through the provisions of the SCI, the Council is committed to ensuring that engagement is meaningful, inclusive and fit for purpose. The establishment of working groups will be part of an approach to deliver these objectives and ensure the coordination of activity and support from the key external and internal partners. The Council will establish a number of working groups in line with strategic themes.

Scope

Regional guidance outlines the need to deliver a balanced approach to transport infrastructure, support the growth of the economy, enhance quality of life for all and reduce the environmental impact of transport. The consideration of transportation and land use planning in parallel to maximise the potential for sustainable transport networks and reduce the need to travel is an important element of the Local Development Plan. As Belfast continues to grow and modernise, continuous improvement of our transport infrastructure is required alongside measures to address demand and supply issues.

The Department for Infrastructure has statutory responsibility for transport and it is essential that the Council work closely with the Department during the plan-making process to ensure appropriate transport policy and initiatives are incorporated, where appropriate into the Plan. The preparation of the Belfast Transport Plan in parallel with the Local Development Plan is vital to inform the process.

Much of the existing policy context for the transportation is incorporated in Planning Policy Statements (PPSs) and it should be noted that the remaining PPSs will no longer have effect when the Plan Strategy is adopted. It should also be noted that the Strategic Planning Policy Statement for NI (SPPS) also includes some national policy for this theme and the LDP requires to be consistent with this.

The Transport Working Group will look at issues relating to transportation within the 'Smart Connected Resilience Place' theme. This will include:

- Consideration of transport needs and problems;
- Review of the opportunities for integration of transport and land use planning;
- Consideration of the infrastructure requirements that may be identified or programmed to promote and deliver a shift to more sustainable travel and increase accessibility to and within the city; and
- Initiatives that address demand management or supply issues.

Cross cutting issues relevant to transport emerging from other strategic themes will be considered to ensure an integrated approach to transport and land use planning and to reduce environmental impact e.g. green and blue infrastructure issues.

Role of Working Groups

The working groups will help support the coordination of activity required to prepare the LDP for Belfast. They will:

- provide information, views and context from stakeholders to support a collaborative approach to progress the evolving evidence base for the development of the plan;
- advise and contribute to strategy and policy development; and
- contribute to the Local Development Plan process through effective participation and ensuring work is initiated and maintained in a timely manner.

Structure & Governance of the Working Groups

Membership

The membership of the LDP Working Groups will be agreed in consultation with the relevant external organisations. Membership of the Transport Working Group will be invited from the following:

Belfast City Council:

- Local Development Plan and other Council Services

Key stakeholders:

- DfI Transport Policy & Legislation division
- DfI Transport NI

Other stakeholders

The meetings will be held under different policy themes and will involve a number of additional stakeholders:

- **Active Travel & Public Transport** – Sustran, DfI Cycling Unit & Translink
- **Parking & Highway network** – DfI Roads, Federation of passenger transport, Belfast City Centre Management

Role of Individual Participants

Individual participants will be expected to:

- Represent their specific Departments / Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP.
- Ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information in respect of issues that could affect the LDP.
- Support collaborative working with partners and stakeholders.
- Contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives.
- Support the work to ensure the Sustainability Appraisal, including Strategic Environmental Assessment and EqIA effectively consider the plan implications.

It is expected that all Working Group members abide by the Terms of Reference including where appropriate the declarations of interests that may affect their participation and

consideration of the issues. The parties acknowledge that in the course of participation they may receive or otherwise become aware of confidential information relating to the work of other participants.

In agreeing to join the group all participants agree to maintain confidentiality for the duration of the work leading up to the formal publication of resultant policies or plans. The members therefore acknowledge and agree that outcomes of the working group through the duration of the project constitute confidential information and may use such outcomes only for the purpose(s) specified in the relevant project scope and not for any other purposes whatsoever. Whilst the group will operate on the basis of confidentiality it should be noted that information which informs the work, as an aspect of policy development, will subsequently come into the public domain through publication of the background to the plan development process.

Frequency of Meetings

It is proposed the frequency of meetings will be as needed and informed by the key stages in the development of the plan. It is envisaged that 3-4 meetings will be held during Draft Plan Strategy stage in Autumn 2017. The working groups will be chaired by a member of the Council's LDP team and agenda and minutes will be circulated one week prior to the meeting.

Background

The new LDP is the land use plan for Belfast up to 2035 and is a guide to shape the development of the city. The LDP will also set out the policies and proposals for the use, development and protection of land in Belfast. Once the LDP is adopted, decisions on planning applications will be taken in line with the policies and land use designations set out, unless other material considerations indicate otherwise.

The 15 year framework will support the economic and social needs of the city in line with sustainable regional development strategies. The LDP will provide the vision for how communities will grow in the future. To help deliver the city envisaged in 2035, four strategic themes have been identified.

The Local Development Plan Process

There are three main stages of preparation, consultation and engagement with the public and other interested parties through the Preferred Options Paper (POP), Plan Strategy and Local Policies Plan. The draft POP was published on the 26th January 2017 for a 12 week consultation period. It has provided the Council with the opportunity to consult with the public and stakeholders to encourage inclusive engagement that will stimulate discussion on key planning issues in a more meaningful way at an early stage of LDP preparation. The comments received during the POP consultation will be taken into account in formulating the draft Plan Strategy.

The Local Policies Plan will set out the Council's local policies and site specific proposals in relation to the development and use of land in Belfast. It will contain the local policies including site specific proposals, designations and land use zonings required to deliver the Council's vision, objectives and strategic policies, as set out in the Plan Strategy.

LDP led Transport Working Group

Transport Workshops

Members – External and Internal

External – Department for Infrastructure (DfI) & Translink,

Internal – BCC Chief Executive, **BCC LDP**, Elected Members, BCC City Centre Team

Transport Workshops		
12 May 2016	Transport Workshop No.1 BCC Chief Executive BCC LDP Elected Members DfI Translink DfI Permanent Secretary	Strategic & Policy context <ul style="list-style-type: none"> - BMTP - Local Development Plan Long term Planning and Transport Intermediate Plan <ul style="list-style-type: none"> - Transport Hub - Belfast Rapid Transit - York Street Interchange - Belfast Cycling Masterplan Discussion on current transport issues <ul style="list-style-type: none"> - Public Transport - Roads - Demand Management - Walking & cycling - Governance - Other (Enforcement, Taxis, Coach) Future joint working arrangements
19 January 2017	Transport Workshop No.2 BCC Chief Executive BCC LDP DfI CNS BCC CC Translink	To develop a joint understanding of strategic transport plans and how they relate to the Belfast Agenda and the Local Development Plan. Outline of the Belfast Agenda and Local Development Plan relating to transport Transport Planning and Policy Physical Transport Development General Discussion

DfI Interim Belfast Metropolitan Transport Plan (Framework) – Task & Finish Group

Date	Host (and attendees)	Issues
4 March 2016	Interim BMTP -Project Initiation meeting DfI Translink Belfast City Council	Project Origins & Overview Project Approach Roles & Responsibilities Time commitment Reporting Arrangements Outputs Programme / timescales Management Updates / progress reviews / risk management
15 March 2016	Interim BMTP – Stage 2 Workshop DfI Translink Belfast City Council	Review of Action Points from Previous Workshop Discussion of review of BMTP Implementation against BMTP Discussion of review of BMAP against BMAP Review of BMTP Policy/ objectives Review of BMTP Problem Statement
20 April 2016	Interim BMTP - Stage 3 Workshop DfI Translink Belfast City Council	Discussion of Current Land Use/ Development Proposals - (Belfast City Council Planning to lead) Review of Action Points from Previous Workshop Discussion of Current Problems Discussion of current policy/ objectives Discussion of current long list of measures

Date	Host (and attendees)	Issues
18 May 2016	Interim BMTP - Stage 4 Workshop Dfi Translink Belfast City Council	Discussion of Current Land Use/ Development Proposals Discussion of Current Problems Proposed Interim Problem Statements Discussion of current policy/ objective Proposed Interim updated objectives Discussion of current long list of measures Proposed Interim long-list of proposals
21 June 2016	Interim BMTP - Stage 5 Workshop Dfi Translink Belfast City Council	Review of Action Points from Previous Workshop Feedback from Project Board Meeting 10th June Sign off of Stage 3 Report Agreement of: - Problem Statements Objectives - Long-list of proposals Discussion of: - Policy Prioritisation - WebTAG appraisal Discussion of: - Best performing schemes - Assembly of schemes into Interim Plan - Circulation of Draft Interim BMTP
11 August 2016	Interim BMTP – Stage 6 Workshop Dfi Translink Belfast City Council	Meeting Purpose and Project Programme - Sign off of Stage 4 Report - Problems and Objectives - Scheme Scoring Stage 5 – Discussion of Interim Plan methodologies - Scoring / Ranking - Flagship plus complementary - Budget limits - Deliverability

Other Pre – POP Meetings held

NIR Planning for Growth - Translink		
15 January 2015	AECOM, 2 Clarence Street West, Belfast BCC LDP Translink	Planning for Growth
Meeting with DfI re Belfast Transport Plan and Housing Allocation data		
7 September 2015	DfI Director of Transport Strategy Division DfI Transport Policy & Legislation division BCC LDP	Belfast Transport Plan and Housing Allocation data
Juno Planning and Translink		
24 September 2015	BCC Director of Planning LDP Team Translink Juno Planning	Introductory Meeting Transport Hub
Harbour Commissioners		
Mon 10 October 2016	Harbour Commissioners Property Director BCC LDP	Harbour development plans City quays Cruise terminal

LDP led Transport Working Group

Members – External and Internal

External – Department for Infrastructure (DfI), Translink, Sustrans.

Internal – Local Development Plan (LDP) team, City Centre (CC) team, City and Neighbourhood Services (CNS)

Meetings and Matters Discussed

Date	Host (and attendees)	Issues
4 October 2017	LDP Transport Working Group BCC LDP DfI CNS BCC CC	Terms of Reference and Membership of Working Group LDP update; <ul style="list-style-type: none"> - POP Consultation Feedback - Timetable Draft Plan Strategy Approach <ul style="list-style-type: none"> - SPPS /PPS's; - Policy development & linkages - Sustainability Appraisal /SEA / HRA; Evidence Base <ul style="list-style-type: none"> - Accessibility analysis - Urban Capacity Study; - Belfast Bicycle Network Plan; - Interim Belfast Metropolitan Transport Plan; Regional/Belfast Infrastructure Plan; Belfast Transport Plan – Update on timetable and process;
06 November 2017	Thematic Transport Working Group – Transportation Network & Parking BCC LDP DfI Roads, Freight Transport Association, Belfast City Centre Management BCC Air Quality Officer	Overview of Draft Plan Strategy Policy Approach <ul style="list-style-type: none"> - SPPS /PPS's - Policy development & linkages - Sustainability Appraisal /SEA / HRA Transportation Network <ul style="list-style-type: none"> - Draft Policy - Policy Discussion Parking <ul style="list-style-type: none"> - Draft Policy - Policy Discussion Belfast Transport Plan – Update

Date	Host (and attendees)	Issues
08 November 2017	Thematic Transport Working Group - Active Travel & Public Transport BCC LDP BCC CNS Air Quality officer DfI Transport Policy & Legislation division DfI Transport NI Sustrans, DfI Cycling Unit Translink	LDP update on timetable and process Overview of Draft Plan Strategy Policy Approach <ul style="list-style-type: none"> - SPPS /PPS's - Policy development & linkages - Sustainability Appraisal /SEA / HRA Active Travel <ul style="list-style-type: none"> - Draft Policy - Policy Discussion Public Transport <ul style="list-style-type: none"> - Draft Policy - Policy Discussion Belfast Transport Plan – Update
Fri 08 December 2017	LDP Transport Working group BCC LDP DfI– Transport Planning and Modelling Translink BCC CNS BCC CC BCC Air Quality Officer DfI Transport NI DfI Transport Policy & Legislation division	Review of Transportation Policy <ul style="list-style-type: none"> - Policy Discussion & DfI Feedback
19 September 2018	LDP Transport Working Group BCC LDP team BCC CC DfI Transport Policy & Legislation division DfI Transport NI Sustrans Translink DfI Cycling Unit	LDP draft Plan Strategy <ul style="list-style-type: none"> - Policy discussion - Soundness - Public Consultation & Responses

Other Meetings held		
Meeting with Juno Planning		
19 January 2017	BCC LDP BCC Planning BCC property and projects Translink Deloitte Juno planning	Development framework for Transport Hub
Belfast City Centre Working Group (BCCWG)		
8 February 2017	DFI Imtac BCC Planning BCC LDP TNI BCCM Translink	Rapid Transit Enforcement of Moving Offences Traffic Management Belfast City Centre cycling DfC Public Realm City centre Ring GVS Transport Hub Public Hire Cycle Scheme Belfast Regeneration and Investment BCC Parking Strategy

<p>22 March 2017</p>	<p>LDP team Airport forum Holywood Residents' Association Cultra Residents' Association Helen's Bay & Crawfordsburn Residents' Association Palmerston Residents' Association East Belfast Community Development Agency Alderman W.D. Keery Ards and North Down Borough Council Alderman Marion Smith Ards and North Down Borough Council (deputy) Cllr. Carole Howard Belfast City Council Cllr. Adam Newton Belfast City Council Belfast City Council – Environmental Health Belfast City Council – Economic Development Department for Infrastructure (Dfi) (Observer) Belfast Harbour Commissioners Belfast City Centre Management Dfi Strategic Planning (Observer) Belfast Chamber of Commerce TBC Tourism Northern Ireland NI Consumer Council Flybe base caption Finance Director – George Best Belfast City Airport (in attendance) Forum Secretary – George Best Belfast City Airport (in attendance)</p>	<p>Presentation focusing on the aspects of the LDP that would be of relevance to airport stakeholders such as connectivity, surface access developments and tourism.</p>
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13 April 2017	Department for Infrastructure (DfI) DfI – Transport Planning and Modelling DfI – TransportNI (TNI) Director of Network Services DfI TNI Divisional Manager Eastern Division DfI TNI – Manager of Traffic Information Control Centre (TICC) DfI – Information and Systems Branch (ISB) DfI – Press Office BCC LDP Police Service of Northern Ireland	Purpose of workshop • Purpose – to explore ways of reducing the level and impact of traffic congestion in Belfast City Centre arising from exceptional events • Format – sharing information, challenging current methods, Chatham House rules Sharing Information – Discussion • Providing information to the public – changing behaviour Challenge Session- Discussion Chair • Confirmation of areas for further improvement • Challenge current thinking • Explore Alternatives • New opportunities • Agree short and long term actions for further exploration Next Steps
Transport Hub Cross Departmental		
17 August 2017	BCC CC BCC LDP	Discussion - Sites adjacent to the Transport Hub proposal
York Street Interchange - Strategic Advisory Group		
22 September 2017	Chair Department for Infrastructure Arts Council NI Belfast City Council LDP Department for Communities Ashton Community Group AECOM BCC CC University of Ulster	Review of work to date Scheme status Community engagement process Proposed terms of reference for SAG Topics for next meeting Update on other local projects and initiatives

18 October 2017	DFI Imtac BCC Planning TNI BCCM Translink PSNI	Rapid Transit Enforcement of Moving Offences Traffic Management Belfast City Centre cycling DfC Public Realm City centre Ring GVS Transport Hub Public Hire Cycle Scheme Belfast Regeneration and Investment BCC Parking Strategy
York Street Interchange - Strategic Advisory Group (SAG) Meeting		
9 November 2017	Chair Department for Infrastructure Arts Council NI Belfast City Council LDP Department for Communities Ashton Community Group AECOM BCC CC University of Ulster	Scheme status Landscaping proposals North Queen street Dock Street York Street Bridge Public Art
Infrastructure Meeting		
13 November 2017	Director of Planning Policy Division Director of Water & Drainage Policy Director of Transport Strategy Division BCC LDP BCC CC	To allow the strategic direction of proposal to be discussed and agreed with decisions cascaded to officers for implementation.
Public Space Management Action Group Meeting		

14 November 2017	Easons (Chair) BCCM Translink BCCM) DfC BCCM Belfast Healthy Cities DfI Roads Victoria Square Paul Hogarth's Debenhams Disability Action	Minutes & actions of the last meeting Belfast Rapid Transit Presentation update by Translink The PSMAG Business Plan 2017-18
Belfast City Centre Working Group (BCCWG)		
07 March 2018	DfI Translink DfC Belfast City Centre Management PSNI BCC CC BCC Planning	Rapid Transit Enforcement of Moving Offences Traffic Management Belfast City Centre cycling DfC Public Realm City centre Ring GVS Transport Hub Public Hire Cycle Scheme Belfast Regeneration and Investment BCC Parking Strategy
Coach Parking/Transport Hub		
11 April 2018	Visit Belfast BCC CNS BCC CC BCC Property and Projects	Coach Parking Transport Hub
York Street Interchange - Strategic Advisory Group Meeting		
24 April 2018	Chair Department for Infrastructure Arts Council NI Belfast City Council LDP Department for Communities Ashton Community Group AECOM BCC CC University of Ulster	Scheme status Landscaping proposals North Queen street Dock Street York Street Bridge Public Art

Coach Parking		
3 May 2018	BCC LDP BCC CC DfI BCC Car parking BCC CNS Translink	Coach Parking
Joint Regeneration Group		
18th June 2018	Belfast Regeneration Directorate DFC DfI Roads Eastern Division - Divisional DfC BCC Director of Planning and Building BCC Strategic Director Place and Economy Department	Destination Hub/ Belfast Story Royal Exchange South Belfast Co-Ordination Group Sirocco Meanwhile Use Master Plans Public Realm Transport - York St Interchange - Transport Hub: VU.CITY Draft Capital Programmes MOU between DfC and BCC
York Street Interchange - SAG Meeting		
05 July 2018	Chair Department for Infrastructure Arts Council NI Belfast City Council LDP Department for Communities Ashton Community Group AECOM BCC CC University of Ulster	Scheme programme update North Queen Street Bridge Proposals Retaining Walls Steps/Ramp York Street Bridge Proposals Landscaping GRC Panel Sample Arts Council Public Art Update
Translink		
27 July 2018	BCC Development Management BCC LDP	Section 76 Developer contributions

Joint Regeneration Group: Agenda

24 September 2018

BCC Director of Planning and Building
 BCC Strategic Director Place and Economy Department
 BCC CC
 BCC LDP
 DfC
 Department of Finance
 DfI
 Strategic Investment Board

Bank Buildings / Business Recovery- Update on current position
Infrastructure
Strategic Sites Assessment – (Infrastructure Study -Transport Hub)
Masterplans / Strategies - Queen’s Quay - Update on planning and development brief proposals/next steps.
Strategic Development - Destination Hub / Belfast Story (Update including City Deal application)
Royal Exchange / Castlebrooke – (Update on planning and development proposals. - DfC: Landownership in area and engagement with developers).
Central Government Office Project - Update/next steps

York Street Interchange Strategic Advisory Group

26 September 2018

Chair Department for Infrastructure
 Arts Council NI
 Belfast City Council LDP
 Department for Communities
 Ashton Community Group
 AECOM
 BCC CC
 University of Ulster

Scheme Programme Update
 Minutes of Previous Meeting
 DSD Greater Clarendon Masterplan Update
 Arts Council Public Art Update
 Community Engagement Update
 North Queen Street, Bridge Structure, Lighting, Retaining Walls
 Landscape Design
 York Street, Bridges, Landscape Design

2 February 2018	Dfl BCC	Update of Belfast Region City Deal Progressing the Business Case for Investment for Belfast Timeline Governance Resources
Meeting with Belfast City Council & Department for Infrastructure		
11 February 2018	BCC Chief Executive BCC City Solicitor BCC Strategic Director of Place and Economy BCC Director of Planning and Building Control Dfl Permanent Secretary Deputy Secretary - Transport and Resources Group Dfl Deputy Secretary	Infrastructure planning for the city Infrastructure Plan Living With Water Residents Parking Schemes Car Parking Strategy Transport Hub East Belfast Depot Impact of all Infrastructure Projects BRT Phase 2 Local Development Plan Belfast Metropolitan Transport Strategy/Plan Financing
Belfast Infrastructure Study		
15 February 2018	Belfast City Council Ulster University Department of Education Department for Economy Department for Communities Department for Infrastructure Department of Finance Department of Health Department of Justice Department of Agriculture and Rural Affairs Northern Ireland Civil Service Executive Office	Update BSIG on the Belfast Business Case for Investment (previously Infrastructure Plan)

4 October 2018	DfI BCC LDP BCC CC Belfast City Centre Management DfI Cycling Unit Translink IMTAC PSNI	Rapid Transit Enforcement of Moving Offences Traffic Management Belfast City Centre cycling DfC Public Realm City centre Ring GVS Transport Hub Public Hire Cycle Scheme Belfast Regeneration and Investment BCC Parking Strategy
Draft Plan Strategy – Translink and Juno Planning		
24 October 2018	Translink Juno Planning BCC LDP	Introductions; Translink and DfI approach to BCC LDP consultation; Public Transport - Context and Transportation Policy (Regional and Belfast); Strategic policy; Housing and Residential Development Principles of Urban Design; Community; Economic Growth; Retail; Opportunity Sites Tourism; Transportation; Use of S76 Agreements; Clarification of LDP Process; through PAC Independent Examination; Translink and DfI approach to testing Soundness.
York Street Interchange SAG Meeting		
29 November 2018	Chair Department for Infrastructure Arts Council NI Belfast City Council LDP Department for Communities Ashton Community Group AECOM BCC CC	Scheme Programme Update Minutes of Previous Meeting DSD Greater Clarendon Masterplan Update Arts Council Public Art Update Community Engagement Update

	University of Ulster Community Representative Transport NI	North Queen Street, Bridge Structure, Lighting, Retaining Walls Landscape Design York Street, Bridges, Landscape Design
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5 February 2019	BCC CC BCC LDP DfI East DfI TICC Translink DfI HQ PTD	BRT Bus TRACK Transport Hub York Street Interchange Belfast LDP Update
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Belfast City Centre Stakeholder Group Meeting

13 February 2019	DfI Director Roads Transport Projects and Business Services Division Belfast City Centre Management DfI Cycling Unit DfC Translink PSNI Sustrans	Rapid Transit Enforcement of Moving Offences Traffic Management Belfast City Centre cycling DfC Public Realm City centre Ring GVS Transport Hub Public Hire Cycle Scheme Belfast Regeneration and Investment Operational Issues
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York Street Interchange SAG Meeting

29 May 2019	Chair Department for Infrastructure Arts Council NI Belfast City Council LDP Department for Communities Ashton Community Group AECOM BCC CC University of Ulster Community Representative Transport NI	Scheme Programme Update Greater Clarendon Masterplan Update Arts Council Public Art Update Community Engagement Update North Queen Street proposals York Street proposals Little Georges Street proposals
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Public Transport Partnership Board meeting**29 May 2019**

BCC CC
 BCC LDP
 DfI East
 DfI TICC
 Translink
 DfI HQ
 PTD

LDP Update

Committees**Meeting of City Growth and Regeneration Committee with DRD****11 April 2016**

DfI
 Sustrans
 QUB
 Transport NI

Presentations
 (a) Living with Water - DRD
 (b) Streets Ahead Phase 3 - DSD
 (c) Purpose Built Student
 Managed Accommodation -
 QUB
 (d) Bike Life Survey - Sustrans
 and DRD Cycling Unit

Special meeting - Transport NI and DfI (All Members invited), City Growth and Regeneration Committee meeting;**23 August
2017**

DfI
 Transport NI

Presentations
 Transport NI - Spring Report
 2017
 On-street Car Parking Charges
 (Transport Update (including
 Belfast Rapid Transit))

Transport infrastructure discussions were also included in the BCC Infrastructure Study meetings (see infrastructure section).

Local Development Plan Green and Active Working Group- Terms of Reference

Green & Active Working Group

Purpose

Broad organisational participation is an important part of the process of preparing the new Local Development Plan for the city. The planning Regulations state that the Council must provide an opportunity for all stakeholders, including the public, to have a say about where and how development should take place.

The Statement of Community Involvement (SCI) for Planning sets out our approach to how and when stakeholders and other interested parties will be consulted and involved in the preparation of the Local Development Plan (LDP), both internal and external to Council.

Through the provisions of the SCI, the Council is committed to ensuring that engagement is meaningful, inclusive and fit for purpose. The establishment of working groups will be part of an approach to deliver these objectives and ensure the coordination of activity and support from the key external and internal partners. The Council will establish a number of working groups in line with the strategic themes identified in the LDP Preferred Options Paper (POP).

The working groups will help support the coordination of activity required to prepare the LDP for Belfast. They will:

- provide information, views and context from stakeholders to support a collaborative approach to progress the evolving evidence base for the development of the plan; and
- advise and contribute to strategy and policy development throughout the LDP process.

Scope

The Green & Active Working Group will look at issues within the LDP generally relating to green and blue infrastructure, including open space, recreation, nature conservation, landscape and countryside.

Much of the existing policy context for the Green & Active theme is incorporated in Planning Policy Statements (PPSs) and it should be noted that the remaining PPSs will no longer be in effect following the adoption of the LDP Plan Strategy. It should also be noted that the Strategic Planning Policy Statement for NI (SPPS) also includes some national policy for this theme and the LDP requires to be consistent with this. Important policy matters for the Green & Active Working Group include the following:

- Protection of existing open space & recreation facilities
- Provision of new open space & recreation facilities
- Protection and management of natural heritage assets
- Furthering the conservation of biodiversity
- Promoting a wider network of multi-functional green and blue infrastructure

Cross cutting issues relevant to the Green & Active theme, including environmental quality, active travel and health & wellbeing, emerging from other strategic themes may also be considered to ensure an integrated approach to land use planning and sustainable development.

Structure & Governance of the Working Groups

Membership

The membership of the LDP Working Groups will be agreed the Planning Service in consultation with the relevant external organisations. Membership of the Green & Active Working Group will be invited from the following:

Belfast City Council:

- Local Development Plan team and other relevant services

Other key stakeholders:

- NI Environment Agency
- Dept. Agriculture, Environment & Rural Affairs
- NI Environment Link

Role of Individual Participants

Individual participants will be expected to:

- To represent their specific Departments / Thematic areas of specialist knowledge and support effective decision making with regards to the programmed development and consultations for the LDP
- To ensure engagement across the relevant parts of the Council / Stakeholders and the communication of relevant information on issues that could affect the LDP
- To support collaborative working with partners and stakeholders
- To contribute to the development of the plan through the coordination of linked activity in a manner that supports the achievement of the timetable and objectives
- Support the work to ensure the Sustainability Appraisal, including Strategic Environmental Assessment and EqIA, effectively consider the plan implications.

It is expected that all working Group members abide by the Terms of Reference including, where appropriate, the declarations of interests that may affect their participation and consideration of the issues. The parties acknowledge that in the course of participation they may receive or otherwise become aware of confidential information relating to the work of other participants.

In agreeing to join the group, all participants agree to maintain confidentiality for the duration of the work leading up to the formal publication of resultant policies or plans. The members therefore acknowledge and agree that outcomes of the working group through the duration of the project constitute confidential information and may use such outcomes only for the purpose(s) specified in the relevant project scope and not for any other purposes whatsoever. Whilst the group will operate on the basis of confidentiality it should be noted

that information which informs the work, as an aspect of policy development, will subsequently come into the public domain through publication of the background to the plan development process.

Frequency of Meetings

It is proposed the frequency of meetings will be as needed and informed by the key stages in the development of the LDP. In the first instance, it is envisaged that there will be 2-3 meetings during the Draft Plan Strategy preparation stage in Autumn 2017 prior to its publication. It is proposed that the working groups will be chaired by a member of the Council's LDP team and agenda and minutes will be circulated one week prior to the meeting.

Background

The new LDP is the land use plan for Belfast up to 2035 and is a guide to shape the development of the city. The LDP will also set out the policies and proposals for the use, development and protection of land in Belfast. Once the LDP is adopted decisions on planning applications will be taken in line with the policies and land use designations set out, unless other material considerations indicate otherwise.

The 15 year framework will support the economic and social needs of the city, in line with sustainable regional development strategies. The LDP will provide the vision for how communities will grow in the future.

The Local Development Plan Process

There are three main stages of preparation, consultation and engagement with the public and other interested parties through the Preferred Options Paper (POP), Draft Strategy and Local Policies Plan.

The draft POP was published on the 26th January 2017 for a 12 week consultation period. It has provided the Council with the opportunity to consult with the public and stakeholders to encourage inclusive engagement that will stimulate discussion on key planning issues in a more meaningful way at an early stage of LDP preparation. The comments received during the POP consultation will be taken into account in formulating the draft Plan Strategy.

The Local Policies Plan will set out the Council's local policies and site specific proposals in relation to the development and use of land in Belfast. It will contain the local policies including site specific proposals, designations and land use zonings required to deliver the Council's vision, objectives and strategic policies, as set out in the Plan Strategy.

Green and Active Working Group

Members – External and Internal

External - Belfast Hills Partnership, Belfast Healthy Cities, DAERA (NIEA), Northern Ireland Environmental Link (NIEL).

Belfast Healthy Cities, Lagan Valley Regional Park, Belfast Hills Partnership and National Trust also attended some meetings on request.

Internal – Local Development Plan (LDP) team, Environmental Health, Parks & Landscape, Biodiversity, Belfast Health Development Unit.

Meetings and Matters Discussed

Date	Host	Issues
27 September 2017	BCC	TOR and Membership LDP Update Evidence Base Policy approach in Draft Plan Strategy – Open Space; Natural Heritage; Green and Blue Infrastructure; Developer Contributions.
25 October 2017	BCC	Draft policy context on: Open space; Sport and Outdoor Recreation; Natural Heritage; Landscape and Coast; Key Issues arising. Policy Discussion
8 November 2017	BCC	Revised Draft Plan Policies to date Countryside policies Policy Discussion Next Steps – dPS Consultation
17 September 2018	BCC	Published Draft Plan Strategy Plan strategy policy approach Future SPG Local Policies Plan process How to make submissions

Other Associated Meetings

Date	Host (and attendees)	Issues
30 August 2017	NIEA In attendance: BCC	Preliminary meeting (in advance of establishing formal Working Group) to discuss evidence base and proposed policy approach to natural environment.
14 November, 2017	NIEL In attendance: BCC, Belfast Hills Partnership, National Trust, Lagan Valley Regional Park,	Special Green and Active Meeting for NIEL member organisations To discuss draft policy approach, particularly in relation to: Lagan Valley Regional Park; Belfast Hills; Countryside, landscape and open space; Cross-boundary issues approach.
22 November, 2017	Climate NI and NIEL In attendance BCC	Resilience and Environmental Policy Meeting To discuss draft policy approach, particularly in relation to: Open space, Trees, Natural Heritage, Landscape and Countryside; Health and Well Being; Environmental Quality & Resilience; Climate change and Flood Risk; Remit of NIEL and Climate NI; Timetable for LDP and its scope; Future SPGs and Design Guidance.
18 September 2018	BCC In attendance Climate NI, NIEL, DfI Rivers Agency,	Environmental resilience Meeting Published Draft Plan Strategy Plan strategy policy approach Future SPG Local Policies Plan process How to make submissions DFI Advice Note
12 October 2018	NIEL In attendance BCC, QUB, Quarry Products Association, Environmental Bodies	Climate Change NI steering Group Update to group on status of Draft LDP. Issues discussed around Sustainability, Resilience and future proofing. LDP Soundness considerations. SEA and EIA considerations.

Flood Risk Working Group

Members – External and Internal

External – Dfl Rivers

Internal – Local Development Plan (LDP) team.

Date	Host	Issues
12 September 2017	BCC	Draft TOR LDP update LDP Plan Strategy Timescales Role of Dfl Policy Approach in Draft Plan Strategy Issues GIS/Maps Tidal Flood Project
<p>Note: Due to the overlapping nature of the issues raised and the attendees required, the Flood Risk Working Group was amalgamated with Water and Sewerage Working Group. See summary for the Water, Sewerage and Flood Risk WG for further information.</p>		