



September 19th, 2024

**TO: The Right Worshipful the Mayor and Members  
of Lisburn & Castlereagh City Council**

A meeting **of Lisburn & Castlereagh City Council** will be held on **Tuesday, 24th September 2024 at 7:00 pm** in the Council Chamber for the transaction of the business on the undernoted agenda.

A hot buffet will be available in the Members' Suite from 5.45 pm for those Members who have confirmed in advance.

**DAVID BURNS**  
**CHIEF EXECUTIVE**  
**LISBURN & CASTLEREAGH CITY COUNCIL**

# Agenda

## 1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

 *Mayor's Engagements for Council - September.pdf*

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## 2.0 APOLOGIES

## 3.0 DECLARATIONS OF MEMBERS' INTERESTS

- (i) conflict of interest on any matter before the meeting (Members to confirm the specific item)
- (ii) pecuniary or non-pecuniary interest (Member to complete disclosure of interest form)

 *Disclosure of Interests form.pdf*

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## 4.0 COUNCIL MINUTES - Meeting of Council 27 August 2024

*For Approval*

 *MM 27 08 2024 Draft Minutes for Adoption.pdf*

*Page 6*

## 5.0 MATTERS ARISING

## 6.0 DEPUTATIONS

## 7.0 BUSINESS REQUIRED BY STATUTE

*For Approval*

### 7.1 Signing of Legal Documents

Lisburn and Castlereagh City Council and Choice Housing Ireland Limited, Leslie Morrell House, 37-41 May Street, Belfast BT1 4DN – Deed of Variation between Choice Housing Ireland Limited and Lisburn and Castlereagh City Council

Lisburn and Castlereagh City Council and Dunbridge Ltd, c/o Omniplex Holdings (NI) Limited, Governor's Road, Lisburn BT28 1PP and Shen Cloud Ltd, Unit 2a East Point Entertainment Village, Old Dundonald Road, Dundonald, Belfast BT16 1YG and Hasan Topal and Hakan Sakalli, both of 8 Tullynagardy Grove, Newtownards BT23 4ZJ – Contract for Lease of Unit 2A, Omni Park, Dundonald

## 8.0 ADOPTION OF MINUTES OF COMMITTEES

### 8.1 Communities & Wellbeing Committee - 3 September 2024

*For Approval*

 *CWBC 03 09 2024 Draft Minute for Adoption.pdf*

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- 8.2 Environment & Sustainability Committee - 4 September 2024**  
*For Approval*  
📎 *ESC 04 09 2024 Draft Minute for Adoption.pdf* *Page 28*
- 8.3 Regeneration & Growth Committee - 5 September 2024**  
*For Approval*  
📎 *RGC 05 09 2024 Draft Minutes for Adoption.pdf* *Page 39*
- 8.4 Corporate Services Committee - 11 September 2024**  
*For Approval*  
📎 *CSC 11 09 2024 DRAFT Minute for adoption.pdf* *Page 51*
- 8.5 Governance & Audit Committee - 12 September 2024**  
*For Approval*  
📎 *G A 12.09.2024 Draft Minutes for adoption.pdf* *Page 66*
- 8.6 Planning Committee - 5 August 2024 (for noting)**  
*For Noting*  
📎 *PC 05.08.2024 - Ratified Minutes.pdf* *Page 71*

## **9.0 REPORT FROM CHIEF EXECUTIVE**

(None)

## **10.0 REPORTS FROM MEMBERS ON BOARDS**

(None)

## **11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE**

(None)

## **12.0 NOTICES OF MOTION**

- 12.1 No.1 on the subject of Winter Fuel Payment Policy Change in the name of Councillor T Mitchell**  
*For Decision*  
📎 *NOM1 - Winter Fuel Payment Policy Change.pdf* *Page 79*

## **13.0 CONFIDENTIAL BUSINESS**

### **13.1 UK Shared Prosperity Fund - End of Year Programme**

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*For Decision*

Confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information)

### **13.2 Requirement to Enter into a Section 76 Planning Agreement for Planning Application LA05/2022/0612/F**

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*For Decision*

Confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information)

## **14.0 ANY OTHER BUSINESS**

## MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

### **Saturday 17<sup>th</sup> August**

Mayor to attend launch of Yours, Mine and Ours Impact toolkit and Welcome Day, Irish Linen Centre

Mayor to attend Big Community Lunch organised by Four Winds Community Group, Colby Park

Mayor to attend Moira Speciality food Fair, Moira Demesne

Mayor to attend the Ulster Youth Orchestra Summer Concert, Ulster Hall Belfast

### **Tuesday 20<sup>th</sup> August**

Mayor to attend site visit to Lisburn Leisureplex with the Mayor of Roscommon County Council

### **Wednesday 21<sup>st</sup> August**

Mayor to attend the Grand Opening of Briggs Equipment training academy and multi-purpose facility, Lisburn

### **Thursday 22<sup>nd</sup> August**

Mayor to attend Rise, Downtown Centre for the launch of their Creative Evening Mental Health Support Group

### **Friday 23<sup>rd</sup> August**

Mayor to attend Family Fun Day at the Ravine, Knockbracken Healthcare Park

Mayor to meet with the Mayor of Derry & Strabane District Council, Lord Mayor of Belfast and Mayor of Newry, Mourne & Down, with a theme around 'Working together', Guildhall

### **Saturday 24<sup>th</sup> August**

Mayor to attend Hilden Food and Drinks Festival

### **Tuesday 27<sup>th</sup> August**

Mayor to attend Connecting Communities Event - by Live Here Love Here, Lagan Valley Island

### **Wednesday 28<sup>th</sup> August**

Mayor to attend Pride of Place Judges evening, Ballymac Hotel

### **Thursday 29<sup>th</sup> August**

Mayor to host reception for the retirement of five senior members of the SERC management team, Lagan Valley Island

**Tuesday 3<sup>rd</sup> September**

Mayor to host Flag Raising for Merchant Navy Day, Lagan Valley Island

Mayor to visit Moira Friendship Group's Open Morning, St John's Hall

**Wednesday 4<sup>th</sup> September**

Mayor to attend LCCC Long Service Staff Recognition Awards, Lagan Valley Island

Mayor to attend Garden Party with entertainment by The Band of the Brigade of Gurkhas & Band of Royal Irish Regiment, Thiepval Barracks

**Friday 6<sup>th</sup> September**

Mayor to attend All-Party Group on Climate Action site visit, Passive House Development, Belfast

Mayor to attend Friends School speech day

Mayor to host reception for Hillsborough U14 Boys on their Foyle Cup Success, Lagan Valley Island

Mayor to attend Community Festival, Anahilt Primary school

**Saturday 7<sup>th</sup> September**

Mayor to attend Open Day, Ballinderry War Memorial Hall

Mayor to attend the opening ceremony at Friends School for their outdoor performance space and legacy trail

**Monday 9<sup>th</sup> September**

Mayor to host Flag Raising Day for 999 emergency services, Lagan Valley Island

Mayor to visit Lisburn Central Primary School to view their eco-school projects

Mayor to host reception for Dreamscheme NI on their 20th Anniversary of working with young people across the council area, Lagan Valley Island

**Tuesday 10<sup>th</sup> September**

Mayor to attend Garden Party at Hillsborough Castle

**Wednesday 11<sup>th</sup> September**

Mayor to visit St Joseph's Primary School, Carryduff to view their eco-school projects

**Thursday 12<sup>th</sup> September**

Mayor to visit Carryduff Primary school to view their eco-school projects

**Friday 13<sup>th</sup> September**

Mayor to visit Carr Primary School to view their eco-school projects

Mayor to attend Royal visit to Live Life Well-Being Centre & Social Enterprises, Ballymacash Sports Academy

Mayor to attend The Living Air Concert "Celebrating 100 years of The BBC in Northern Ireland, St Anne's Cathedral

**Saturday 14<sup>th</sup> September**

Mayor to attend the National Malaya and Borneo Veterans Association Wreath Laying Service, Lagan Valley Island

Mayor to attend family fun day and road run by Larchfield Community Development Association, Larchfield Estate

Mayor to attend Canal Boxing Academy Black Tie Dinner, Europa Hotel

LISBURN & CASTLEREAGH CITY COUNCIL

MEMBERS DISCLOSURE OF INTERESTS

The Northern Ireland Local Government Code of Conduct for Councillors under Section 6 requires you to declare at the relevant meeting any pecuniary interest that you may have in any matter coming before any meeting of your Council. This information will be recorded in a Statutory Register. On such matters you must not speak or vote. Subject to the provisions of Sections 6.5 to 6.11 of the Code, if such a matter is to be discussed by your Council, you must withdraw from the meeting whilst that matter is being discussed

In addition you must also declare any significant private or personal non-pecuniary interest in a matter arising at a Council meeting (please see also Sections 5.2 and 5.6 and 5.8 of the Code). Subject to the provisions of Sections 6.5 to 6.11 of the Code, you must declare this interest as soon as it becomes apparent and you must withdraw from any Council (including committee or sub committee meeting) when this matter is being discussed.

In respect of each of these, please can you complete the form below as necessary.

1. Pecuniary Interest

Meeting (Council or Committee - please specify and name):

Date of Meeting: \_\_\_\_\_

Item(s) in which you must declare an interest (please specify item number from report):

Nature of Pecuniary Interest:


2. Private or Personal non Pecuniary interest

Meeting (Council or Committee - please specify and name):

\_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Item(s) in which you must declare an interest (please specify item number from report):

\_\_\_\_\_

Nature of Private or Personal non Pecuniary Interest:


Name:

Address:

Signed:

Date:

*If you have any queries please contact David Burns, Chief Executive, Lisburn & Castlereagh City Council*

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# **LISBURN & CASTLEREAGH CITY COUNCIL**

## **Minutes of the Meeting of Council held in the Council Chamber, Lagan Valley Island on Tuesday 27 August, 2024 at 7:00 pm**

### **PRESENT:**

The Right Worshipful the Mayor  
Councillor K Dickson

Deputy Mayor  
Councillor R Carlin

Aldermen J Baird, O Gawith, M Gregg, A Grehan, H Legge,  
S P Porter and J Tinsley

Councillors D Bassett, S Burns, P Catney, N Eaton,  
A P Ewing, A Givan, A Gowan, J Harpur, B Higginson,  
G Hynds, C Kemp, P Kennedy, J Lavery BEM, S Lowry,  
U Mackin, A Martin, G McCleave, C McCready, M McKeever,  
R McLernon, T Mitchell, N Parker, G Thompson and  
Hon N Trimble

### **IN ATTENDANCE:**

Lisburn & Castlereagh City Council

Chief Executive  
Director of Leisure and Community Wellbeing  
Director of Organisation Development and Innovation  
Director of Regeneration and Growth  
Head of Communications and Administration  
Head of Waste and Operational Services  
Member Services Officers (BS, EW)  
Technician  
IT Officer

### **Commencement of the Meeting**

At the commencement of the meeting, the Right Worshipful the Mayor, Councillor K Dickson, welcomed those present to the August meeting of Council which was being live streamed to enable members of the public to hear and see the proceedings. He pointed out that, should the meeting go into committee to consider confidential business, any members of the press and the public in attendance would be required to leave the Council Chamber for the duration of those matters.

The Chief Executive outlined the evacuation procedures in the case of an emergency.

Councillor A P Ewing entered the meeting at 7.02 pm.

The Right Worshipful the Mayor requested that all mobile phones be put on silent or switched off for the duration of the meeting and pointed out that, in accordance with the Council's Standing Orders, whilst the meeting was being live-streamed, unauthorised recording was not permitted.

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## Prayers

The Right Worshipful the Mayor welcomed his Chaplain, Rev Stephen Reain-Adair to the meeting. Rev Reain-Adair addressed the Council and said a prayer following which The Right Worshipful the Mayor thanked Rev Reain-Adair for his attendance, and Rev Reain-Adair left the meeting.

The Right Worshipful the Mayor, on behalf of the Council, extended condolences to Vincent Copeland, employed in the Procurement Unit in Assets, on the passing of his brother, Malachy.

## 1. Business of The Right Worshipful the Mayor

### 1.1 Mayor's Engagements

The Council noted a number of engagements attended by The Right Worshipful the Mayor, Councillor K Dickson, since the June meeting of Council.

## 2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen A G Ewart MBE, A McIntyre and S Skillen and Councillors P Burke, R T Beckett, D J Craig and J Gallen, the Director of Finance & Corporate Services and the Director of Environmental Services (Acting).

## 3. Declarations of Interest

There were no Members' Declarations of Interest declared at the meeting.

## 4. Council Minutes

### 4.1 Meeting of Council – 25 June 2024

It was proposed by Alderman A Grehan, seconded by Alderman J Tinsley, and agreed that the minutes of the meeting of Council held on 25 June 2024 be confirmed and signed.

## 5. Matters Arising

There were no matters arising from the above minutes.

## 6. Deputations

There were no deputations.

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7. Business Required by Statute

(i) Signing of Legal Documents

It was proposed by Alderman J Baird, seconded by Alderman J Tinsley, and agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and OML Belfast Limited (trading as The Belfast Giants), 2 Queens Quay, Belfast BT3 9QQ – Service and Exclusivity Agreement
- Lisburn and Castlereagh City Council and South Eastern Regional College, 25 Castle Street, Lisburn BT27 4SU – Lisburn and Castlereagh Labour Market Partnership Employability Academy – Welding Academy

8. Adoption of Minutes of Committees

**Special Governance & Audit Committee**

**27<sup>th</sup> June 2024**

Proposed by Alderman S P Porter

Seconded by Councillor D Bassett

**Planning Committee**

**3<sup>rd</sup> June 2024**

The minutes of the Planning Committee meeting of 3<sup>rd</sup> June, 2024 had been circulated for noting as these minutes had been agreed at the subsequent meeting of the Planning Committee on 1<sup>st</sup> July, 2024. It was proposed by Alderman M Gregg, seconded by Councillor U Mackin, and agreed that their contents be noted.

**Planning Committee**

**1<sup>st</sup> July 2024**

The minutes of the Planning Committee meeting of 1<sup>st</sup> July, 2024 had been circulated for noting as these minutes had been agreed at the subsequent meeting of the Planning Committee on 5<sup>th</sup> August, 2024. It was proposed by Alderman M Gregg, seconded by Councillor U Mackin, and agreed that their contents be noted, subject to Councillor S Burns being recorded as the Vice-Chairperson of the Committee.

9. Report from Chief Executive

9.1 Council Remote/Hybrid Meetings

The Council considered a report by the Chief Executive outlining the background and key issues in connection with new regulations which would enable Councils to hold remote/hybrid meetings, it being noted that the Council had reverted to 'in person' meetings in March 2024 to ensure compliance with the relevant legislation at that time.

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### 9.1 Council Remote/Hybrid Meetings (Cont'd)

A copy of the new Regulations had been appended to the Chief Executive's report.

The Chief Executive advised that any change to the Council's governance arrangements in regard to remote/hybrid meetings required a change to Standing Orders. A copy of the proposed changes to Standing Orders and the Remote Meetings Protocol had also been appended to the report for Members' consideration.

At the request of a Member, the Chief Executive undertook to progress the streamlining of Standing Orders with a view to replacing repetitive wording (such as lists of conditions concerning remote attendance) to a reference back to an earlier item listing the same conditions, an example having been outlined in detail by the Member.

The Chief Executive also undertook to give consideration to the following issues raised by Members:

- an issue relating to the protocol of the operation of the Planning Committee in connection with remote attendance by a Committee Member(s), and
- the issue of remote attendance by a Member(s) during consideration of confidential business

It was proposed by Councillor N Trimble, seconded by Alderman M Gregg and agreed that all Council and Committee meetings, going forward, be open for Members to attend remotely or in person (hybrid model).

#### Suspension of Standing Order 27.2

It was proposed by Councillor S Lowry, seconded by Councillor A Givan, and agreed that Standing Order 27.2 be suspended in order that the amended Standing Orders incorporating the Remote Meetings Protocol to reflect the Local Government (Remote Meetings) Regulations (Northern Ireland) 2024, as circulated, be adopted. On a show of hands there were 31 Members in favour of the proposal and two Members having abstained.

The Chief Executive clarified that the remote/hybrid meetings model would be effective from Tuesday 3<sup>rd</sup> September 2024 and not Wednesday, 4<sup>th</sup> September 2024 as outlined in the report.

### 10. Reports from Members on Boards

There were no reports from Members on Boards.

### 11. Reports on Decisions Subject to the Reconsideration Procedure

There were no reports on decisions subject to the reconsideration procedure.

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12. Notices of Motion12.1 No. 1 on the Subject of Good Relations

A copy of the undernoted Notice of Motion in the name of Councillor N Parker, had been circulated to Members with the notice convening the meeting:

“That this is Council recognises the vital role of Good Relations programmes in supporting reconciliation in a society recovering from conflict, bringing communities together, creating shared spaces, challenging sectarian, racism and other forms of prejudice, and promoting respect for all cultural identities; strongly condemns the recent violence and targeting of businesses; encourages greater support and investment for sporting and cultural events as a mechanism for uniting local communities; registers its disappointment that an enhanced and fully-funded regional Good Relations Strategy has not been prioritised since the restoration of the NI Assembly; further records its disappointment that the 47% reduction in good relations funding granted in 2023/24 to Councils by The Executive Office has not been reinstated to previous levels; and requests a review from Officers of the progress and future opportunities available to enhance Good Relations programmes in Lisburn and Castlereagh City Council to be completed within six months.

The Notice of Motion as proposed by Councillor N Parker, was seconded by Councillor G Thompson.

The Right Worshipful the Mayor advised that given the recent challenging circumstances he had agreed that the Notice of Motion be considered at the meeting that evening.

Councillor Parker elaborated on her Notice of Motion during which she highlighted a number of significant issues in support of her motion, including:

- this motion is not just about policy but about the future of our community, our shared values and the kind of society we wish to build together
- the importance of the Council formally recognising the essential role Good Relations programmes play in our on-going efforts to foster reconciliation and unity in a society that is still healing from the divisions of the past.
- for decades people of NI have lived through the hardships of conflict, division and mistrust and whilst we have made significant strides towards peace we cannot afford to be complacent
- Good Relations programmes are the cornerstone of our efforts to address these challenges which serve to provide a lifeline through which we engage with one another, breakdown barriers and build a society where everyone feels valued and respected.

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12.1 No. 1 on the Subject of Good Relations (Cont'd)

- the recent incidences of violence and the targeting of businesses within our community were not just criminal but were deeply destructive to the fabric of our society. Councillor Parker urged the Council to stand together in condemning these acts in the strongest terms as violence, intimidation and hatred have no place in Lisburn and Castlereagh nor anywhere in Northern Ireland. The Council should make it clear we will not tolerate such behaviour and should work tirelessly to promote peace, reconciliation and unity.
- the lack of an enhanced and fully funded regional Good Relation strategy following the restoration of the Northern Ireland Assembly was deeply disappointing. This strategy would serve as a vital tool to build a truly reconciled society and the absence of such a strategy represents a significant missed opportunity to consolidate and expand on the progress made. Councillor Parker called on all Members in this Council and all those in positions of leadership to advocate for the prioritisation of this Strategy.
- a review of the Council's Good Relations programmes was not just about accountability but about ensuring the Council's Good Relations programmes were as effective and impactful as possible. They represent a collective commitment moving forward and in doing so would help heal the wounds of the past and build a society for everyone regardless of background.

In concluding Councillor Parker stated that the Council should send a clear message that Lisburn & Castlereagh is a place where diversity was celebrated, where prejudice was rejected and where every person, regardless of background, had a place at the table.

Councillor G Thompson having seconded the Notice of Motion also addressed the Council during which she supported the issues raised by Councillor N Parker, in particular in relation to Good Relations programmes having an essential role in fostering reconciliation and unity in our society. Councillor Thompson also called on the Council to support this Notice of Motion.

At this point Alderman S P Porter indicated that he had a proposed addendum to the Notice of Motion, namely; that the words ***“given the wider financial constraints by the Northern Ireland Executive”***, be included after the wording of the penultimate statement (4<sup>th</sup> line up) which would, if accepted, read:

*“further records its disappointment that the 47% reduction in good relations funding granted in 2023/24 to Councils by The Executive Office has not been reinstated to previous levels **given the wider financial constraints by the Northern Ireland Executive;***

Alderman S P Porter then addressed the Council in support to the Notice of the Notice of Motion. He too made reference to the recent racism attacks on our streets and throughout Northern Ireland in recent days. He also mentioned the ongoing difficulties and challenges facing communities particularly in regard to the chronic waiting lists in the area, difficulty in seeing a GP and the lack of

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12.1 No. 1 on the Subject of Good Relations (Cont'd)

schools. He felt it was right and proper that the serious frustrations and concerns of these people be heard.

During his address Alderman Porter acknowledged the efforts of Council Officers and staff in the Communities team and also the efforts of community groups and local groups all of whom were relying heavily on Stormont's budgets.

Alderman J Tinsley seconded Alderman S P Porter's addendum.

Councillor Parker indicated her agreement to including the above addendum to her Notice of Motion.

Councillor G McCleave also spoke in support of the Notice of Motion, stating that the events over the past couple of weeks had demonstrated the need for communities to come together and for Elected Representatives to show leadership.

The Notice of Motion in the name of Councillor N Parker, seconded by Councillor G Thompson, and as amended by Alderman S P Porter, was put to the meeting and agreed unanimously, the resolution being as follows:

"That this is Council recognises the vital role of Good Relations programmes in supporting reconciliation in a society recovering from conflict, bringing communities together, creating shared spaces, challenging sectarian, racism and other forms of prejudice, and promoting respect for all cultural identities; strongly condemns the recent violence and targeting of businesses; encourages greater support and investment for sporting and cultural events as a mechanism for uniting local communities; registers its disappointment that an enhanced and fully-funded regional Good Relations Strategy has not been prioritised since the restoration of the NI Assembly; further records its disappointment that the 47% reduction in good relations funding granted in 2023/24 to Councils by The Executive Office has not been reinstated to previous levels given the wider financial constraints by the Northern Ireland Executive; and requests a review from Officers of the progress and future opportunities available to enhance Good Relations programmes in Lisburn and Castlereagh City Council to be completed within 6 months.

13. Any Other Business13.1 Local Sporting Achievements in Lisburn & Castlereagh and Northern Ireland  
Councillor P Kennedy

Councillor P Kennedy referred to the number of great sporting achievements over the summer period, namely:

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### 13.1 Local Sporting Achievements in Lisburn & Castlereagh and Northern Ireland (Cont'd)

- the Olympians from within this Council area and across Northern Ireland during the recent Olympic Games in Paris, and
- the Armagh GAA on their success in winning the Sam Maguire Cup in July. Councillor Kennedy put on record his congratulations to all.

In referring to the success of local Olympians by Team GB & NI and also Team Ireland, Councillor Kennedy highlighted the important role that this Council had in the success of the local athletes in terms of its sports and leisure facilities. He also reminded the Council that our very own Dame Mary Peters had won a gold medal at the 1972 Olympic Games and that local swimmer, Daniel Wiffen from Magheralin had now added to that collection in winning the gold medal in the 800 metre freestyle final in Paris last month. Councillor Kennedy referred to Daniel having trained and developed his skills in the Lagan Valley LeisurePlex and in this regard put on record his thanks to the officers and staff in the Council's sports and leisure facilities for the work they do to create and to keep the facilities to a high standard.

In regard to the success of Armagh GAA in winning the Sam Maguire Cup, Councillor Kennedy stated that as Armagh City, Banbridge & Craigavon District Council was our neighbouring Council it was appropriate that this Council celebrates this success and sends congratulations to the team on their significant achievement.

At the request of Councillor Kennedy The Right Worshipful the Mayor agreed to send letters of congratulations to:

- a) the Armagh Gaelic Football team on their recent success in winning the All-Ireland Senior Football Championship, and
- b) each of the local Olympic medallists in both the GB & NI team and Team Ireland on their success during the 2024 Olympic games.

### 13.2 Local Paralympian - David Ross Alderman O Gawith

Alderman Gawith highlighted the success of a young local Paralympian, David Ross, originally from Moira who was competing currently in the Paralympics in Paris as part of the Team GB & NI Paralympics team for wheelchair rugby. Alderman Gawith highlighted the fact that David had learnt his sporting skills at Primary School in Moira and subsequently Wallace High School before suffering a catastrophic spinal injury when he had turned 18 years of age. It was at that time when David had been introduced to wheelchair rugby. Alderman Gawith also informed the Council that David was an ambassador for Horatios Garden, a therapeutic garden at Musgrave Park Hospital.

At the request of Alderman Gawith The Right Worshipful the Mayor agreed to write to David and his family wishing him good luck in the Paralympics and conveying congratulations to David on his success to date.

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### 13.2 Local Paralympian - David Ross (Cont'd)

The Right Worshipful the Mayor wished all the Paralympians every success.

## 14. Confidential Business

The Right Worshipful the Mayor advised that the undernoted Confidential items were confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

### In Committee

It was proposed by Councillor J Lavery, seconded by Councillor A Ewing, and agreed that the Confidential Reports be considered “in Committee” in the absence of press or members of the public. The livestream was paused at this stage in proceedings (7.29 pm).

#### 14.1 Delegated Authority Request (Redacted report to be made available on completion of matter)

It was proposed by Alderman J Baird, seconded by Alderman H Legge, and agreed that the Council grants delegated authority to the Regeneration and Growth Committee, at its meeting to be held on 5<sup>th</sup> September 2024, to take forward the matter as outlined in the report.

#### 14.2 Requirement to enter into a Section 76 planning agreement for planning application LA05/2022/0545/F (Redacted report to be made available after the agreement has been signed and sealed)

It was proposed by Alderman M Gregg, seconded by Councillor P Catney, and agreed that approval be granted to the signing and sealing of the above Agreement by the Mayor and Chief Executive.

#### 14.3 Requirement to enter into a Section 76 planning agreement for planning application LA05/2020/1170/F (Redacted report to be made available after the agreement has been signed and sealed)

It was proposed by Alderman M Gregg, seconded by Councillor P Catney, and agreed that approval be granted to the signing and sealing of the above Agreement by the Mayor and Chief Executive.

The Director of Regeneration & Growth responded to a number of comments and questions from Members in regard to the above agreement.

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- 14.4 Requirement to enter into a Section 76 planning agreement for planning application LA05/2022/0947/F  
(Redacted report to be made available after the agreement has been signed and sealed)

It was proposed by Alderman M Gregg, seconded by Councillor P Catney, and agreed that approval be granted to the signing and sealing of the above Agreement by the Mayor and Chief Executive.

#### Resumption of Normal Business

It was proposed by Councillor C Kemp, seconded by Councillor S Lowry, and agreed to come out of Committee and normal business was resumed.

At the conclusion of the meeting, The Right Worshipful the Mayor, Councillor K Dickson, thanked those present for their attendance.

There being no further business for consideration, the meeting was terminated at 7.51 pm.

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Mayor

# **LISBURN & CASTLEREAGH CITY COUNCIL**

## **Minutes of Meeting of the Communities & Wellbeing Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Tuesday 3<sup>rd</sup> September 2024 at 6.00 pm.**

### **PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Alderman H Legge (Acting Chair)

Aldermen A Grehan, A McIntyre and P Porter

Councillors D Bassett, T Beckett, J Gallen, B Higginson, C Kemp, S Lowry, G McCleave, T Mitchell and G Thompson

### **PRESENT IN A REMOTE LOCATION (COMMITTEE)**

Alderman S Skillen

### **OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER**

Councillors P Catney, A Gowan and G Hynds

### **IN ATTENDANCE:**

Director of Leisure & Community Wellbeing  
Head of Communities  
Head of Sports Services  
Acting Head of Parks & Amenities  
Member Services Officers (RN & EW)

### **Chair**

In the absence of the Chairman of the Committee, Councillor J Craig, the meeting was chaired by the Vice-Chair – Alderman H Legge.

Alderman Legge advised Members that Councillor Craig was not in attendance as his daughter had been married earlier in the day. Best wishes were extended to the Craig family on this happy occasion.

Alderman H Legge welcomed those present to the meeting, in particular those Members who had not previously served on the Communities & Wellbeing Committee.

### **1. Terms of Reference of Communities & Wellbeing Committee**

The Director of Leisure & Community Wellbeing made a short presentation by means of PowerPoint on the Terms of Reference of the Communities & Wellbeing Committee.

1. Terms of Reference of Communities & Wellbeing Committee (Continued)

The Terms of Reference had previously been furnished to Members and they were also available in the Resources Section of Decision Time.

Alderman S Skillen was attending the meeting on a remote basis. As she was experiencing technical difficulties in hearing the presentation, the Director stated that she would make contact with Alderman Skillen to clarify any aspects of the Terms of Reference on which she might have questions.

Councillor C Kemp entered the Chamber during the presentation. (6.11 pm)

Councillor G Hynds entered the Chamber at the conclusion of the presentation. (6.15 pm).

2. Commencement of Meeting/Housekeeping Announcements

The Acting Chair reminded Members that attendance at meetings could now be on a remote basis as well as in person. The names of those Elected Members who were in attendance at the meeting, both in person and on a remote basis, were read out by the Member Services Officer.

The meeting would be audio recorded unless the item on the agenda was to be considered under confidential business. Unauthorised recording was not permitted, as per 8.5 of the Council's Standing Orders. Mobile phones were to be turned off or on silent mode for the duration of the meeting.

The Director of Leisure & Community Wellbeing outlined the evacuation procedures in the case of an emergency. The Acting Chair asked that any Member entering or leaving the meeting alert the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

3. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillor J Craig (Chair of Committee); and The Right Worshipful The Mayor, Councillor K Dickson.

4. Declarations of Interest

The Acting Chair invited Members to declare any interests they might have in relation to the business of the meeting and reminded them of the requirement that they complete Declaration of Interest forms in this regard which had been provided with the papers for the meeting and which were also available in the Chamber.

There were no Declarations of Interest made.

5. Deputations

There were no deputations.

6. Report of Director of Leisure & Community Wellbeing

6.1 Lisburn & Castlereagh City Council – Events Calendar

The Director of Leisure & Community Wellbeing reported on the calendar of events delivered by the Council on an annual basis and, in this regard, the calendar of forthcoming events up to the 24<sup>th</sup> December 2024 was provided. This document was live in nature and would be updated and reviewed on a continual basis.

Members also noted that Officers were working with Corporate Communications in order to develop a dedicated web page for events.

An Equality/Good Relations Screening Document and a Rural Needs Impact Assessment Document were also provided and noted.

It was proposed by Alderman A Grehan, seconded by Alderman S Skillen and agreed to recommend that the calendar of events and the development of a dedicated web page for events be noted.

The provision of the calendar was welcomed by Members. A number of Members expressed the hope that more events in the Castlereagh East and South DEAs might be organised and then included in the calendar.

Councillor D Bassett referred to the Christmas Market in Carryduff and asked that the use of the car park of a local Church be requested so as to increase car parking facilities on the day.

Councillor G McCleave asked that all staff be provided with the calendar of events.

7. Report of Head of Communities

7.1 Community Support Programme 2024-2025  
Extension of Letter of Offer

In addition to the narrative report of the Head of Service in regard to the above matter, the Committee was provided with copy of a letter dated the 14<sup>th</sup> June 2024 from the Department for Communities (Voluntary & Community Division).

The letter advised that - in regard to 2024/2025 - the current baseline allocations to funded VCS (Voluntary & Community Sector) organisations would be protected and that a 5% uplift based on the Council's last year opening position would also be provided.

7.1 Community Support Programme 2024-2025  
Extension of Letter of Offer (Continued)

It was proposed by Alderman P Porter, seconded by Alderman A Grehan and agreed to recommend that the Head of Service's report and the content of the letter from the Department for Communities be noted.

An Equality/Good Relations Screening Document was provided and noted.

7.2 Draft Good Relations Action Plan 2024-2025

In her narrative report, the Head of Service reported extensively on the District Council Good Relations Programme which is delivered as part of the Executive's wider "Together: Building a United Community (T:BUC) Strategy".

The report covered the funding mechanism of the Council's good relations programme which is conditional on the submission of a Good Relations Action Plan to the Executive Office. A request for funding, accompanied by an agreed Good Relations Action Plan, had been submitted in December 2023. The Executive Office had since informed the Council that the requested amount of funding could not be provided, and it had advised of the revised allocation. To address this reduced budget, the Action Plan required to be revised. In her report, the Head of Service explained where the revisions would be made, and the revised draft Action Plan was provided. The Head of Service pointed out that whilst the budget for 2024/2025 was reduced, it was still an increase on the 2023/2024 budget.

An Equality/Good Relations Screening Document and a Rural Needs Impact Assessment Document were also provided and noted.

A Notice of Motion in the name of Councillor N Parker on the subject of Good Relations had been presented to Council on the 27<sup>th</sup> August 2024. The Head of Service advised that the preparation of her committee report had pre-dated the hearing of the motion, however the draft Good Relations Action Plan as presented did in fact uphold the general principles of the Notice of Motion.

Councillor G Thompson asked that the draft Action Plan include reference to those groups of young persons from specific demographics such as young persons who perform caring duties and young persons from areas of social and economic deprivation. The Head of Service agreed to amend the draft Action Plan accordingly. The section in question related to the encouragement of youth leadership.

It was proposed by Councillor G Thompson, seconded by Councillor S Lowry and agreed to recommend that – subject to the inclusion of reference to young persons from particular demographics as referred to above – the revised draft Good Relations Action Plan 2024/2025 and its associated budget be approved, and be submitted to the Executive Office.

7.2 Draft Good Relations Action Plan 2024-2025 (Continued)

Officers were commended for the amount of work that had gone into the preparation of the draft Good Relations Action Plan.

7.3 Lisburn & Castlereagh Age Friendly Strategy & Action Plan 2024/25

Councillor A Gowan entered the Chamber during presentation of this item of business. (6.31 pm)

The Head of Service reported on the “Age Friendly” activities and outreach within the Council, the Council having been recognised as an “Age Friendly City” by the World Health Organisation since March 2018. An Age Friendly Officer is employed by the Council, funded by the Public Health Agency.

To re-affirm its commitment to improving the lives of older residents through membership of the WHO’s Age Friendly Framework, the Council is required to develop a revised Age Friendly Strategy & Action Plan every three years.

Members were provided with a draft Age Friendly Strategy & Action Plan for 2024-2026, the draft being subject to presentation and design revisions. The Head of Service outlined the nature of consultation which had taken place in the preparation of the draft Strategy.

It was proposed by Councillor G Thompson, seconded by Councillor T Beckett and agreed to recommend that:-

- the content of the Head of Service’s narrative report be noted;
- the Age Friendly Strategy & Action Plan for 2024-2026 be adopted.

Councillor G Thompson – the Council’s Age Friendly Champion – paid tribute to the contribution made by the previous Age Friendly Champion, Alderman A Grehan. Councillor Thompson and other Members thanked the Age Friendly Officer and other Council officers for the work put into this part of the Council’s activities.

Councillor P Catney entered the Chamber at the conclusion of this item of business. (6.37 pm)

7.4 Northern Ireland Housing Executive  
Consultation – “Building Safer Communities Together: Community  
Safety Strategy 2025-2030”  
(Closing date: 30<sup>th</sup> September 2024)

The above consultation is available at [The Housing Executive - Consultations \(nihe.gov.uk\)](https://www.nihe.gov.uk) and – in her report – the Head of Service outlined its strategic priorities.

The Committee was provided with a draft response to the consultation.

7.4 Northern Ireland Housing Executive Consultation – “Building Safer Communities Together: Community Safety Strategy 2025-2030”  
(Closing date: 30<sup>th</sup> September 2024) (Continued)

The Head of Service noted comments that the following issue should be addressed with reference to it being made in the consultation response or via an appropriate channel regarding “care in the community” as a supporting factor:-

- the policy whereby housing rights could only be transferred on one occasion, thereby leading to a possible scenario whereby a person who had perhaps lived in the house all his/her life (with parents) could find him or herself without a home if the single housing rights transfer had already taken place.

It was proposed by Alderman A Grehan, seconded by Councillor G McCleave and agreed to recommend that the draft response to the NIHE consultation entitled “Building Safer Communities Together: Community Safety Strategy 2025-2030” be accepted as the Council’s response thereto and be submitted to the NIHE by the stipulated closing date.

7.5 Community Bursary Scheme 2024/2025 – Outcomes to Date

The DEA Local investment Programme 2024/2025 had been agreed in March 2024. Subsequent to that, the criteria for the Bursary Scheme had been agreed in April 2024 with the Head of Service, in consultation with the Committee chair and vice-chair, having delegated authority to consider applications received on an ongoing basis. Applications received and the outcome of their assessment would be provided to the Committee via the Noting Schedule.

It was agreed to recommend that the schedule of applications under the Community Bursary Scheme, together with their outcomes, be noted.

7.6 Irish Linen Centre & Lisburn Museum

7.6.1 ART Fund Going Places Programme

The Head of Service reported on the ART Fund Going Places Programme from which it was noted that:-

- Lisburn Museum had partnered with other museums in Great Britain to create the “Communities of Making” Network;
- in collaboration with the Network partners, preparation was ongoing to enable the ART Fund to submit a bid to the National Lottery Fund. The bid entitled “Communities of Making” would seek to finance a delivery phased programme from 1<sup>st</sup> January 2025 to 29<sup>th</sup> December 2029.

### 7.6.1 ART Fund Going Places Programme (Continued)

If successful, Lisburn Museum would develop a textile community programme and co-curate, with network partners, two travelling exhibitions over the five-year programme.

### 7.6.2 Heritage Crafts Association President's Award for Endangered Crafts

The Committee noted that the Temporary Handloom Weaver based at the Lisburn Museum had been selected as one of three finalists for the Heritage Crafts Association's President's Award for Endangered Crafts.

The winner of the award would receive £3,000.00 and – should the Council's employee be successful – the prize money would be used to purchase a licence and training for design software that would allow the Temporary Handloom Weaver, museum visitors and schools to design napkins for weaving on the Museum's 19<sup>th</sup> century jacquard looms.

The winner of the award would be announced at a Winners' Reception at Eltham Palace, London on the 26<sup>th</sup> November 2024.

It was proposed by Alderman A McIntyre, seconded by Councillor J Gallen and agreed to recommend that the costs associated with the attendance of the Temporary Handloom Weaver, the Chair of Committee or his nominee, and appropriate Officers, at the Winners' Reception at Eltham Palace, London on the 26<sup>th</sup> November 2024 be approved.

Alderman McIntyre congratulated the Temporary Handloom Weaver on this achievement, and commended the work of the Lisburn Museum/Irish Linen Centre.

## 8. Report of Head of Parks & Amenities (Acting)

### 8.1 Request for use of Wallace Park, Lisburn and Queen Elizabeth II Playing Fields (The Brambles)

Members had been provided with copies of the undernoted items of correspondence requesting the use of Wallace Park, Lisburn and Queen Elizabeth II Playing Fields as set out below:-

- letter dated the 5<sup>th</sup> August 2024 from the Junior Grand Orange Lodge of Ireland seeking the use of Wallace Park and its car park on the 31<sup>st</sup> May 2025 to host a parade commemorating the centenary of organised Junior Orangeism in Ireland;

8.1 Request for use of Wallace Park, Lisburn and Queen Elizabeth II Playing Fields (The Brambles) (Continued)

- Outdoor Events Booking Request Form from the South Antrim Combine of Orange Districts seeking the use of Wallace Park and the Queen Elizabeth II Playing Fields (The Brambles) on the 12<sup>th</sup> July 2025 to host the annual 12<sup>th</sup> July commemorations. Wallace Park would be used as the assembly field and the Queen Elizabeth II Playing Fields as the demonstration field. Access to both facilities was being requested from the 11<sup>th</sup> July 2025.

An Equality/Good Relations Screening Document was provided and noted.

It was proposed by Councillor B Higginson, seconded by Alderman A McIntyre and agreed to recommend that - subject to the conditions as set out under item 1.4 of the report being met to the satisfaction of the Council's Safety Advisory Group – the requests from (i) the Junior Grand Orange Lodge of Ireland and (ii) the South Antrim Combine of Orange Districts, be acceded to.

By way of information, the Acting Head of Service reported that authority had been granted for the hosting of two events on Council property during the summer months as follows:-

- Derriaghy District No. 11 LOL - 12<sup>th</sup> July demonstration at Killeaton Open Space;
- Lisburn Féile Fun Day at Wallace Park on 26<sup>th</sup> July 2024.

9. Report of Head of Sports Services

9.1 Canal Boxing Academy Fundraising Gala Ball – Europa Hotel, Belfast – 14<sup>th</sup> September 2024

In addition to the narrative report of the Head of Service, Members were provided with copy of a letter from the Canal Boxing Academy, Lisburn (received on the 7<sup>th</sup> August 2024) asking that the Council consider sponsoring a table for 10 persons at its charity boxing ball being held in the Europa Hotel, Belfast on the 14<sup>th</sup> September 2024. The cost of the table for 10 persons was £800.00.

The proceeds of the gala dinner would go towards the Academy's development of a sports hub at the Queen Elizabeth II Playing Fields which the Council has supported through the Community Investment Fund and the Peace Plus workstreams.

An Equality/Good Relations Screening Document was provided and noted.

9.1 Canal Boxing Academy  
Fundraising Gala Ball – Europa Hotel, Belfast – 14<sup>th</sup> September 2024  
 (Continued)

It was proposed by Councillor C Kemp, seconded by Councillor T Mitchell and agreed that the Council sponsor a table for 10 persons at the Canal Boxing Academy's charity boxing ball being held in the Europa Hotel, Belfast on the 14<sup>th</sup> September 2024 at a cost of £800.00.

10. Any Other Business – Non-Confidential

10.1 Dundonald International Ice Bowl - Update  
Councillor S Lowry

Councillor S Lowry enquired as to when the next update would be made to Committee in regard to the redevelopment of the Dundonald International Ice Bowl.

The Director advised that an update would be presented to the October meeting of Committee, but that Councillor Lowry could speak with her in advance of that if so required.

10.2 European Heritage Open Days (14<sup>th</sup> & 15<sup>th</sup> September 2024)  
Alderman A McIntyre

Alderman A McIntyre referred to a number of buildings within the Council's area that were part of the European Heritage Open Days on the 14<sup>th</sup> & 15<sup>th</sup> September 2024.

Alderman McIntyre expressed the hope that more buildings in Lisburn City Centre might be included in the 2025 programme as their inclusion would help to promote tourism.

The Director noted these comments for appropriate action through the Regeneration & Growth Committee, City Centre Management etc.

10.3 Hilden War Memorial – Additional Inscriptions  
Councillor G Hynds

Councillor G Hynds enquired as to when additional inscriptions might be made to Hilden War Memorial.

Whilst this was a matter for the Corporate Services Committee, the Director agreed to ascertain the current position with regard to Hilden War Memorial and the other war memorials and to ask Finance & Corporate Services' colleagues to revert to Councillor Hynds accordingly.

10.4 Four Winds Community Group – “Big Community Lunch”  
Councillor J Gallen

Councillor J Gallen congratulated the Four Winds Community Group on their recent “Big Community Lunch” in Colby Park on the 17<sup>th</sup> August 2024. Councillor Gallen also thanked the Council officers and the PSNI for their assistance which had resulted in a successful community day.

10.5 12<sup>th</sup> July 2025 – Dundonald  
Alderman S Skillen

Alderman S Skillen referred to Dundonald being a venue for a district 12<sup>th</sup> July commemoration in 2025 and asked that Council officers engage with the brethren of Dundonald Orange Hall as to any assistance that could be offered both in regard to the 12<sup>th</sup> July commemoration itself and also a beacon in the park event which it was holding as part of the celebrations.

The Director agreed to discuss this matter off-line with Alderman Skillen.

10.6 Consultation on Access – Billy Neill Park  
Alderman S Skillen

Alderman S Skillen enquired as to when the consultation on access was due to commence regarding the Billy Neill Park.

The Acting Head of Parks & Amenities agreed to revert to Alderman Skillen on this matter.

11. Confidential Report from Director of Leisure & Community Wellbeing

The reason for confidentiality was as set out in the agenda, ie:-

11.1 Hanging Baskets

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Report to be available in March 2025.

In Committee

It was proposed by Councillor T Mitchell, seconded by Councillor D Bassett and agreed that the Confidential Report of the Director be considered “in Committee”. (Recording was paused at this stage in proceedings, and any members of the press and public left the meeting.)

### 11.1 Hanging Baskets

Presented by the Acting Head of Parks & Amenities.

In addition to the narrative report of the Acting Head of Service, the Business Case for the provision of Hanging Baskets had been provided. An Equality/Good Relations Screening Document and a Rural Needs Impact Assessment Document were also provided and noted.

The Director and the Acting Head of Service responded to Members' questions.

It was proposed by Councillor T Mitchell, seconded by Councillor T Beckett and agreed to recommend that:-

- the report on the provision of Hanging Baskets be noted;
- the Business Case for the provision of Hanging Baskets be noted;
- Option 1 as contained in the report of the Acting Head of Parks & Amenities be accepted;
- the provision of Hanging Baskets continue to be reviewed in line with the Estimates' process.

The Director took on board the following suggestions:-

- that a future report be made to Committee on the provision of alternative floral displays, such as flower beds, rose beds etc;
- flower planting in the Council's area be considered by the Age Friendly Champion as an activity for senior citizens.

## 12. Any Other Business – Confidential

### 12.1 Dundonald International Ice Bowl – Opening hours of café Alderman S Skillen

Alderman S Skillen asked that the opening hours of the café at Dundonald International Ice Bowl be examined when the service was next out to tender. Alderman Skillen considered that opening hours should be extended to cater for persons using the facility in the evening.

The Director took note of these comments.

Councillor P Catney left the Chamber during this item. (7.15 pm)

12.2 Costs associated with Government funded activities of Council  
Alderman P Porter

Alderman P Porter referred to the budgets provided by Central Government to part-fund some of the Council's activities, such as Good Relations, and requested that a value-based exercise be undertaken to appreciate the outcomes of work delivered by staff.

The Director undertook to discuss this matter off-line with Alderman Porter.

Resumption of Normal Business

It was proposed by Alderman P Porter, seconded by Alderman A McIntyre and agreed to come "out of Committee". Normal business and audio recording were resumed.

13. Any Other Business

There were no further items raised.

The meeting concluded at 7.20 pm.

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MAYOR/CHAIR

## **LISBURN & CASTLEREAGH CITY COUNCIL**

### **Minutes of Meeting of the Environment and Sustainability Committee held in the Council Chamber, Island Civic Centre, on Wednesday 4 September 2024 at 6.00 pm**

#### **PRESENT IN CHAMBER:**

Councillor P Catney (Chairperson)  
Councillor G Hynds (Vice-Chairperson)  
Aldermen J Baird, O Gawith and A McIntyre  
Councillors S Burns, P Kennedy, C McCready, M McKeever, R McLernon and N Parker

#### **PRESENT IN REMOTE LOCATION:**

Alderman S Skillen  
Councillors A Gowan and G McCleave

#### **OTHER MEMBERS IN REMOTE LOCATION:**

Alderman M Gregg

#### **IN ATTENDANCE:**

Acting Director of Environmental Services (RH)  
Head of Service (Building Control & Sustainability) (CD)  
Head of Service (Waste Management & Operational Services) (WM)  
Acting Head of Service (Environmental Health, Risk & Emergency Planning) (SC)  
Climate and Sustainability Officer (GR)  
Mr K Bloomfield (Belfast City Council)  
Member Services Officers (CH, EW)

#### **Commencement of the Meeting**

The Chairperson, Councillor P Catney, welcomed those present to the meeting and advised that it would be audio recorded unless the item on the agenda was to be considered under confidential business. The Chair stated that unauthorised recording was not permitted, as per the Council's Standing Orders. The Chair asked that mobile phones be put on silent or switched off for the duration of the meeting. In accordance with the Protocol for Remote Meetings, the Chairperson asked that those attending via zoom to ensure that the meeting could not be seen or heard by any other person at their remote location when confidential business was being considered.

The Chairperson proceeded to outline the evacuation procedures in the case of an emergency.

The Chairperson, Councillor P Catney, expressed his thanks to Councillor McCready for his effective chairing of the Committee during his term of office.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of The Right Worshipful the Mayor, Councillor K Dickson and Alderman J Tinsley.

2. Declarations of Interest

The following interest was declared:

- Councillor M McKeever in respect of item 6.6 'Houses in Multiple Occupancy – Review of Licence Scheme Charges and Proposed Increase in Licence Fee from 1 October 2024' given that relatives own HMO property'.

3. Report by Acting Director of Environmental Services

3.1 Change of Date for January 2025 Environment & Sustainability Committee Meeting

The Director of Environmental Services reported that the regular scheduled monthly Environment & Sustainability meeting in January 2025 coincided with a Bank Holiday (New Years Day). It was suggested that the January Meeting of Environmental and Sustainability Committee be re-scheduled to be held on Thursday 9th January 2025, at 6.00pm.

It was proposed by Alderman O Gawith, seconded by Councillor P Kennedy and agreed to recommend that the change of date for the Environmental & Sustainability Committee, from Wednesday 1st January 2025 to Thursday 9th January 2025, with a commencement time of 6.00pm be approved.

4. Report by Head of Service (Building Control & Sustainability)

4.1 Update Report on the Council's Progress in Relation to Sustainability, External Influences and Activities of the Climate & Sustainability Officer

The Head of Service for Building Control and Sustainability introduced Gemma Richardson, Climate and Sustainability Officer, to the Committee.

In his report, the Head of Service set out the progress made by the Council in relation to Sustainability, the external influences that affect progress and an overview of the activities of the Climate and Sustainability Officer. An appendix report was circulated to Members and provided detailed information in relation to the following:

4.1 Update Report on the Council's Progress in Relation to Sustainability, External Influences and Activities of the Climate & Sustainability Officer (Cont'd)

- The Climate Emergency Declaration and the new role of the Climate & Sustainability Officer
- The strategic context and obligations
- New and awaited legislative targets
- Councils Strategy and Action Plan development
- Energy Management
- Training and Communications; and
- An update on latest NI GHG Figures.

Members were reminded that the Council declared a Climate Emergency in September 2021 and committed to playing its part in meeting net zero targets. Officers responded to a number of comments and questions from the Committee arising from the report.

Responding to a request made by a member of the Committee, Officers agreed to keep the Committee up to date on the timeline for communications as the plan developed.

Alderman M Gregg and the Chairperson, Councillor P Cartney both welcomed the Climate and Sustainability Officer, Ms Gemma Richardson, advising that she had the full support of the Committee on helping the Council to drive forward the agenda to meet net zero targets.

It was agreed to recommend that the update report on the Councils progress in relation to sustainability, external influences and activities of the Climate and Sustainability Officer be noted.

4.2 Street Naming Proposal off Ballynahinch Road, Carryduff

The Head of Service for Building Control and Sustainability reported that Oakridge Developments had proposed street names (first and second preference), as set out in his report, for a development of 10 dwellings and 9 apartments situated off the Ballynahinch Road, Carryduff. Members were provided with a copy of the development layout and additional information provided by the applicant in support of the naming application.

It was reported that Item 3.3 of the Councils Street Naming Policy identified that family names or the names of owners or former owners of land should not be considered for inclusion in the street naming however, the family name in this instance was responsible for building developments in the vicinity and can be linked with the historic development of the area.

It was proposed by Alderman J Baird, seconded by Vice-Chairperson, Councillor G Hynds and agreed to recommend that the street name Emerson Close be approved, to the proposed development of 10 dwellings and 9 apartments, situated off the Ballynahinch Road, Carryduff.

5. Report by Acting Head of Service (Environmental Health, Risk and Emergency Planning)

5.1 Consultation on the Local Government (Cremation) Regulations (NI) 2024

The Committee considered a report which provided information in connection with a consultation which had been issued by The Department for Communities, which sought views about the regulation of cremations conducted in crematoria that were operated and maintained by Councils. The Committee noted that the closing date for the consultation was 30 September 2024.

It was reported that whilst the 1961 Regulations regulated the provision of cremations carried out by Belfast City Council, they did not apply to crematoria provided and maintained by other councils and urgently needed to be updated to apply a common regulatory system to all council crematoria.

Copies of the Local Government (Cremation) Regulations (Northern Ireland) 2024 Consultation document, and the Council's draft response to the Consultation were circulated to Members for Consideration.

It was proposed by Vice-Chairperson, Councillor G Hynds, seconded by Alderman J Baird, and agreed to recommend that the Lisburn and Castlereagh City Council draft response to the Department of Communities Consultation, in relation to the Local Government (Cremation) Regulations (Northern Ireland) 2024, be approved for submission, prior to the closing date of 30 September 2024.

5.2 New Public Health Bill Consultation

The Committee considered a report which provided information in connection with a twelve-week consultation which had been launched by The Department of Health, which sought views on new health protection measures being implemented through a Public Health Bill to replace the current Public Health Act (NI) 1967. The Committee noted that the closing date for the consultation was 27 September 2024.

It was reported that the overarching principle of the legislation was to protect the population against various forms of infection and contamination and enable effective response to public health emergencies. The legislation provided powers and duties for the health management of, and mitigation against, infection and contamination including biological, chemical and radiological in addition to infectious diseases, which was the focus of the 1967 Act.

Members were provided with a copy of the draft response to be submitted on behalf of the Council for consideration.

It was proposed by Councillor N Parker, seconded by Councillor S Burns, and agreed to recommend that the Lisburn and Castlereagh City Council draft response to the New Public Health Bill Consultation, be approved for submission to the Department of Health, prior to the closing date of 27 September 2024.

5.3 Office of Product Safety & Standards (OPSS) Grant Funding for the Capacity and Capability Building Programme in Northern Ireland: Non-Food Products 2024/25

The Acting Head of Service for Environmental Health, Risk and Emergency Planning, set out in her report, the background and key information in relation to an offer by the Office of Product Safety & Standards (OPSS) of Grant Funding up to £55,000 for 2024/2025.

It was reported that from 2018, the OPSS, the national regulator for product safety, had worked with district Councils in Northern Ireland to enable them to undertake market surveillance (sampling, complaint investigation etc.) and provided advice and support to local businesses regarding product safety responsibilities. This had included a grant funding arrangement, either made directly to Council, or through a Service Level Agreement with a lead Council.

A list of funded activities for targeted and prioritised regulatory activity on non-food consumer goods had been circulated to Members for consideration.

It was proposed by Councillor C McCready, seconded by Alderman J Baird, and agreed to recommend that the acceptance of the 2024/2025 Grant offer of up to £55,000 from OPSS, the national regulator for product safety, for activities carried out, as detailed in the report by the Environmental Health, Risk and Emergency Planning Service Unit be approved.

5.4 Eat Well Spend Less Initiative 2024

The Acting Head of Service for Environmental Health, Risk and Emergency Planning, reported that Lisburn & Castlereagh City had delivered a successful 'Eat Well Spend Less Event' at Lagan Valley Island on 15th March 2024. The purpose of the event was to support Community Groups and members of the public to provide safe, nutritious food on a budget.

It was explained that the event, which was attended by 197 Community Group volunteers and members of the public, consisted of a Safety Presentation, Nutritious Food on a Budget Presentation and a Cookery Demonstration. Attendees were issued with a free Cookery Book – "101 Square Meals", Recipes and fridge thermometers.

Following a request made by Councillor C McCready at the May Meeting of the Environment and Sustainability Committee, in relation to the financial implications of running a similar event, the Acting head of service reported that based on an attendance of 200 people, the event would cost approximately £3,841.

It was proposed by Councillor C McCready, seconded by Alderman O Gawith, and agreed to recommend that the Eat Well Spend Less Initiative be approved to be held in 2024/2025.

### 5.5 Cemeteries Rules and Regulations Update

The Committee considered a report on the review and update of the existing operational Cemeteries Rules and Regulations procedures.

A copy of the most recently reviewed document, with changes highlighted, was circulated to Members for consideration.

Following discussion, it was proposed by Vice-Chairperson, Councillor G Hynds, seconded by Alderman A McIntyre, and agreed to recommend that the updated Cemeteries Rules and Regulations procedures be approved.

### 5.6 Memorandum of Understanding - Epizootic Disease

The Acting Head of Service for Environmental Health, Risk and Emergency Planning, set out in her report, the background and key information in relation to a Memorandum of Understanding (MOU) between DAERA (the user of the Service) and Lisburn & Castlereagh City Council (the provider of the Service) which set out the terms for provision of emergency assistance where an emergency has been declared as a result of a confirmed outbreak of Epizootic Disease.

It was reported that the purpose of the MOU was to set out the basis on which LCCC and other participating Councils would provide the Service to DAERA in the event that an Emergency is declared by DAERA.

The Committee were advised that DAERA would reimburse participating Councils the cost of:

- (a) Staff redeployed to assist with the Emergency.
- (b) Ancillary costs and any other service provision associated costs, for example, plant/equipment loaned by the district council.

The copy of the MOU was circulated to Members for information.

It was agreed to recommend that the Memorandum of Understanding - Epizootic Diseases between DAERA and LCCC be noted.

### 5.7 Out-of-Hours Dog Warden Service

The Committee considered a report in relation to interim measures which had been established for the operation of the Out of Hours Dog Warden Service (OOHDWS). Members were advised that the previous service provider, Hi-Tech Security Services, had withdrawn their service effective from 1st August 2024. As an interim measure, a new dedicated phone line (028 9244 7600) had been created which would allow members of the public to leave a voicemail message out-of-hours. The recorded message would advise callers that their request would be dealt with on the next available working day.

Members were reminded that an additional report would be tabled to a future Environment and Sustainability Committee meeting regarding options on future service provision, as previously agreed at the June meeting of the Environment and Sustainability Committee.

## 5.7 Out-of-Hours Dog Warden Service Cont'd

Officers responded to a number of comments and questions from the Committee arising from the report. Further to a request made by Councillor N Parker, it was agreed to include detail on the service activities that had been previously provided by the Out-of-Hours Contractor in the upcoming report.

Following discussion, it was agreed to recommend that the report on the interim Out-of-Hours Dog Warden Service be noted.

## 5.8 Food Control Service Plan 2024/25

The Committee considered a report in relation to the Lisburn and Castlereagh City Council Food Control Service Plan 2024/2025. It was reported that the Food Standards Agency (FSA) required each competent authority to have an up-to-date, documented Food Service Plan, readily available to food business operators (FBOs) and consumers. It was further explained that the Food Service Plan for 2024/2025 had been developed in order to meet the requirements outlined in the Framework Agreement.

A copy of the Food Control Service Plan 2024/2025 had been circulated to Members for information. It was agreed to recommend that the content of the Food Service Plan for 2024/2025 LCCC be noted.

The Chair, Councillor P Catney, advised that Any Other Business would be considered at this point in the meeting.

## 6. Any Other Business (Agenda Item 7.0 refers)

### 6.1 Off Street Carparking Report Update Councillor G Hynds

Responding to a query raised by Vice-Chairperson, Councillor G Hynds, in relation to a previously requested report around free off-street carparking hours; the Acting Director of Environmental services advised a report on the matter of Carparking was tabled for the October meeting of the Environment and Sustainability Committee.

### 6.2 Lancaster Park Site Visit Councillor M McKeever

Councillor M McKeever informed the Committee that through his membership of the All Party Group on Climate Action, he was due to attend a site visit to Lancaster Park, situated at Cairnshill (Northern Ireland's first large-scale passive housing scheme), and agreed to update Members on the site visit at the next Meeting of the Environment and Sustainability Committee.

6.3 Water Refill Stations  
Councillor N Parker

Responding to a request made by Councillor N Parker in relation to the rolling out of further Water Refill Stations to all Council owned facilities; the Acting Director for Environmental Services agreed to investigate further and table a report on the matter at a future meeting of the Environment and Sustainability Committee.

6.4 Bulky Waste Collections – American Fridge Freezers and Appointment Wait Times  
Alderman M Gregg

In response to a query raised by Alderman M Gregg in relation to American Fridge Freezer bulky waste collections; the Head of Service for Waste Management and Operational Services confirmed that this type of collection was now possible due to the recent delivery of a new vehicle.

Responding to a request made by Alderman M Gregg, the Officer further confirmed that wait time appointments for bulky waste collections were between ten days and three weeks, and an options paper for the Bulky Waste Collection Service would be tabled to a future meeting of the Environment and Sustainability Committee.

6.5 Household Recycling Centre, Dundonald  
Alderman S Skillen

Alderman S Skillen requested an update on the report that had previously been requested at the meeting of Environment and Sustainability Committee in June 2023, on the feasibility of a HRC site in Dundonald. The Acting Director of Environmental Services provided an update to the Committee on the matter, reporting that a feasibility study on a HRC site located in Dundonald and the redevelopment of the HRC site in Carryduff, were currently included in the capital programme for consideration.

6.6 Bulky Waste Collection Wait Time

Officers responded to a number of questions and concerns raised by Members in relation to lengthy wait times for bulky waste collections. Councillor A Gowan agreed to forward a personal appointment communication that he had received for a bulky waste collection, to the Head of Service for Waste Management and Operational Services.

6.7 Heating Oil Leak  
Chairperson, Councillor P Catney

The Chairperson, Councillor P Catney updated the Committee on a strong smell of heating oil which was currently present around the River Lagan at Queensway. It was reported that the Rivers Agency had identified the source of the problem which was in the process of being resolved.

7. Confidential Report by the Acting Director of Environmental Services (Agenda Item 6.0 refers)

The Chairperson, Councillor P Catney, advised that the confidential report items would be dealt with “In Committee” due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

“In Committee”

It was proposed by Councillor M McKeever, seconded by Councillor P Kennedy and agreed that the following matters be considered “in Committee”, in the absence of members of the press and public being present.

The member of the press seated in the public gallery left the Council Chamber (7.23 pm).

7.1 Residual Waste Disposal Update  
(Report will never be made available)

Alderman S Skillen left the meeting remotely (7.25 pm).

Presented by the Head of Service for Waste Management and Operational Services. It was agreed to recommend that the residual waste disposal update be noted.

7.2 Tender for the Provision of a Haulage Service for Residual and Green Wastes from Council Household Recycling Centres  
(Redacted report will be made available following Council ratification)

Presented by the Head of Service for Waste Management and Operational Services.

It was proposed by Alderman J Baird, seconded by Councillor R McLernon and agreed to recommend that the progression of a Single Tender Action for the provision of a haulage service for residual and green wastes from Council Household Recycling Centres, as detailed in the report be approved, for the period 1 October 2024 to 31 March 2025.

7.3 Tender for the Provision of a Service for the Recycling and Recovery of Residual and Bulky Wastes for Council Household Recycling Centres  
(Redacted report will be made following Council ratification)

Presented by the Head of Service for Waste Management and Operational Services.

It was proposed by Alderman J Baird, seconded by Councillor P Kennedy and agreed to recommend that the progression of a Single Tender Action for the provision of a service for the recycling and recovery of residual and bulky wastes from Council Household Recycling Centres, as detailed in the report be approved, for the period 12 October 2024 to 11 March 2025.

7.4 Procurement of Four (4) New Replacement RCVs  
(Report will be made available following Council ratification)

Councillor A Gowan left the Chamber (7.24 pm).

Councillor N Parker left the Chamber at 7.39 pm and rejoined the meeting remotely (7.49 pm).

Presented by the Head of Service for Waste Management and Operational Services. Officers responded to a number of comments and questions from the Committee arising from the report.

It was proposed by Councillor C McCreedy, seconded by Alderman J Baird and agreed to recommend that the procurement of the Four (4) new RCVs be approved.

Following lengthy discussion, it was further proposed by Alderman J Baird, seconded by Alderman O Gawith and agreed to recommend that Officers investigate a possible increase to the capital budget as soon as possible, to support and progress further purchases of new fleet, to ensure continued provision of services that the Council are legally obliged to deliver.

7.5 2024-25 Quarter 1 Insurance Claims Reports  
(Report will be made available following Council ratification minus appendix)

Presented by the Acting Director of Environmental Services. It was agreed to recommend that the 2024/2025 Quarter 1 Insurance Claims reports and associated appendix be noted.

7.6 Houses in Multiple Occupancy - Review of Licence Scheme Charges and Proposed Increase in Licence Fee from 1 October 2024  
(Redacted report will be made following Council ratification)

Councillor M McKeever left the chamber (8.02 pm).

Mr K Bloomfield, Belfast City Council, presented this item of business.

Following discussion, it was proposed by Alderman J Baird, seconded by Councillor R McLernon and agreed to recommend that:

- the increase of the HMO licence application fee to the maximum permissible under the 2019 Regulations; and
- increase the costs of varying an HMO licence, as detailed in the report be approved.

8. Any Other Business (Confidential)

Councillor M McKeever returned to the chamber (8.09 pm).

8.1 Abandoned Property  
Acting Director of Environmental Services

The Acting Director of Environmental Services provided a verbal update to Members in relation to abandoned properties in the area. It was reported that a workshop for Members would be arranged in the near future. Responding to a question raised by a Member of the Committee, the Acting Director agreed that the workshop would be held in the evening.

8.2 Terms of Reference Presentation -  
Environment and Sustainability Committee  
Acting Director of Environmental Services

The Acting Director of Environmental Services reminded Members that a short presentation on the Committees Terms of Reference would take place directly after the close of that evening's meeting.

8.3 Commercial Use Fees - HRC Sites  
Councillor C McCready

Responding to Councillor C McCready's query in relation to commercial fees for HRC sites; Officers informed the Committee that fees were regularly reviewed as part of the annual review of schedule of charges. It was further reported that fees were benchmarked against other Councils.

Resumption of Normal Business

It was proposed by Councillor C McCready, seconded by Alderman J Baird and agreed to come out of Committee and normal business was resumed.

There being no further business, the meeting concluded at 8.15 pm.

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Chairperson

# LISBURN & CASTLEREAGH CITY COUNCIL

## Minutes of Meeting of the Regeneration & Growth Committee held in the Council Chamber, Island Civic Centre, The Island, Lisburn on Thursday 5<sup>th</sup> September 2024 at 6.15 pm

### PRESENT IN THE CHAMBER:

Alderman A Grehan (Chairperson)

Alderman A G Ewart MBE (Vice Chairperson)

The Right Worshipful the Mayor, Councillor K Dickson

Alderman J Baird

Councillors P Burke, A Gowan, J Harpur, C Kemp, J Lavery BEM, U Mackin, A Martin, C McCready and N Parker

### REMOTE ATTENDANCE:

Alderman M Gregg

### IN ATTENDANCE

Director of Regeneration & Growth  
Head of Economic Development  
Head of Planning & Capital Development  
Head of Assets  
Tourism Development Manager  
Economic Development Manager  
Member Services Officers (BS and EW)  
IT Officer

### Commencement of Meeting

The Chairperson, Alderman A Grehan, extended a welcome to all present at the September meeting of the Committee which was the first meeting of the Committee for the 2024/2025 year.

The Member Services Officer read out the names of Elected Members and Officers in attendance at the meeting.

The Chairperson reminded those present that the meeting was being audio recorded unless the item was being considered under confidential business and asked that any Member entering or leaving the meeting advise the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

The Director of Regeneration & Growth outlined the evacuation procedures in the case of an emergency.

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillors J Gallen and T Mitchell.

2. Declarations of Interest

There were no declarations of interest declared at the meeting.

3. Report of Head of Economic Development

3.1 Draft Tourism Strategy and Action Plan 2024 - 2029

The Head of Economic Development's report outlined the background and key issues in connection with the Council's draft Tourism Strategy and Action Plan 2024-2029.

The Tourism Development Manager was in attendance in order to respond to questions from Members on the draft Tourism Strategy and Action Plan for 2024-2029.

The Head of Economic Development reminded the Committee that at the June Regeneration and Growth Committee a summary version of the Tourism Strategy and Action Plan had been presented by the Tourism Manager. Feedback had been received and changes subsequently made to the wider Strategy, the detail of which had been set out in the Officer's report.

It was noted that two workshops for Committee Members had taken place - one in January 2024, and more recently in July 2024 when more information had been provided on the emerging priorities, growth targets and key strategic pillars.

The Committee had been furnished with a copy of the undernoted documents:

- Draft Summary Tourism Strategy and Action Plan 2024-2029
- Draft Tourism Strategy and Action Plan 2024-2029
- Consultation Questionnaire

It was proposed by the Vice Chairperson, Alderman A G Ewart, seconded by Councillor N Parker, and agreed to recommend that:

- a) the Strategy and Action Plan be issued for an eight-week public consultation exercise,
- b) a final draft Tourism Strategy and Action Plan be presented to Committee following the public consultation, and

### 3.1 Draft Tourism Strategy and Action Plan 2024 – 2029 (Cont'd)

- c) in addition to the Officer's recommendations,
- i) a further £50,000 be made available from a suitable budget to increase the promotion of the Council as a tourism destination, in particular in regard to the Balmoral Show and other tourist attractions, and
  - ii) consideration be given to replacing the photograph on the front of the Tourism Strategy and Action Plan document.

Comments were also noted in connection with the introduction of water bottle filling stations in Council facilities. The Head of Economic Development undertook to liaise with colleagues in Environmental Health about discussions that had taken place the previous evening at the Environment & Sustainability Committee meeting.

### 3.2 Labour Market Partnership – Final Action Plan and Funding Contract 2024-2025

The Head of Economic Development's report outlined the background and key issues in connection with the Labour Market Partnership Final Action Plan and Funding Contract 2024/2025 which was funded by the Department for Communities (DfC).

The Head of Economic Development reminded the Committee that it had considered and agreed the draft Action Plan at its meeting in June 2024 in order that the initiatives funded exclusively from the Council's match funding could proceed, and the planning for the delivery of the associated initiatives could progress subject to funding.

The Committee had been furnished with a copy of the final Action Plan along with a detailed LMP funding matrix.

It was noted from the Head of Economic Development's report that in line with the ongoing budget issues within the Department, DfC had confirmed on 7 June 2024, that while funding for 2024/25 had been secured, this would be resourced over two financial years. This grant included for the funding of the agreed proportions of resource funding of administration costs.

Further to the Officer's report, the Head of Economic Development reported verbally that the Council was now in receipt of the final Letter of Offer from the Department for Communities for the full amount of funding.

It was noted that the programmes for delivery under the LMP Action Plan 2024/25 would also feed into the Council's Performance Improvement Plan, in terms of a target of 90 people receiving support, and the delivery of a specific employment based training programme for the disabled. It was further noted that DfC had requested that the Council

### 3.2 Labour Market Partnership – Final Action Plan and Funding Contract 2024-2025 (Cont'd)

takes part in a pilot programme within projects in Lisburn and North Belfast, the aim of which was to reflect how the Labour Market Partnership in these areas had been able to access specific groups to meet employment opportunities.

In response to a request from a Member the Head of Economic Development undertook to provide the Member with analysis of the outcomes of previous Labour Market Partnership initiatives.

It was proposed by Alderman J Baird, seconded by Councillor C Kemp, and agreed to recommend that the final Labour Market Partnership Action Plan 2024/2025 be noted and that the associated projects proceed to delivery in view of the necessary Letter of Offer having been received.

### 3.3 Integrated Marketing Campaign Annual Review

The Head of Economic Development outlined the background and key issues in connection with the annual review of the Council's Integrated Marketing Campaign.

The Head of Economic Development advised that two marketing campaigns had been completed since awarding the tender to Rumour Mill Creative Communications last October, namely Christmas & Lisburn Light Festival 2023 and Spring 2024.

The Committee had been furnished with the following:

- an evaluation for the aforementioned campaigns, it being noted that the evaluation for Summer 2024 would be presented to a future meeting of the Regeneration and Growth Committee meeting,
- a summary page of outcomes in connection with the 2023 Campaign, and
- a summary of the outcomes of the 2024 Campaign (March/April).

The Head of Economic Development referred to the Council's emerging LCCC Tourism Strategy and Action Plan which took stock of all the research, consultations and situation analysis to highlight experiences and things to do in the area. In particular, the Christmas and Lisburn Light Festival 2023 proved to be very successful in terms of generating new business for city centre traders and increasing the city centre's positive profile across Northern Ireland and the Republic as a shopping destination.

The Head of Economic Development responded to comments from Members in regard to:

- social media and how that equated to increased footfall,
- the benefits of using more than one radio station for advertising,

### 3.3 Integrated Marketing Campaign Annual Review (Cont'd)

- a request that consideration be given to the Council's logo being better positioned on branded advertisements
- the importance of having improved attractions as a result of increased expenditure on advertising.

It was proposed by Councillor C Kemp, seconded by Councillor U Mackin, and agreed to recommend that:

- a) the findings of the evaluations of the Christmas and Lisburn Light Festival 2023, and the Spring 2024 marketing campaign be noted,
- b) Officers commence year 3 of the tender for delivery of Integrated Marketing services, and
- c) the next 3-year period 2025-2028 of the Integrated Marketing Campaign be publicly procured.

### 3.4 Regional Tourism Partnership - Visit Belfast Annual Service Level Agreement

The Head of Economic Development outlined the background and key issues in connection with the Regional Tourism Partnership and the Visit Belfast Annual Service Level Agreement, a copy of which had been appended to the report circulated.

The Committee also had been furnished with an evaluation report which detailed the breakdown of all activity for the 2023/24 financial year, it being noted that all targets had been met from the outgoing service level agreement. The Officer's report detailed a number of the highlights from the evaluation report.

The Tourism Manager and the Director responded to questions and comments from a Member about the possibility of obtaining monthly figures on the number of enquiries about this Council area, and also in regard to the importance of Council staff being in attendance in the Visit Belfast centre on occasions in order to better promote the Council's attractions and events.

It was proposed by Alderman J Baird, seconded by Councillor J Lavery, and agreed to recommend that:

- a) the Council continues its long-standing membership of Visit Belfast, at a cost of £30,000 plus a further £6,500 for the 'Gold' promotional package for a further year, and

### 3.4 Regional Tourism Partnership - Visit Belfast Annual Service Level Agreement (Cont'd)

- b) the Chairperson and Vice Chairperson be nominated to participate in the Annual Industry Forum. Members were encouraged to take advantage of this facility to seek to influence the future delivery of the partnership.

## 4. Report by the Head of Planning & Capital Development

### 4.1 Council Validation Checklist Requirements

The Head of Planning & Capital Development outlined the background and key issues in connection with the requirement of the Council to develop a Validation Checklist the aim of which was to improve the quality and completeness of planning applications coming into the system. It was noted that progress was being made currently in the drafting of legislation by the Department for Infrastructure in respect of Validation Checklist requirements.

The Head of Planning & Capital Development reported that the need for a checklist was an agreed objective of the Council's Performance Improvement Plan 2024/25, and was also part of a wider programme of improvements which were to be delivered in accordance with a Service Improvement Programme which was identified in the Plan to be implemented by end of the 2024/25 business year. A copy of the draft Council Validation Checklist Requirements document had been appended to the Officer's report which also included a link to the Council's Performance Improvement Plan for 2024/2025.

It was proposed by Alderman J Baird, seconded by Councillor C Kemp, and agreed to recommend that:

- a) the draft Council Validation Checklist Requirements document and associated validation matrix be agreed, and
- b) the document be published to the Council website and implemented with effect from the date the proposed legislation takes effect.

### 4.2 Procedure for dealing with Section 76 Planning Agreements for Affordable Housing

The Head of Planning & Capital Development outlined the background and key issues in connection with the development of a procedure for dealing with Section 76 Planning Agreements for affordable housing. The aim of such a procedure was to improve the timeliness of the process and to ensure the responsibilities of the relevant participants were clearly understood.

#### 4.2 Procedure for dealing with Section 76 Planning Agreements for Affordable Housing (Cont'd)

The Committee had been furnished with a copy of a draft procedure had been developed setting out the obligations of the applicant for preparing the draft agreement and associated title information. The draft procedure also highlighted the actions the Council would follow on receipt of the agreement and the timescales for responding.

It was noted that the draft procedure provided detail and timescales in relation to:

- Requesting information for applicant/agent
- Receipt of draft agreement
- Post Planning Committee

The Director of Regeneration & Growth having responded to comments from a Member in regard to issues raised at the previous meeting of full Council on Section 76 agreements, referred to plans for a workshop for Members which would address the issues raised.

It was proposed by Alderman J Baird, seconded by Councillor J Lavery, and agreed to recommend that:

- a) the draft procedure, as circulated, for dealing with Section 76 Planning Agreements be approved, and
- b) the procedure be published on the Planning Section of the Council website.

#### 4.3 Local Development Plan 2032 – Quarterly Update

The Committee noted a report by the Head of Planning & Capital Development on the quarterly update on the Local Development Plan 2032.

The report detailed a number of on-going work areas associated with the Council's Local Development Plan and also a pilot programme in which the Plan team had been involved, the aim of which was to capture monitoring data on the amount and type of developments approved in the Council area.

The following related documents had been appended to the Officer's report:

- a) Copy correspondence from NI Water (NIW) dated on 30 July 2024 advising that within its 2024/25 budget allocation, and with a likely budget allocation in 2025/26, it would have limited ability to increase capacity for new connections to the wastewater system.

#### 4.3 Local Development Plan 2032 – Quarterly Update (Cont'd)

- b) NIW's annual summary of wastewater capacity in the Council area. This includes a traffic light system as a clear visual representation of current wastewater capacity and future capacity based on growth. This indicates that relatively few of the treatment works are beyond, or nearing capacity. This may offer some surety for future developments.

The Head of Planning & Capital Development responded to questions from a Member in connection with on-going traffic issues in Moira and the issue of processing times for planning applications. Another Member raised the issue of planning applications for agricultural developments experiencing delays due to environmental issues. The Head of Planning & Capital Development undertook to re-circulate the most recent correspondence from DAERA which demonstrated that consultation responses were being returned on a timely basis.

It was agreed that the Local Development Plan Quarterly Update report and the appended documents be noted.

### 5. Report by the Director of Regeneration & Growth

#### 5.1 Rescheduling of the February 2025 Meeting of the Regeneration & Growth Committee

It was proposed by Alderman J Baird, seconded by Councillor C Kemp, and agreed to recommend that the date of the February 2025 meeting of the Committee be changed from Thursday 6<sup>th</sup> February 2025 to Thursday 13<sup>th</sup> February 2025 in order to accommodate a special meeting of Council to strike the rate.

### 6. Any Other Business

There was no other business raised by Members.

### 7. Confidential Report from Director of Regeneration & Growth

The Chairperson, Alderman A Grehan, advised that confidential report items were required to be considered under confidential business due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information). In addition the report at item 7.3 was confidential due to information likely to reveal the identity of an individual.

Alderman M Gregg left the meeting during consideration of Confidential Business.

### In Committee

It was proposed by Alderman J Baird, seconded by Councillor C Kemp, and agreed that the Confidential Reports be considered “in Committee” in the absence of press or members of the public. The audio recording was paused at this stage in proceedings.

- 7.1 Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation Programme (TRPSI)  
(Redacted Report to be published when funding has received Ministerial approval, estimated October 2024)

The Committee considered a report outlining the background and key issues in connection with the Rural Business Development Grant Scheme, which was funded by DAERA as part of the TRPSI Programme.

The Committee had been furnished with copy correspondence from DAERA dated 21 June 2024 by way of an update on the 2024/2025 funding position for this scheme.

It was agreed that the update report on the Rural Business Development Grant Scheme, including the correspondence from DAERA, be noted. It was also noted that local constituency networks would be utilised to promote this funding opportunity to appropriate third parties in advance of the formal call for applications.

- 7.2 BRCD Destination Royal Hillsborough  
(Redacted Report to be published post all partner governance approvals, estimated October 2024)

The Committee considered an update report on the Belfast Region City Deal’s Destination Royal Hillsborough programme.

A number of related documents in connection with the delivery of the Destination Royal Hillsborough programme had been appended to the Director’s report.

The Director of Regeneration & Growth responded to questions from a Member on a key issue relating to the Destination Royal Hillsborough project. The Director, having noted a number of comments from other Members, undertook to provide additional information on the issues raised to Committee Members, as well as Members representing Downshire East DEA, at a pre-briefing session ahead of the forthcoming meeting of the panel Members on BRCD.

It was proposed by Councillor J Lavery, seconded by Councillor C McCready, and agreed to recommend that the recommendations, as set out in the report circulated, be approved.

In response to a further question the Director undertook to provide information to the Member on the Park Street matter.

### 7.3 European Regional Development Fund (ERDF) Evaluations

(Redacted Report to be published when information no longer commercially sensitive)

The Committee considered a report outlining the background and key issues in connection with the evaluations of the undernoted European Regional Development Fund (EDRF) programmes, namely:

- a) Mentor Growth Programme,
- b) Digi Growth Programme, and
- c) Sales and Export Trade Development Programme –

Copies of the full evaluation reports had been appended to the Director's report.

It was agreed that the the evaluation reports for the three above-mentioned programmes funded under the EU Investment for Growth and Jobs Programme 2014-2020 be noted.

### 7.4 Lease Amendment Request

(Redacted Report to be published post ratification)

The Committee considered a report outlining the background and key issues in connection with a lease amendment request by a local sporting club.

It was proposed by Councillor C Kemp, seconded by the Vice Chairperson, Alderman A G Ewart, and agreed to recommend that the Council consents to the Deed of Rectification, for the reasons as outlined in the report circulated.

### 7.5 Tolerton Sports Zone, Seymour Hill

(Redacted Report to be published post ratification, and signing & sealing)

Councillor A Gowan left the meeting at 7.52 pm.

The Committee considered a report detailing the background and key issues in connection with the lease for the Tolerton Sports Zone at Seymour Hill.

It was proposed by Councillor N Parker, seconded by Councillor C McCready, and agreed to recommend that the Council consents to the renewal of the lease of Tolerton Sports Zone for a further five-year term, as outlined in the report.

### 7.6 Leasing of Pitch, Lough Moss Leisure Centre

(Redacted Report to be published post ratification, and signing & sealing)

Councillor U Mackin and the Economic Development Manager left the meeting at 7.53 pm.

The Committee considered a report detailing the background and key issues in connection with the leasing of the sports pitch at Lough Moss Leisure Centre, Carryduff.

## 7.6 Leasing of Pitch, Lough Moss Leisure Centre (Cont'd)

The Director of Regeneration & Growth and the Head of Assets responded to questions from two Members in connection with leasing of Council assets and maintenance of assets that are leased.

It was proposed by the Vice Chairperson, Alderman A G Ewart, seconded by Alderman J Baird, and agreed to recommend that the Council consents to the letting of pitch number 5i at Lough Moss Leisure Centre to Carryduff Colts on the terms stated in the report with a subsequent lease being presented for signing and sealing. A copy of the signed off Business Case had been appended to the Director's report.

## 7.7 Unit 4C, Omni Park, Dundonald (Redacted Report to be published post ratification)

Councillor C McCreedy left the meeting at 8.08 pm.

The Committee considered a report in connection with the letting of Unit 4C at the Omni Park Dundonald.

It was proposed by Councillor J Lavery, seconded by Councillor C Kemp, and agreed to recommend that the new tenancy, as outlined in the report circulated, be approved.

## 7.8 Queen Elizabeth II Playing Fields Site

The Committee considered a report outlining the background and key issues in connection with the leasing of land to a local sporting club on land adjacent to the Queen Elizabeth II Playing Fields.

It was proposed by Councillor C Kemp, seconded by Alderman J Baird, and agreed to recommend that the granting of a lease of the land adjacent to the Queen Elizabeth II Playing Fields to the sporting club concerned be approved to allow the new development to proceed.

# 8. Any Other Confidential Business

## 8.1 Update Report on CityWatch CCTV

In response to comments from a Member, the Director advised that an update report on CityWatch CCTV would come before the Committee at the earliest opportunity.

## 8.2 Update on Lisburn City Centre Toilet Provision

In response to comments from a Member, the Director advised that an update report on City Centre Toilet Provision would come before the Committee at the earliest opportunity.

### Resumption of Normal Business

It was proposed by Councillor J Lavery, seconded by Alderman J Baird, and agreed to come out of Committee and normal business was resumed.

### Conclusion of Meeting

The Chairperson thanked everyone for their attendance and there being no further business for consideration the meeting was concluded at 8.15 pm.

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Chairperson

CSC 11.09.2024

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## **LISBURN & CASTLEREAGH CITY COUNCIL**

### **Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 11<sup>th</sup> September 2024 at 6.00 pm.**

#### **PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Councillor The Hon N Trimble (Chair)  
Councillor N Eaton (Vice-Chair)  
Aldermen A Ewart MBE, M Gregg, A Grehan and H Legge  
Councillors P Burke, A Ewing, A Givan, J Harpur, B Higginson, C Kemp, J Lavery BEM, and G McCleave

#### **OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER**

Councillor G Hynds

#### **IN ATTENDANCE:**

Chief Executive (Remote)  
Director of Finance & Corporate Services  
Director of Organisation Development & Innovation  
Director of Regeneration & Growth  
Director of Environmental Services (Acting)  
Head of Assets  
Head of Communities  
Head of Corporate Communications & Administration  
Head of Economic Development  
Head of Finance  
Head of Human Resources & Organisation Development  
Head of Planning & Capital Development  
Capital Programme Manager (Acting)  
Capital Accountant  
Member Services Officers (RN & EW)

#### **Commencement of Meeting**

The Chair welcomed those present to the meeting, in particular Councillor Jamie Harpur who had replaced Michelle Guy on the Council upon her membership of the Northern Ireland Assembly.

The Chair reminded Members that attendance at meetings could now be on a remote basis as well as in person. The names of those Elected Members who were in attendance at the meeting, both in person and on a remote basis, were read out by the Member Services Officer.

The meeting would be audio recorded unless the item on the agenda was to be considered under confidential business. Unauthorised recording was not permitted, as per 8.5 of the Council's Standing Orders. Mobile phones were to be turned off or on silent mode for the duration of the meeting.

The Director of Finance & Corporate Services outlined the evacuation procedures in the case of an emergency.

Finally, the Chair asked that any Member entering or leaving the meeting alert the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

### 1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful The Mayor, Councillor K Dickson; the Deputy Mayor, Councillor R Carlin; and Councillor T Beckett.

### 2. Declarations of Interest

The Chair invited Members to declare any interests they might have in relation to the business of the meeting and reminded them of the requirement that they complete Declaration of Interest forms in this regard which had been provided with the papers for the meeting and which were also available in the Chamber.

The following Declaration of Interest was made during the course of the meeting:-

- Councillor A Ewing – Item 7.3 of Confidential Report – “Capital Programme Movements - Item re Wallace Park Tennis Development”. (Member of Wallace Park Tennis Courts)

### 3. Report of Director of Finance & Corporate Services

#### 3.1 Government Budget Consultations

The Head of Communities and the Head of Planning and Capital Development were present and available to answer questions on the responses to the Department of Health and the Department of Infrastructure.

In addition to the narrative report, responses in regard to Public Equality Impact Assessment consultations on funding proposals as part of the budget settlements for the 2024-2025 year by the following departments had been provided with the report:-

### 3.1 Government Budget Consultations (Continued)

- Department for Communities;
- Department of Health (closing date of 29<sup>th</sup> August 2024);
- Department for Infrastructure (Closing date of 6<sup>th</sup> September 2024);
- The Executive Office (closing date of 12<sup>th</sup> September 2024).

The timelines for responses had not been conducive for being presented to Committee for approval, and furthermore, the departments had sought early submissions so that they might have adequate time to consider their content.

It was proposed by Councillor C Kemp, seconded by Councillor A Givan and agreed to recommend that:-

- the response to the Department for Communities be noted – the Chair and Vice-Chair of the Committee having been delegated authority in June 2024 to agree the response for submission;
- the responses to the Department of Health and the Department for Infrastructure be noted, and that the submission of those responses be agreed on a retrospective basis;
- the response to the Executive Office be agreed and retrospective approval for its submission be agreed by the Committee through Council.

Alderman H Legge entered the Chamber during presentation of this item.  
(6.05 pm)

## 4. Report of Head of Corporate Communications & Administration

### 4.1 Somme Pilgrimage

#### 4.1.1 Somme Pilgrimage 2024

A report prepared by the Chief Executive in relation to the attendance of the Council's participants in the 2024 Somme Pilgrimage was provided and its content duly noted.

Councillor N Eaton, one of the participants in the 2024 Somme Pilgrimage, expressed her thanks for the opportunity to attend the Pilgrimage and for the arrangements which had been put in place. Councillor Eaton had found the Pilgrimage to be a most poignant experience.

#### 4.1.2 Somme Pilgrimage 2025

The Head of Service referred to the decision of the Committee in September 2023 that the composition of attendees at future Somme Pilgrimages be the Mayor of the Day, the Chair of the Day of the Corporate Services Committee and the Chief Executive (or his nominee) as the Lead Officer; plus up to two Members preferably from parties not already represented by the Mayor and Committee Chairman and who have not represented the Council in past years. This would mean that only one vehicle would be required.

The Committee noted that work would commence in the near future to identify the 2025 attendees, thereby allowing flights and accommodation to be secured at best value.

#### 4.2 2025 Anniversaries Programme

The Committee was reminded that 2025 marks the 80<sup>th</sup> anniversary of the end of World War II.

In addition to the narrative report, copies of the undernoted items had been provided:-

- copy e-mail dated the 17<sup>th</sup> July 2024 from the Pageantmaster to NILGA regarding celebratory events on the 8<sup>th</sup> May 2025 to mark the 80<sup>th</sup> anniversary of VE Day;
- draft terms of reference for a Council working group entitled “2025 Anniversaries Working Group”.

Whilst a communication had only been received in regard to VE Day 80 commemorations, a number of other anniversaries would take place in 2025 including the 80<sup>th</sup> anniversary of VJ Day and the Armistice/Remembrance, and it was likely that communications would be received from the Pageantmaster about commemoration of those events also.

It was proposed by Councillor B Higginson, seconded by Councillor A Ewing and agreed to recommend that:-

- the 2025 Anniversaries Programme be supported;
- Lisburn & Castlereagh City Council be officially registered as part of the VE 80 programme by the 30<sup>th</sup> April 2025 and for any other similar events by their respective closing dates;
- a working group as outlined in the report be established in order to deliver a suitable programme of events for VE Day 80 and other anniversaries associated with the end of World War II. The working group would agree its Terms of Reference at its first meeting;

#### 4.2 2025 Anniversaries Programme (Continued)

- party nominations for the working group be provided to the Acting Member Services Manager by the 26<sup>th</sup> September 2024.

The Head of Service advised that updates from the working group would be reported as appropriate through the Committee, together with approval requested for any associated programmes and budget requirements.

#### 4.3 Royal British Legion Festival of Remembrance 2024 Saturday 2<sup>nd</sup> November 2024 – Belfast Waterfront Hall

In addition to the narrative report, the Committee was provided with a copy of a letter dated the 19<sup>th</sup> July 2024 from the Royal British Legion Festival of Remembrance Committee in regard to the above event and its associated programme.

The organisers of the event had been contacted and - should the sponsorship of the advertisement be recommended for approval - they would accept submission of the advertisement at a later date than that stipulated in their letter.

It was proposed by Councillor B Higginson, seconded by Alderman A Grehan and agreed that:-

- the Council sponsor a half page advertisement in the Festival of Remembrance programme at a cost of £500.00;
- five tickets for the event be purchased (price not yet confirmed but had been £25.00 per ticket in 2023); the attendees to be Mayor & Guest; Chair and Vice-Chair of Corporate Services Committee, and the Veterans' Champion, or their nominees.

All other Members of Council were encouraged to attend the event, the purchase of tickets being at their own expense.

The Head of Communities left the Chamber during this item. (6.15 pm)

#### 4.4 Area Integrated Partnership Boards

The narrative report of the Head of Service reported extensively on the development and implementation of the Integrated Care System for Northern Ireland (ICS NI) which is the new framework for planning health and social care services in Northern Ireland.

To support the ICS NI, five Area Integrated Partnership Boards (AIPBs) are being established to work locally in partnership with others to identify local needs, agree priorities etc.

#### 4.4 Area Integrated Partnership Boards (Continued)

Work is ongoing so that ICS NI can stand up in shadow form from Autumn 2024. Work is also ongoing on the establishment of the Regional ICS Partnership Forum and the Shadow AIPBs in the Southern, South Eastern and Western areas. The Shadow AIPBs in the Belfast and Northern areas will be stood up in due course.

The Department of Health is seeking a single councillor nomination from each relevant council in the AIPB area. Lisburn & Castlereagh City Council straddles the geographical area of two AIPBs, ie Belfast and South Eastern, therefore a Council nomination for each of those two areas is being sought.

It is expected that a Shadow AIPB member will undertake a term of up to four years pending regulations' approval with a typical commitment being one day per month for attendance at Shadow AIPB meetings.

Being an external appointment Council process, it is appropriate to allocate these places during the D'Hondt mechanism and – on this occasion – selection falls to APNI and UUP.

It was proposed by Alderman A Grehan, seconded by Alderman H Legge and agreed to recommend that the Council's nominations to the Belfast Area Integrated Partnership Board (AIPB) and to the South Eastern AIPB (one for each AIPB) be made on the basis of the D'Hondt system with the positions being allocated to the APNI (1<sup>st</sup> choice) and the UUP.

The names of the nominated Members would be provided by their relevant Nominating Officers.

Expressions of Interest for the AIPBs had closed on the 6<sup>th</sup> September. The Department of Health had been advised that this matter was on the agenda for the meeting of the relevant standing committee on the 11<sup>th</sup> September. Nominations would be processed in advance of Council ratification.

The Director of Regeneration & Growth entered the Chamber during presentation of this item. (6.17 pm)

#### 5. Report of Head of Finance

##### 5.1 Estimates 2025-2026 – Schedule of Meetings

A draft programme of meetings for the 2025/2026 Estimates' process had been provided. The Head of Service reported that the two provisional dates highlighted in the schedule were now confirmed, pointing out that the Regeneration & Growth Committee in February 2025 would now meet during the week commencing the 10<sup>th</sup> February 2025 so as to accommodate the Special Meeting of Council being held on the 6<sup>th</sup> February 2025 to strike the Rate.

### 5.1 Estimates 2025-2026 – Schedule of Meetings (Continued)

It was proposed by Alderman M Gregg, seconded by Councillor C Kemp and agreed to recommend that the programme of meetings for the 2025/2026 Estimates' process be approved.

The Head of Service advised that two workshops for Members would be held in the near future to discuss the Estimates.

### 5.2 Car Parking Bad Debt Write Off

The Head of Finance reported on the matter of Bad Debt associated with the car parking function which had transferred to the Council on the 1<sup>st</sup> April 2015.

It was proposed by Councillor A Ewing, seconded by Councillor P Burke and agreed to recommend that the debt recorded in relation to car parking is written off the ledgers of the Department for Infrastructure.

## 6. Report of Head of Human Resources & Organisation Development

### 6.1 Workforce Reports

Reports on the undernoted topics in relation to Council staff across all Departments had been provided with the report and their contents duly noted.

- Attendance Management Report for period ended 30<sup>th</sup> June 2024;
- Recruitment Reports – (i) Advert & Selection; and (ii) Appointments;
- Workforce Profile.

The Head of Service responded to a number of questions and arising therefrom agreed to:-

- confirm the reason as to why neither the Department for Communities nor the NI Audit Office had published absence information since 2021/2022. It was likely Covid-related but this would be confirmed;
- information contained in future reports in regard to “absence from work due to stress” being displayed so as to reflect the nature of stress which was causing the absence.

7. Any Other Business – Non-Confidential

7.1 LGBTQ – Decisions arising from Notice of Motion  
Councillor J Harpur

Councillor J Harpur enquired as to when an update on the decisions regarding the Notice of Motion associated with the LGBTQ community might be forthcoming.

The Director of Organisation Development & Innovation advised that such a report would be presented to the October 2024 meeting of Committee.

7.2 War Memorials – Additional Inscriptions  
Councillor B Higginson

Councillor B Higginson sought clarification on the criteria for additional inscriptions on war memorials.

The Head of Corporate Communications & Administration advised that a policy was in existence for additional inscriptions on war memorials.

7.3 Invitation to Civic Events – Policy  
Councillor C Kemp

Councillor C Kemp enquired as to when the revised policy on “Invitations to Civic Events” might be presented to Committee.

The Head of Corporate Communications & Administration advised that such a report would be presented to a meeting later in the year.

8. Confidential Report from Director of Finance & Corporate Services

The reasons for confidentiality were as set out in the agenda, ie:-

8.1 Report on Tender Awards

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available following ratification and signing of contracts.

8.2 Single Tender Action Quarterly Update – September 2024

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available following ratification by Council on 24<sup>th</sup> September 2024.

### 8.3 Capital Programme Movements

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Report will never become available.

### 8.4 Provision of Catering & Bar Services at Lagan Valley Island

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available when the contract has been procured – estimated at August 2025.

### 8.5 Management Accounts for Period 4 of 2024/2025

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available following ratification by Council on 24<sup>th</sup> September 2024.

### 8.6 Quarterly Finance Reports

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available following ratification by Council on 24<sup>th</sup> September 2024.

### 8.7 Treasury Outturn Report – 2023/2024

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Report to be available following ratification by Council on 24<sup>th</sup> September 2024.

### 8.8 Treasury Outturn Report – Q1 of 2024/2025

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Report to be available following ratification by Council on 24<sup>th</sup> September 2024.

### 8.9 Tender for Occupational Health Services

(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Report to be available on 2<sup>nd</sup> December 2024.

### 8.10 Efficiency Review Steering Group

(Confidential for reason of information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a government department and employees of, or office holders under the Council.)

Redacted report to be available following ratification by Council on 24<sup>th</sup> September 2024.

### In Committee

It was proposed by Alderman A Ewart, seconded by Councillor C Kemp and agreed that the Confidential Report of the Director be considered “in Committee”. (Recording was paused at this stage in proceedings, and any members of the press and public left the meeting.)

Alderman A Grehan left the Council Chamber. (6.34 pm)

### 8.1 Report on Tender Awards

Presented by the Head of Assets who also responded to Members’ questions.

Tender Reports and a Summary of Tenders Awarded had been provided with the narrative report.

It was proposed by Alderman M Gregg, seconded by Councillor A Givan and agreed to recommend that the tenders awarded in regard to the following contracts, together with the attendant tender reports, be noted:-

- T23/24-035 – Food & Drink Tender;
- T23/24-028 – Navigation House Access Path;
- T23/24-030 – Power Washing Services.

It was further agreed to recommend that the signing and sealing of the Tender documents be approved.

Alderman A Grehan returned to the Chamber during discussion of this item. (6.37 pm)

### 8.2 Single Tender Action Quarterly Update – September 2024

Presented by the Head of Assets.

In addition to the narrative report, a schedule of contracts awarded under the Single Tender Award process for the period 1<sup>st</sup> April 2024 – 20<sup>th</sup> August 2024 was provided and duly noted.

### 8.3 Capital Programme Movements

Presented by the Head of Planning & Capital Development. The Director of Environmental Services (Acting), the Capital Programme Manager (Acting) and the Capital Accountant were in attendance for this item and available to respond to questions.

Councillor A Ewing declared an interest in an item contained within the report on the Capital Programme. (Recorded at Item 2.)

In addition to the comprehensive narrative report, the Capital Programme review as of July 2024 had been provided. Such a report was being presented to the Committee on a quarterly basis.

Officers responded to various questions on various projects within the Capital Programme and also offered a workshop for new members to the Corporate Services Committee so as to outline the capital governance process, if this would be considered helpful.

It was proposed by Alderman A Ewart, seconded by Councillor B Higginson and agreed to recommend that:-

- the current financial position of the Capital Programme as of July 2024 and as outlined in the report, be agreed;
- the movement of the projects for the former Hilden Primary School and the Hydebank Pavilion from Phase 1(b) to phase 2 be agreed;
- the proposed reallocation of the amount as detailed in the report to the Works Feasibility Fund from Reserves be agreed;
- the funding opportunity released by the UK Prosperity Fund with governance arrangements to be brought forward on this matter be agreed;
- the other movements and changes of projects within the programme and the proposed actions whereby forecasted budgets are to be realigned be noted;
- in regard to Lough Moss - the proposed allocation from the Contingency Fund of the amount as detailed in the report be noted.

Councillor A Ewing left the Chamber during discussion at 6.53 pm and returned to it at 6.57 pm.

Alderman A Ewart left the Chamber during discussion at 7.15 pm and returned to it at 7.20 pm.

Councillor C Kemp left the Chamber during discussion at 7.20 pm and returned to it at 7.22 pm.

#### 8.4 Provision of Catering & Bar Services at Lagan Valley Island

Presented by the Head of Corporate Communications & Administration who, together with the Director of Finance & Corporate Services and the Head of Assets, responded to Members' questions.

The officers particularly addressed Members' concerns as to the reasons why the procurement of this provision had been so protracted.

It was proposed by Alderman A Grehan, seconded by Alderman H Legge and agreed to recommend that:-

- the update on the outcome of the recent procurement exercise for the provision of Catering & Bar Services at Lagan Valley Island be noted;
- the Single Tender Action for the current catering services' contractor to continue for a further period of nine months be agreed
- a new tender exercise for the provision of Catering & Bar Services at Lagan Valley Island be commenced so as to establish a new contract from the 1<sup>st</sup> August 2025.

The Capital Programme Manager (Acting) and the Capital Accountant left the Chamber during discussion. (7.26 pm)

The Director of Environmental Services (Acting) left the Chamber during discussion. (7.27 pm)

The Head of Planning & Capital Development left the Chamber during discussion. (7.46 pm)

Councillor B Higginson left the meeting during discussion. (7.46 pm)

#### 8.5 Management Accounts – Period 4 of 2024/2025

Presented by the Head of Finance.

The Management Accounts for the period ending the 31<sup>st</sup> July 2024, together with an extensive narrative report by way of explanation, were provided and duly noted.

The Head of Finance responded to questions posed by Members. The Director of Regeneration & Growth responded to comments made in regard to costs associated with Judicial Reviews.

Councillor B Higginson returned to the Chamber during discussion. (7.51 pm)

## 8.6 Quarterly Finance Reports

Presented by the Head of Finance.

Members noted the content of the following:-

- the information contained in the narrative report;
- the report on Repairs & Renewals for Q1 of 2024/2025;
- the report on Department for Communities' budgets for Q1 of 2024/2025.

The Chief Executive left the meeting remotely during this item of business.  
(7.56 pm)

## 8.7 Treasury Outturn Report – 2023/2024

Presented by the Head of Finance.

Members noted the content of the following:-

- the information contained in the narrative report;
- the 2023/2024 Treasury Management Outturn Report;
- the Prudential and Treasury Indicators approved for 2023/2024 against which performance was compared.

## 8.8 Treasury Outturn Report – Q1 of 2024/2025

Presented by the Head of Finance.

Members noted the content of the following:-

- the information contained in the narrative report;
- the Treasury Management Report for Q1 of 2024/2025;
- the Prudential and Treasury Indicators for Q1 of 2024/2025 setting out a review of the Council's performance against the indicators approved for 2024/2025.

### 8.9 Tender for Occupational Health Services

Presented by the Head of Human Resources & Organisation Development who also responded to Members' questions.

In addition to the narrative report, the following documents had been provided:-

- Business Case for the Provision of Occupational Health Services;
- Equality & Good Relations Screening document;
- Rural Needs Impact Assessment document.

It was proposed by Councillor J Harpur, seconded by Alderman H Legge and agreed to recommend that:-

- the Business Case for the provision of Occupational Health Services be noted and that Option 4 as contained in the report of the Head of Human Resources & Organisation Development be accepted and progressed;
- the Equality & Good Relations Screening document and the Rural Needs Impact Assessment be noted.

Alderman A Grehan left the Chamber during discussion at 8.06 pm and returned to it at 8.09 pm.

### 8.10 Efficiency Review Steering Group

Presented by the Director of Organisation Development & Innovation who, together with the Head of Economic Development, responded to Members' questions.

In addition to the narrative report, the minutes of the meeting of the Efficiency Review Steering Group (ERSG) held on the 3<sup>rd</sup> September 2024 had been provided.

It was proposed by Councillor C Kemp, seconded by Councillor N Eaton and agreed to recommend that:-

- the minutes of the meeting of the Efficiency Review Steering Group held on the 3<sup>rd</sup> September 2024 be noted;
- the recommendations of the Efficiency Review Steering Group in regard to the proposed two staffing structures as detailed in the Director's report be approved.

9. Any Other Business – Confidential

There was no further business of a confidential nature raised.

Resumption of Normal Business

It was proposed by Councillor C Kemp, seconded by Alderman A Ewart and agreed to come “out of Committee”. Normal business and audio recording were resumed.

10. Any Other Business

Dealt with under Item 7.

The meeting concluded at 8.15 pm.

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MAYOR/CHAIR

GAC 12.09.2024

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# LISBURN & CASTLEREAGH CITY COUNCIL

## Minutes of Meeting of the Governance and Audit Committee held in the Council Chamber and Remote Locations on Thursday, 12 September, 2024 at 6:00 pm

### PRESENT IN CHAMBER:

Councillor S Burns (Acting Chair)

Mr E Jardine (Independent Member and Vice-Chair)

The Right Worshipful the Mayor  
Councillor K Dickson

Alderman O Gawith

Councillors A P Ewing, A Givan, P Kennedy, A Martin and  
M McKeever

### PRESENT IN REMOTE LOCATION:

Councillors D Bassett, P Burke, N Eaton, J Gallen and  
S Lowry

### OTHER MEMBERS PRESENT IN CHAMBER:

Councillor G Hynds

### IN ATTENDANCE:

Chief Executive  
Director of Organisation Development and Innovation  
Director of Finance and Corporate Services  
Director of Leisure and Community Wellbeing  
Acting Director of Environmental Service  
Head of Human Resources and Organisation Development  
Acting Head of Portfolio, IT & Commercialisation  
Internal Audit Manager (remotely)  
Performance Improvement Officer  
IT Officer  
Member Services Officers

### Northern Ireland Audit Office:

Mr R Ross (remotely)

### RBCA

Mr B Stewart (remotely)

### Commencement of the Meeting

At the commencement of the meeting, the Director of Organisation Development and Innovation advised that, due to having suffered a recent family bereavement, the Chair, Alderman S P Porter, was unable to be present. As the Vice-Chair, Mr E Jardine, was an Independent Member, he was not permitted to chair the meeting and, in line with protocol, this responsibility fell to another Member of Alderman Porter's Party, the DUP.

**GAC 12.09.2024**

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The Director advised that Councillor S Burns would be chairing the meeting in Alderman Porter's absence.

The Acting Chair, Councillor S Burns, welcomed those present. She pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be audio recorded. In accordance with the Protocol for Remote Meetings, the Chair asked that those attending via zoom ensure that the meeting could not be seen or heard by any other person at their remote location when confidential business was being considered.

At this point, the Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting.

The Acting Chair, Councillor S Burns, asked that mobile phones be put on silent or switched off for the duration of the meeting. The Director of Organisation Development and Innovation outlined the evacuation procedures in the case of an emergency.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Chair, Alderman S P Porter, and the Risk & Business Continuity Officer.

2. Declarations of Interest

There were no declarations of interest.

3. Report from the Performance Improvement Officer

3.1 Compliments and Complaints Report – Quarter 1 2024/25

Members were provided with, and noted the contents of, a copy of a comparative report taken from the Council's Customer Care System detailing the number of comments, complaints and compliments in Quarter 1 of 2024/25.

A number of Members' queries were addressed and the Performance Improvement Officer agreed to look into the possibility of providing a breakdown of complaints by District Electoral Area.

3.2 NIPSO Model Complaints Handling Compliance

The Complaints Standards Team of the Northern Ireland Public Services Ombudsman (NIPSO) had recently conducted a Model Complaints Handling Procedure (MCHP) procedural compliance check on the Council's complaints handling procedure. Members were provided with, and noted the contents of, a copy of correspondence from NIPSO confirming that the Council's current complaints procedure was MCHP compliant, in accordance with the Public Service Ombudsman Act (NI) 2016.

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### 3.3 Performance Improvement Objectives, Case Studies & Associated KPIs – 1<sup>st</sup> Quarter Review (2024/25)

Members were provided with, and noted the contents of, a copy of:

- (a) a quarterly monitoring document (covering April – June 2024) on all projects that demonstrated improvement against the 2024/25 Performance Improvement Objectives, including the relevant Performance Improvement KPIs. An additional section was included detailing some case studies and customer feedback that had demonstrated improvement during Quarter 1; and
- (b) a report from the 'Performance Management System' detailing the Performance Improvement Key Performance Indicators (KPIs) for the period April – June 2024.

### 3.4 Corporate Plan KPIs – Quarter 1 2024/25 All Directorates

Councillor S Lowry left the meeting during consideration of this item of business (6.27 pm).

Members were provided with, and noted the contents of, a copy of reports detailing the Quarter 1 2024/25 Corporate Plan KPIs.

A number of Members' queries were addressed and the Performance Improvement Officer agreed that, in future reports, where a target was not yet due to be measured, a narrative would be provided to indicate when this was due to take place.

### 3.5 Performance Improvement Report 2023/24

Members having been provided with a copy of the draft Performance Improvement Report for 2023/24, it was proposed by Alderman O Gawith, seconded by Councillor M McKeever and agreed to recommend that this be approved, subject to the correction of a spelling error.

## 4. Report from the Risk & Business Continuity Officer

### 4.1 Corporate Risk Register

In the absence of the Risk & Business Continuity Officer, her report was presented by the Acting Director of Environmental Services.

The Risk & Business Continuity Officer set out in her report, an update in respect of the quarterly review of the Corporate Risk Register.

At this stage, Alderman O Gawith asked that the meeting go 'into committee'.

### "In Committee"

It was proposed by Councillor M McKeever, seconded by Councillor P Kennedy and agreed to go 'into committee' to consider this matter.

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#### 4.1 Corporate Risk Register (Contd)

A number of queries in respect of waste management and Dundonald International Ice Bowl were addressed.

#### Resumption of Normal Business

It was proposed by Councillor A Givan, seconded by Councillor P Kennedy and agreed to come out of committee and normal business was resumed.

Members agreed to note the contents of the Corporate Risk Dashboard.

The Head of Human Resources and Organisation Development and the Performance Improvement Officer left the meeting (6.40 pm).

### 5. Report from the Internal Audit Manager

#### 5.1 Internal Audit Charter

It was proposed by Alderman O Gawith, seconded by Councillor M McKeever and agreed to recommend that the Internal Audit Charter be approved.

### 6. Confidential Business

The matters contained in the confidential report would be dealt with “In Committee” due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

#### “In Committee”

It was proposed by Councillor A P Ewing, seconded by Councillor P Kennedy and agreed that the following matters be considered “in committee”, in the absence of members of the press and public being present.

#### 6.1 Report by Internal Audit Manager

##### 6.1.1 Internal Audit Progress Report

(Redacted report will be made available on 30 September, 2024)

Members were provided with, and noted the contents of, a copy of an Internal Audit Progress Report summarising internal audit work and progress against the Operational Plan since the last meeting of the Committee on 13 June, 2024. A copy of any internal audit reports referred to in the progress report were also provided in full on Decision Time for Members’ information.

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6.2 Report by Acting Head of Portfolio, IT & Commercialisation

6.2.1 Council Cyber Security Risk Position  
(Report will never be made available)

Members were provided with a report in respect of the Council's cyber security risk position, together with a list of completed actions. A number of queries having been addressed, it was agreed that the information be noted.

Resumption of Normal Business

It was proposed by Alderman O Gawith, seconded by Councillor P Kennedy, and agreed to come out of committee and normal business was resumed.

7. Any Other Business

7.1 Governance and Audit Training

The Chief Executive encouraged Members' attendance at the forthcoming Governance and Audit training session.

There being no further business, the meeting was terminated at 6.52 pm.

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Mayor/Chairman

PC 05.08.2024

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# LISBURN & CASTLEREAGH CITY COUNCIL

## Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 5 August, 2024 at 10.00 am

### PRESENT IN CHAMBER:

Alderman M Gregg (Chair)  
Councillor S Burns (Vice-Chair)  
Aldermen O Gawith and J Tinsley  
Councillors D Bassett, P Catney, A Martin and G Thompson

### IN ATTENDANCE:

Head of Planning & Capital Development  
Principal Planning Officer (RH)  
Senior Planning Officer (MB)  
Senior Planning Officer (GM)  
Member Services Officers (CR and CH)  
  
Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor

### Commencement of Meeting

At the commencement of the meeting, the Chair, Alderman M Gregg, welcomed those present to the Planning Committee. He pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be audio recorded. He went on to outline the evacuation procedures in the case of an emergency.

### 1. Apologies

It was agreed to accept an apology for non-attendance at the meeting on behalf of Councillor U Mackin.

### 2. Declarations of Interest

Councillor P Catney declared an interest in planning application LA05/2023/0953/F. He stated that, in respect of the original application, he had met with local residents and the developer to help address issues; however, at no time had he spoken on or given his views on the proposed development.

At the conclusion of the meeting, Alderman J Tinsley submitted a written declaration in respect of planning application LA05/2022/0079/F due to having set up a meeting with the applicant and Planning Officers. He had informed them that he was on the Planning Committee and would not take part in the meeting as he was required to remain neutral.

3. Minutes of Meeting of Planning Committee held on 1 July, 2024

It was proposed by Alderman O Gawith, seconded by Councillor S Burns and agreed that the minutes of the meeting of Committee held on 1 July, 2024 be confirmed and signed.

4. Report from the Head of Planning & Capital Development

4.1 Schedule of Applications

The Chair, Alderman M Gregg, advised that there were 5 local applications on the schedule for consideration at the meeting.

4.1.1 Applications to be Determined

The Legal Advisor, Mr B Martyn, highlighted paragraphs 43-46 of the Protocol for the Operation of the Lisburn & Castlereagh City Council Planning Committee which, he advised, needed to be borne in mind when determinations were being made.

- (i) LA05/2022/1005/F – Erection of 19 dwellings (revision to layout and house types previously approved under Y/2009/0303/RM, landscaping and all other associated site works on lands approximately 44 metres west of 32 Millmount Village Crescent, and 9 metres west of 9 Millmount Road, Dundonald

and

- (ii) LA05/2022/1006/F – Erection of 19 dwellings (revision to layout and house types previously approved under Y/2009/0303/RM, landscaping and all other associated site works on lands approximately 88 metres west of 32 Millmount Village Crescent and 45 metres west of 9 Millmount Road, Dundonald

The Senior Planning Officer (MB) presented the above applications as outlined within the circulated report.

The Committee received Mr N Salt to speak in support of the applications and a query raised by the Chair, Alderman M Gregg, was responded to.

A number of Members' queries were responded to by Planning Officers.

Debate

During debate:

- the Chair, Alderman M Gregg, thanked Officers for clarification provided regarding the flood plain. He welcomed works that had commenced in respect of the wider site, ie. traffic lights. With these applications being considered under the new Local Development Plan, he welcomed the provision of affordable housing in the area. Alderman Gregg was in support of the recommendation of the Planning Officer to approve planning permission.

## Vote

- (i) LA05/2022/1005/F – Erection of 19 dwellings (revision to layout and house types previously approved under Y/2009/0303/RM, landscaping and all other associated site works on lands approximately 44 metres west of 32 Millmount Village Crescent, and 9 metres west of 9 Millmount Road, Dundonald

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve this application.

- (ii) LA05/2022/1006/F – Erection of 19 dwellings (revision to layout and house types previously approved under Y/2009/0303/RM, landscaping and all other associated site works on lands approximately 88 metres west of 32 Millmount Village Crescent and 45 metres west of 9 Millmount Road, Dundonald

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve this application.

- (iii) LA05/2023/0953/F – Residential development comprising of 8 affordable units for the over 55's with associated and ancillary site works on lands off Old Kilmore Road, Moira, Down. Located to the immediate west of residential properties (1, 3, 5, 7, 9, 11, 15, 17, 19) of Danesfort and to the immediate north of Fitzwilliam House

The Senior Planning Officer (GM) presented the above application as outlined within the circulated report.

The Committee received Ms C Doyle, accompanied by Mr A Larkin, to speak in support of the application. There were no queries raised by Members.

There were no Members' queries put to Planning Officers.

## Debate

During debate:

- Councillor P Catney stated that, having engaged with the developer and local residents, all concerns had been addressed. He welcomed the over 55's element of the application and was in support of the recommendation of the Planning Officer to approve planning permission; and
- Alderman O Gawith welcomed the fact that any queries raised in respect of the original application had been dealt with and he was in support of the recommendation of the Planning Officer to approve planning permission.

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- (iii) LA05/2023/0953/F – Residential development comprising of 8 affordable units for the over 55's with associated and ancillary site works on lands off Old Kilmore Road, Moira, Down. Located to the immediate west of residential properties (1, 3, 5, 7, 9, 11, 15, 17, 19) of Danesfort and to the immediate north of Fitzwilliam House (Contd)

### Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve this application.

In response to a query raised by Councillor P Catney at this point, the Head of Planning & Capital Development agreed to provide him with an update on the timeline in respect of the discharge of a condition relating to archaeological investigations that had been attached to an earlier application.

### Adjournment of Meeting

The Chair, Alderman M Gregg, declared the meeting adjourned at this point for a comfort break (11.01 am).

### Resumption of Meeting

The meeting was resumed at 11.06 am.

- (iv) LA05/2022/0079/F – Proposed 1 infill dwelling with detached garage and all other associated site works on lands approximately 44 metres north east of 173 Ballycoan Road, Belfast

The Principal Planning Officer (RH) presented the above application as outlined within the circulated report.

The Committee received Mr D Donaldson, accompanied by Mr G Marshall and Mr D Law, to speak in support of the application and a number of Members' queries were responded to.

A number of Members' queries were responded to by Planning Officers.

### Debate

During debate:

- Alderman J Tinsley stated that the timing of this application was unfortunate. The Committee had to take cognisance of the LCCC Local Development Plan. The application did not meet with the required policies relating to infill or clusters. Alderman Tinsley did not consider that there was a social community building present. He was in support of the recommendation of the Planning Officer to refuse planning permission;

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(iv) LA05/2022/0079/F – Proposed 1 infill dwelling with detached garage and all other associated site works on lands approximately 44 metres north east of 173 Ballycoan Road, Belfast (Contd)

- Councillor P Catney stated that, having considered the application from a historical point of view, having listened to the comments made by Mr Marshall about the past community uses of the barn and taking account of the painting by Tom Carr that depicted the historical significance of the area, he was not in support of the recommendation of the Planning Officer to refuse planning permission;
- Alderman O Gawith stated that the Council had policies it was required to follow when making decisions. With a great deal of reluctance and a huge amount of sympathy for the applicant, procedurally and policy-wise Alderman Gawith considered that the correct decision had been made and he was in support of the recommendation of the Planning Officer to refuse planning permission; and
- Councillor G Thompson stated she did not consider the barn as a social community building used in the sense of what the policy required, which she deemed would have been a community centre, Orange Hall or the likes. Whilst she sympathised with the applicant, she was in support of the recommendation of the Planning Officer to refuse planning permission.

Vote

In favour: Councillor D Bassett, Councillor S Burns, Alderman O Gawith, Councillor A Martin, Alderman J Tinsley, Councillor G Thompson and the Chair, Alderman M Gregg **(7)**

Against: Councillor P Catney **(1)**

Councillor P Catney advised that he was leaving the meeting at this point (12.12 pm). Prior to his departure, the Chair, Alderman M Gregg, expressed condolences on the recent death of Councillor Catney's father-in-law.

(v) LA05/2022/0226/O – Site for dwelling on land between 6 Ballykeel Road and 1 Glebe Road, Hillsborough

Prior to this application being presented, Alderman O Gawith proposed that it be deferred to allow for a site visit to take place. This proposal was seconded by Councillor A Martin and, on a vote being taken, agreed, the voting being 6 in favour and 1 against.

Adjournment of Meeting

The Chair, Alderman M Gregg, declared the meeting adjourned at this point for a comfort break (12.14 pm).

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Resumption of Meeting

The meeting was resumed at 12.19 pm.

4.2     Housing Development Comprised of 121 Dwellings (all social housing) on Land to the Immediate West of 29 Enterprise Crescent, and to the Immediate East of Home Bargains, Ballinderry Road, Lisburn (PAN)

It was proposed by Councillor D Bassett, seconded by Councillor G Thompson and agreed that the information on the content of the Pre-Application Notice be noted and that it be submitted in accordance with the relevant section of the legislation and related guidance.

4.3     Non-compliance with Condition 1 of Appeal Decisions 2000/A277 and 2000/A278 to Create Two Units with Associated Elevational Changes at Unit 5 Drumkeen Retail Park, Upper Galwally, Belfast (PAN)

It was proposed by Alderman O Gawith, seconded by Councillor D Bassett and agreed that the information on the content of the Pre-Application Notice be noted and that it be submitted in accordance with the relevant section of the legislation and related guidance.

4.4     Statutory Performance Indicators – June 2024

It was proposed by Councillor D Bassett, seconded by Councillor G Thompson and agreed that information relating to Statutory Performance Indicators for June 2024 be noted.

4.5     Draft Procedure for Dealing with Section 76 Planning Agreements for Affordable Housing

It was proposed by Alderman O Gawith, seconded by Alderman J Tinsley and agreed that the draft procedure for dealing with Section 76 Planning Agreements be noted and that a report be presented to the September meeting of the Regeneration and Growth Committee for agreement.

4.6     Appeal Decision – LA05/2021/0069/O

It was proposed by Councillor S Burns, seconded by Councillor D Bassett and agreed to note the decision of the Planning Appeals Commission in respect of the above appeal.

4.7     Appeal Decision – LA05/2021/1178/F

It was proposed by Alderman O Gawith, seconded by Councillor G Thompson and agreed to note the decision of the Planning Appeals Commission in respect of the above appeal.

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#### 4.8 Appeal Decision – LA05/2020/0971/F

It was proposed by Alderman O Gawith, seconded by Councillor D Bassett and agreed to note the decision of the Planning Appeals Commission in respect of the above appeal.

#### 4.9 Update to DAERA Website regarding Advice on its Consultation Procedure and the Use of Checklists

It was proposed by Alderman O Gawith, seconded by Councillor S Burns and agreed to note the update to the DAERA website regarding advice on its consultation procedure and the use of checklists.

#### 4.10 Letter from Natural Environment Division (NED) of DAERA Providing Update on Planning Consultations for Agricultural Development

It was proposed by Councillor S Burns, seconded by Councillor G Thompson and agreed to note the update provided by the Director of NED in relation to planning consultations for Agricultural Development.

#### 4.11 NI Water Wastewater Capacity Update

It was proposed by Alderman J Tinsley, seconded by Alderman O Gawith and agreed to note the detail of the capacity update from NI Water.

#### 4.12 Notification by Telecommunication Operator(s) of Intention to Utilise Permitted Development Rights

It was proposed by Alderman J Tinsley, seconded by Councillor S Burns and agreed to note from the report, information regarding notifications by telecommunication operators to utilise Permitted Development Rights at locations in the Council area.

In response to comments by Alderman O Gawith regarding tree removal in respect of the works to be carried out at Castlereagh Motors, the Head of Planning & Capital Development agreed to refer this matter to the Council's Tree Officer.

### 5. Any Other Business

#### 5.1 Pre-Application Notice for Cemetery Site Chair, Alderman M Gregg

The Chair, Alderman M Gregg, referred to the recently published list of planning applications validated and the fact that a further Pre-Application Notice (PAN) had been submitted for a cemetery at Quarterland Road. The Head of Planning & Capital Development confirmed that this was the case. He stated that Officers had expressed some frustration with the applicant, through the agent, in relation to the quality of submissions received previously. There was utter confusion in the local community about what was being proposed and when the application would come forward. It was hoped that this latest submission was a reset of the previous two processes. Officers had highlighted that any pre-application community

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5.1 Pre-Application Notice for Cemetery Site (Contd)  
Chair, Alderman M Gregg

consultation process report that came forward must resolve that there were two failed consultation processes previously and this must be taken account of as part of the overall community consultation exercise.

The Chair, Alderman M Gregg, asked that, given the confusion that existed within the local community, could the Council ensure that any responses to previous PANs were carried forward in consideration of this PAN and an indication given as to how issues had been addressed or were no longer relevant due to whatever changes had been made. The Head of Planning & Capital Development stated that Officers had made clear that the applicant should take account that there had been two failed consultations so that people could understand the chronology. The community would then know why the two previous consultations had failed and that what the public had said had been taken account of.

5.3 Date of Next Meeting

The Chair, Alderman M Gregg, advised that the next meeting of the Planning Committee would be held on Monday, 2 September.

Conclusion of the Meeting

At the conclusion of the meeting, the Chair, Alderman M Gregg, thanked those present for their attendance.

There being no further business, the meeting was terminated at 12.58 pm.

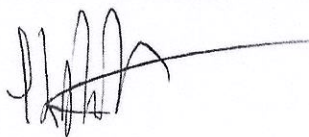
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Chair/Mayor



### Notice of Motion

**“This council strongly opposes the Government’s recent Winter Fuel Payment policy change. We resolve to write to the Prime Minister, urging the Government to reverse this harmful decision. As detailed in the 2021 census, Lisburn and Castlereagh has an ageing population with 18% of the population aged 65 or over. Therefore this decision will have a far reaching devastating impact on pensioner households throughout Lisburn and Castlereagh City Council. Furthermore, we seek assurance that the Pension Credit minimum income guarantee will be increased, ensuring that more low-income pensioner households become eligible for pension credit.”**



**Cllr Tim Mitchell**



<b>Committee:</b>	Council
<b>Date:</b>	24 September 2024
<b>Report from:</b>	Chief Executive

### CONFIDENTIAL REPORT

<b>Reason why the report is confidential:</b>	Information relating to the financial or business affairs of any particular person (including the Council holding that information)
<b>When will the report become available:</b>	
<b>When will a redacted report become available:</b>	After the Council call in period
<b>The report will never become available:</b>	

<b>Item for:</b>	Decision
<b>Subject:</b>	UK Prosperity -- End of Year Programme

1.0	<p><b><u>Background</u></b></p> <ol style="list-style-type: none"> <li>1. Councils received detailed notification on 29 August 2024 regarding the availability of a UK Shared Prosperity Fund for Northern Ireland. The investment priority is themed on Communities and Place with a total of £9.85M for the whole of Northern Ireland.</li> <li>2. The Ministry of Housing, Communities and Local Government (MHCLG) has structured the funding to be allocated on a pro rata population basis. This means that our Council has been profiled an allocation of £771,666. The structure of the fund allows for both capital and revenue programmes.</li> <li>3. The background criteria (<b>see Appendix 1</b>) allows for both priority interventions and supplementary projects. In addition, as officers have engaged through the briefing sessions, MHCLG is prepared to be flexible in their allocation of funds towards proposed programmes of work that create additionality.</li> </ol> <p><b><u>Key Issues</u></b></p>
2.0	<ol style="list-style-type: none"> <li>1. The deadlines for both making an application and the delivery are extremely challenging. An application has to be submitted before 19 September 2024 with an anticipated outcome of eligibility to be notified the week commencing 7 October 2024. Expenditure must be transacted by 31 March 2025. The advice has been that this is an absolute deadline.</li> <li>2. MHCLG is keen that Council develop governance arrangements in order to expedite the delivery of any proposals included in the memorandum of understanding. They have expressed a view that they are willing to work with Councils in achieving the requisite governance even if it is retrospective, but have specifically asked for Council agreement on the draft proposals included within the application.</li> </ol>

3. Any agreement will come in the form of a memorandum of understanding as opposed to a letter of offer on the basis that it is a government to government agreement.
4. Following discussion amongst directorates and engagement with the PGLF on the principles being pursued, the following in-house mechanisms were used in order to maximise the opportunity for delivery within current resources:
  - Use the Members' agreed Works programme to inform both a balanced approach (where possible) and opportunities
  - Focus on where there is already a draw on reserves and use this non-recurring source of funding in the first instance
  - Target already established programmes and works contracts
5. To ensure completeness of the expenditure from the Shared Prosperity Fund by 31<sup>st</sup> March 2025, a mini programme worth £1.15m is proposed. This requires a net draw of £378,334 from a combination of reserves and from planned capital programme works.
6. To ensure delivery within these timelines, individual leads will be appointed to each of the projects. Overall management of the programme will be co-ordinated through the Portfolio Office. The prioritisation of this mini programme may result in some other initiatives or projects being given less emphasis to allow completion by 31<sup>st</sup> March 2025.
7. Recognising the tight timelines associated with this mini programme, an application for £771,666 has been submitted to MCHLG on 19 September 2024 as per their request. Cognisant of our governance processes, business cases will be presented, where required, to the home committee in due course.
8. The tables in **Appendix 2** outline the proposed schedule of projects which officers have assessed as giving the greatest opportunity for delivery within the constraints of the funding proposal. Members will note how the proposals are matched against the criteria of the fund. MCHLG have also agreed to a 20% variation across the projects, but within the programme, if required.
9. Tables 1 and 2 outline the specifics of the project proposals broken down into revenue and works proposals which have been submitted to MCHLG on the understanding that the programme still requires Member approval.
10. Members will note Table 3 includes enhancement to the former pilot CIF funded projects. CIF is now established at a £350K limit based on the learning from the pilot. The initial pilot had an upper limit of £250K but were awarded in an environment of hyper-inflation creating difficulties for delivery and necessity to value engineer their proposals. As per the Levelling Up Fund, Members are asked to consider and agree an enhancement proportionate to the original award of up to £250K across the pilot, where eligible expenditure can be achieved, thus better aligning it with the established programme. Engagement has occurred with the 3 pilot projects, with 2 indicating verbally an ability to achieve spend by 31<sup>st</sup> March 2025. It is estimated that £100k can be spent in totality across those 2 projects.
11. Officers have liaised pre and post application submission with MCHLG and have been given verbal guidance that the proposals as outlined are eligible for funding.

2.0	<p><b><u>Recommendation</u></b></p> <p>It is recommended that the Council considers and agrees to:</p> <ol style="list-style-type: none"> <li>1. Approve the programme of projects detailed in Appendix 2 at a cost of £1.15m</li> <li>2. Approve the enhancement to the CIF pilot projects.</li> <li>3. Agree to an expedited governance process with Business Cases being presented to the requisite Committees where required.</li> </ol>		
3.0	<p><b><u>Finance and Resource Implications</u></b></p> <p>The programme will be funded from £771,666 of UK Prosperity Funding with the balance of £378,334 being made up from reserves and capital programme allocations.</p> <p>Staff costs associated with this mini programme will be allocated in line with existing processes.</p>		
4.0	<p><b><u>Equality/Good Relations and Rural Needs Impact Assessments</u></b></p>		
4.1	<table border="1"> <tr> <td data-bbox="209 936 1254 1025">Has an equality and good relations screening been carried out?</td> <td data-bbox="1254 936 1495 1025">Yes</td> </tr> </table>	Has an equality and good relations screening been carried out?	Yes
Has an equality and good relations screening been carried out?	Yes		
	<table border="1"> <tr> <td data-bbox="209 1025 1254 1323"> <p>The programme has been screened out with mitigation for the following reasons</p> <ul style="list-style-type: none"> <li>• Proposed projects are compliant with the terms set out by the funding Department</li> <li>• The Programme contains upgrades and additionality to meet aspects of Section 75 characteristics</li> </ul> </td> <td data-bbox="1254 1025 1495 1323"></td> </tr> </table>	<p>The programme has been screened out with mitigation for the following reasons</p> <ul style="list-style-type: none"> <li>• Proposed projects are compliant with the terms set out by the funding Department</li> <li>• The Programme contains upgrades and additionality to meet aspects of Section 75 characteristics</li> </ul>	
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4.2	<table border="1"> <tr> <td data-bbox="209 1323 1254 1406">Has a Rural Needs Impact Assessment (RNIA) been completed?</td> <td data-bbox="1254 1323 1495 1406">Yes</td> </tr> </table>	Has a Rural Needs Impact Assessment (RNIA) been completed?	Yes
Has a Rural Needs Impact Assessment (RNIA) been completed?	Yes		
	<table border="1"> <tr> <td data-bbox="209 1406 1254 1534"> <ul style="list-style-type: none"> <li>• The programme has been designed to meet the needs of both urban and rural communities</li> </ul> </td> <td data-bbox="1254 1406 1495 1534"></td> </tr> </table>	<ul style="list-style-type: none"> <li>• The programme has been designed to meet the needs of both urban and rural communities</li> </ul>	
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<b>Appendices:</b>	<p>Appendix 1 – UK Prosperity funding guidance</p> <p>Appendix 2 - Proposed schedule of compliant projects</p> <p>Appendix 3 and Appendix 4 - Screening programmes</p>
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# Funded by UK Government

## UK Shared Prosperity Fund – Northern Ireland Project Commission

### Key Information

Commission Reference	
Commission Name	UKSPF Northern Ireland – Local Communities and Place Packages
Investment Priority	Communities and Place
Indicative Funding Available	Single Commission Totalling: £9.85m Allocation: 1 April 2024 to 31 March 2025
Location	All council areas within Northern Ireland
Funding period	1 April 2024 to 31 March 2025
Commission Opens	August 2024
Commission Closes	September 2024

### 1 Introduction

The UK Shared Prosperity Fund (UKSPF) provides funding for local investment by March 2025, with Northern Ireland benefiting from an allocation of almost £104 million to help deliver important outcomes to improve pride in place and increase life chances for Northern Ireland's people, businesses, and communities.

In Northern Ireland, the Ministry of Housing, Communities and Local Government (MHCLG) is managing the Fund. Building on the UKSPF Prospectus, MHCLG and local partners have worked together to design a Northern Ireland Investment Plan to deliver the three investment priorities of Communities and Place, Supporting Local Business, and People and Skills.

This commission seeks proposals from Councils across Northern Ireland to deliver the **local Communities and Place packages**, for the year 2024-25.

### Key Documents

The following key documents should be reviewed by all Applicants prior to submitting a UKSPF project application:

- [Prospectus](#)
- [UKSPF Northern Ireland Investment Plan](#)
- [Interventions List for Northern Ireland](#)
- [Output and Outcome Definitions](#)

- Application form (provided with launch materials)
- [Application form guidance](#)
- [Assessment criteria](#)

## 2 What are we looking at address?

### 2.1 Context

Through this commission, MHCLG invites councils to submit a single package or plan per area to deliver against the **Communities and Place** UKSPF investment priority (which may be comprised of a single project/activity or package of projects/activities), as well as list of reserve projects which could be supported subject to additional budget becoming available, or identified projects become unviable.

The key aim of this Investment Priority is:

***By 2025, we aim to improve people's pride and satisfaction with towns and villages through UKSPF support, ensuring these areas are attractive for new residents, potential investors, and visitors.***

The Communities and Place investment priority seeks to prioritise the creation of renewed community spaces and civic relationships throughout Northern Ireland. This restored 'sense of place' and civic pride will be a catalyst for new investment, local growth, and job creation, investment in this area, will support the building of resilient, healthy, and safe places and a strong sense of community spirit through a wide range of place-based initiatives.

Where practical, we wish to thread volunteering opportunities across all of these initiatives as a means to garner a sense of community involvement and support sustainable management of the assets.

This commission is seeking responses from local councils, working with local partners, to deliver **local Communities and Place Packages**, specifically those addressing the challenges, needs, opportunities described in section 2.2 below, and specific requirements set out at section 2.4.

### 2.2 Priority Interventions

Councils across Northern Ireland are asked to submit proposals to deliver against Communities and Place interventions. The following interventions are our priority:

#### Community Development / Improvement

NI1

- Funding for improvements to town centres and high streets.

NI2

- provision of community hubs and infrastructure utilising or refurbishing current local assets for shared use,

NI15

- development of digital infrastructure for local community facilities.

### **Green & Blue Space Development**

NI3

- green space projects within existing public realm works within town or village centres; tree planting; improvements to local parks and green spaces; community gardens, watercourses and embankments.

### **Arts, Culture, Heritage and Sporting Activities.**

NI4

- support for existing cultural, historic and heritage institutions.

NI6

- support for local arts, cultural, heritage and creative activities.

### **Active Travel**

NI7

- new or improved cycle ways or foot paths.

### **Volunteering**

NI9

- volunteering opportunities.

## **2.3 *Supplementary/additional Interventions***

Whilst the following additional interventions are not a priority for this commission, where it meets an identified local need and enhances the deliverability of your local package, councils can also propose the following activities:

### **Community Development / Improvement**

NI5

- Building of safe neighbourhoods and innovative approaches to design out crime.

NI11

- capacity building and infrastructure support for local civil society and community groups.

NI12

- community engagement schemes to support community involvement in decision making in local regeneration.

NI13

- Measures to improve energy efficiency, combat fuel poverty and climate change.

NI14

- development of feasibility studies to support future interventions.

## **Arts, Culture, Heritage and Sporting Activities.**

NI8:

- campaigns which encourage people to visit and explore the local area.

NI10

- funding for local sports facilities, tournaments, teams, and leagues; to promote sport and physical activity at the local level.

## **2.4 Key Challenges and Needs**

Social deprivation and long-standing levels of economic inactivity, alongside other issues, have left a lasting mark on Northern Ireland's communities and neighbourhoods. In more recent times, these long-term issues have combined with the cost-of-living crisis, along with societal trends, such as the decline of the high street, to create a new set of challenges.

These challenges have a visual manifestation, such as town centre decline – represented by Northern Ireland's vacancy rate at 14.4%, which is considerably higher than the UK average of 9.2% (October 2022) or decline in community assets or green spaces. There are also less visible manifestations, such as a reduction in the amount of local volunteering or greater difficulties securing volunteers since the pandemic and a corresponding loss of social interaction.

The vibrancy of local places makes an important contribution towards inward investment, job creation and a strong visitor economy. Strengthening the social bonds and creating formal and informal opportunities for people to engage with one another can also build pride in place and a heightened sense of belonging.

### **Green spaces**

Green space contributes to the improvement of the health and wellbeing of people and can restore a sense of pride in neighbourhoods and improve the 'liveability factor' of local areas with 7 out of 10 adults in Northern Ireland visiting the outdoors for leisure each week, with 144 million visits per week. Green space can also improve the physicality of a place such as enhancing town centres and urban areas as well as parks and other public amenities, with 78% of people in Northern Ireland saying outdoor recreation is good for their wellbeing.

### **Active travel**

Walking and cycling provision within and between communities can play an important role in the connectivity of communities. It is notable that only 53% of households in NI are satisfied with cycling provision in their area with only 3% choosing to cycle to work. UKSPF can support the NI Bicycle Strategy '[Changing Gear](#)' which aims to create communities where people have the freedom and confidence to travel by bicycle for everyday journeys.

### **Community and neighbourhood facilities**

There are also potential synergies and benefits to be achieved by creating community 'hubs' that consolidate a range of local services available to communities, such as but not limited to youth centres with careers advice; library and community healthcare

provision; adult learning outreach and sports clubs. The refurbishment of local assets (which may be council, other public or non-publicly owned) for shared local use can be an effective way to secure a longer-term future for local assets. We recognise this would require an established multi-agency partnership given the limited duration of funding.

Notably, 5.4% of premises located in a rural setting in NI do not receive the Universal Service Obligation broadband connection requirement; compared to 1.2% in urban areas. 44% of rural areas receive 4G coverage, in comparison to 84% of urban areas across the UK. While UKSPF cannot address these issues to a significant degree, targeted support to improve internet access via and within community facilities may be appropriate.

### **Local arts, culture, heritage, and sport**

Around 88% of Northern Ireland's adult population engage in local cultural, artistic, or sporting activities and building. 81% of the Northern Ireland public believe that arts enrich the quality of their lives and there is an opportunity to use UKSPF to widen the appeal of art, culture, and heritage to new audiences, especially across underrepresented groups. (<https://datavis.nisra.gov.uk/communities/engagement-culture-arts-heritage-sport-by-adults-in-northern-ireland-202223.html>)

### **Volunteering**

There are also opportunities to ensure the sustainability of and community interest in new or enhanced assets or activities through kickstarting volunteering opportunities – thereby strengthening social interaction and creating a legacy from this year's funding.

## **2.5 What kind of applications are we looking for?**

In summary, we are looking for applications that meet the following requirements:

Indicative fund allocation	£9.85m is available for 1 April 2024 to 31 March 2025 under this commission.  The funds will be indicatively allocated to councils on a per capita basis to ensure a broad representation of provision across Northern Ireland. The indicative allocations are included at Annex A.
Minimum application level	We are asking for a single application or funding plan from each council for its indicative allocation, which may comprise one or more proposal for UKSPF support.
Funding Duration	Funding is available for financial year 2024-25 only.  <b>1 April 2024 to 31 March 2025</b>  Projects may include spend incurred from 1 April 2024 for project activity already underway but not yet completed.  Any expenditure incurred prior to this date will be deemed ineligible.

	Any spend incurred prior to a project receiving formal approval as part of this initiative will be at your own risk and your council as the applicant will be required to accept any financial liabilities should the project subsequently fail to receive full approval.
Project Duration	Projects must be completed by 31 March 2025.
Geographic Scope	Each council can set out plans to use funding for a single place or more than one place within their council area.

## 2.6 Specific requirements for projects sought via this competition.

This section sets out any specific design factors, and programme outputs and outcomes that you should take account of when developing an Application:

### Design factors

MHCLG is seeking proposals from councils (one per council) to support the development of projects to help support local pride in place and enhance local communities across each council area.

Local councils and their partners can prioritise locally determined packages of activity. The following are priority activities:

- Green spaces
- Community and neighbourhood facilities
- Active travel
- Local arts, culture, heritage and sport

Needs and priorities will be different across each council area and each application/plan should determine the right interventions based on local community plans and local strategic issues.

MHCLG would also like to see evidence of community and neighbourhood involvement in the design of proposals, and delivery and/or maintenance of the capital works and evidence of how selected projects will contribute to the improvement of the health and wellbeing of local people.

Sustainability is key and therefore councils and their partners would be expected to outline a long-term sustainability plan for their funded capital initiatives, as well as potential plans to sustain any local arts, cultural heritage or creative activities proposed.

We ask all places to harness the power of volunteering to create sustainable delivery arrangements, and support social interaction and social capital in local places.

Proposals should be identified that will have maximum community impact and that can be delivered within the required timeframe.

Where appropriate, councils may pool resources with other councils – for example, where there is a community asset or active travel link that sits across more than one council area.

### **Strategic alignment with specific Northern Ireland policies, strategies, and complementary funding**

Across Northern Ireland there are many strategies and funding vehicles that are helping to support a sense of place and improve civic pride.

[The Northern Ireland Draft Programme for Government](#) presents a strategic framework of outcomes that combine to present a vision of a healthy, vibrant, and inclusive society. It envisages a society that contains no barriers to people living prosperous and fulfilling lives, a society that protects and enhances the biodiversity and the natural environment, a society that creates economic opportunity through tackling climate change and reducing greenhouse gas emissions and a society that creates high quality, sustainable, places for people to live, work and visit.

These, and other priorities, have been informed by civic engagement and are reflected in a wide range of existing strategies, such as the Department of Agriculture, Environment and Rural Affairs for Northern Ireland (DAEFA) [DAERA's draft Green Growth Strategy for Northern Ireland](#) and the Department for the Economy's 'A10x Economy - Northern Ireland's Decade of innovation' [Department for the Economy's 'A10x Economy - Northern Ireland's Decade of innovation'](#).

At the local government level, councils have developed Community Plans that have been designed in collaboration with statutory community planning partners and form part of a wider suite of strategies, including local development plans, town masterplans and neighbourhood renewal plans, aimed to address economic needs and to identify opportunities for prosperous and harmonious communities.

Councils should briefly set out how their proposal aligns with and minimises duplication with Department for Communities and DAERA funded programmes, as well as other funded activity available in Northern Ireland.

Councils should also describe how UKSPF funding will complement other funding such as MHCLG's Levelling Up Fund and Community Ownership Fund where relevant.

**Councils should be aware that MHCLG may engage with other public funders, or other bodies as appropriate, in the assessment of your proposal, to assess strategic alignment, including the extent to which your proposed project is complementary to and does not duplicate other funding.**

### **Outputs and Outcomes**

Councils should review the list of outputs and outcomes relevant to each intervention, and their definitions before applying for UKSPF. Please refer to the [Interventions, Objectives, Outputs and Outcomes for Northern Ireland](#) and [the UKSPF outputs and outcomes definitions](#).

Councils should set out how they will contribute to the following key outputs and in particular we are interested in how councils can contribute to the following priority outputs and outcomes.

#### **Outputs**

- Amount of land made wheelchair accessible/step free (M2)
- Number of neighbourhood improvements undertaken (Number of improvements)

- Number of amenities/facilities created or improved (Number of amenities or facilities)
- Number of local events or activities supported (Number of events/activities)
- Amount of green or blue space created or improved (M2)
- Number of new or improved cycleways or footpaths (Number of cycleways or footpaths)
- Total length of new or improved cycleways or footpaths (KM)
- Number of Tourism, Culture or heritage assets created or improved (Number of assets)
- Number of volunteering opportunities supported (numerical value)

### **Outcomes**

- Increased footfall (Number of people)
- Increased visitor numbers (% increase)
- Improved perceived/experienced accessibility (% increase)
- Improved perception of facilities/amenities (% increase)
- Increased users of facilities/amenities (Number of people)
- Improved perception of facility/infrastructure project (Number of people)
- Increased use of cycleways or footpaths (Number of cyclists or pedestrians)
- Number of community-led arts, cultural, heritage and creative programmes as a result of support (Number of programmes)
- Number of volunteering opportunities created as a result of support (Number of volunteering roles created)
- Number of premises with improved digital connectivity (numerical value)

Councils should identify and quantify all appropriate outputs and outcomes relevant to their project in their application and the supplementary spreadsheet templates provided.

Councils will need to demonstrate how their project will achieve the outputs and outcomes committed to within the application. The application should clearly state the methodology used to determine the levels of outputs and outcomes proposed. Councils should note that a number of outcomes will require a baseline to be established, in order to measure an increase or improvement, and may require surveys or other measurement tools to be used.

Councils should note that performance against proposed outputs and outcomes will be monitored as set out below.

## **3 General Information for Applicants**

Alongside the specific requirements for this competition, all councils must fully consider the following UKSPF requirements ahead of submitting a project for UKSPF funding:

### **3.1 Eligibility**

Councils must ensure they have read [section 7 of the UKSPF prospectus](#) which details the funds parameters and any eligibility criteria.

## **3.2 Cross Cutting Themes and Technical Considerations**

All applications will need to set out how they will consider the following requirements in both design and implementation of projects:

### **3.2.1 Equality considerations**

MHCLG is not a designated body for the purposes of section 75 of the Northern Ireland Act 1998, but we recognise the importance of not only meeting our legal obligations under the Equality Act 2010 but also giving due regard to the additional equalities considerations that apply in Northern Ireland. In designing the fund, MHCLG have considered our public sector equality duties under the Equality Act 2010, as well as relevant Section 75 groups specific to Northern Ireland.

Councils should describe how the project will take account of equalities legislation, including section 75 of the Northern Ireland Act 1998 and the Equality Act 2010.

Note - all project deliverers will also be asked, as a condition of award of funding, to collect information on beneficiaries with respect to the categories set out in section 75 of the Northern Ireland Act to assist MHCLG in monitoring the equalities impact of UKSPF as a whole.

### **3.2.2 Rural Access / Take Up**

Where relevant, Councils should demonstrate how they have considered access to public green spaces for those living in rural areas compared with their urban counterparts, when selecting activities to support.

### **3.2.3 Net zero**

All proposed activities should be based on low or zero carbon best practice and support the growing skills and supply chains in support of Net Zero where possible. As a minimum, investment under this fund should meet the clean growth principle and must not conflict with the UK's legal commitment to cut greenhouse gas emissions to net zero by 2050. You will be asked to confirm that you will meet this requirement.

### **3.2.4 Non-duplication of activity**

Councils must be able to demonstrate that the activity is either new or adds value to existing activity.

UKSPF cannot support activities that would duplicate or adversely affect demand from existing provision/services within Northern Ireland.

Applications also need to identify and evidence how people or businesses will use any space provided and demonstrated that the project does not displace other activity available in the marketplace.

### **3.2.5 Other policies or plans to consider.**

In addition to those outlined in section 2.6, when designing projects councils should consider any other local policies and those set out at [section 2.6 of the UKSPF prospectus](#).

### **3.2.6 Match funding**

Match funding is not mandatory. However, councils are encouraged to consider match funding from the private, public and third sectors wherever possible. This will maximise the value for money and impact of the Fund.

Where match funding is required for viability of the project, evidence that such match funding has been or is in the process of being secured is needed with the application.

### **3.2.7 Subsidy Control and State Aid**

All funding must take account of both Subsidy Control obligations and State Aid law.

While funding for communities and place projects will not typically confer an economic advantage on an entity engaged in economic activity, it is each council's responsibility to establish whether the proposed project might result in a subsidy or state aid.

In such circumstances, councils must consider how their project can be delivered in accordance with the UK's subsidy control obligations (or state aid law where relevant).

You should review the [published guidance](#) before submitting an application. You will need confirm if the proposed activity for the Communities and Place Package will be used commercially.

Where relevant, you will need to ensure they have an adequate system in place to record subsidy or State aid awarded and report to MHCLG as required.

### **3.2.8 Procurement**

Councils should refer to both the [additional information on procurement for the UK Shared Prosperity Fund in Northern Ireland](#), and overarching public procurement requirements within section [7.6.2 of the Prospectus](#).

Councils will be asked to confirm that any procurements undertaken comply with this. A list of procurements, both planned and any already undertaken will be required with the application.

### **3.2.9 Branding and Publicity**

Councils should review the [UKSPF branding and publicity guidance](#) prior to submitting applications. They will be required to confirm that they will adhere to this guidance as part of the delivery of any UKSPF project.

### **3.2.10 Reporting and Evaluation**

Councils should be aware that we will require quarterly reports of project expenditure and outputs and outcomes. Further information on the reporting requirements for UKSPF funded projects is available [here](#).

Individual project-level evaluations may be appropriate but are not mandatory. MHCLG has commissioned a place level evaluation, and evaluations of a number of interventions across the United Kingdom. Where projects are providing support to beneficiaries, they will be required to collect personal data of beneficiaries supported. This information will be used for monitoring and evaluation of the programme, including equalities impacts, in accordance with a data sharing policy, which will be published on gov.uk before completion of the project selection process.

### **3.2.11 Assurance and Risk**

Councils will need to describe systems in place to manage assurance and risk at an organisational level. A short risk register must also be submitted alongside each application.

## **3.3 Joint bids**

Where appropriate, councils may work together to deliver an activity that crosses council boundaries. In addition, councils may work in partnership with another organisation to deliver an activity.

Where a joint proposal is submitted, one council will be required to act as a lead Applicant. Each partner organisation will be required to submit a [form](#) declaring their support for the project. A copy of each completed form will need to be submitted alongside the application.

The lead council will enter into a memorandum of understanding with MHCLG and is responsible and liable for the project including the activities of and costs incurred by partner organisations.

## 4. How to apply for funding

### 4.1 Application Process

Applications will be submitted via email.

In addition to the application form, the following documents are required:

- A fully completed supplementary information form including priority projects that are at a state of readiness to be delivered by 31<sup>st</sup> March 2025
- Evidence of secured match funding (where this forms part of the funding package)
- Evidence of support form for each partner organisation (for joint bids)
- Evidence of planning permissions or similar if required.

These documents must be submitted by email to [UKSPFNI@levellingup.gov.uk](mailto:UKSPFNI@levellingup.gov.uk)

MHCLG will deliver a workshop to provide further information on the funding opportunity and application process. You may ask questions at this time. During the application period, Councils may also submit technical queries by emailing [UKSPFNI@levellingup.gov.uk](mailto:UKSPFNI@levellingup.gov.uk).

### 4.2 How will applications be assessed?

The assessment process will consist of reviews of the strategic fit (including contribution to UKSPF and NI Investment Plan objectives), deliverability and value for money and effectiveness.

Please note as part of the assessment process, we may ask for further information or clarity on information provided in applications. However, it is the responsibility of each council applicant to ensure that applications and supporting documentation are accurate and clear and all relevant information to enable assessment by MHCLG. Applicants will not have an opportunity to provide additional information after the application window has closed.

Assessment will be led by MHCLG officials with advice from appropriate stakeholders. Final selection decisions will be undertaken by MHCLG ministers and may include consideration of activity spread and geographic distribution of the activities forming part of your application.

**Annex 1 - Per capita indicative allocations for each council area**

<b>Council area</b>	<b>Population (2021 census)</b>	<b>(£)</b>
Antrim & Newtownabbey	145,700	754,069
Ards & North Down	163,700	847,228
Armagh, Banbridge and Craigavon	218,700	1,131,880
Belfast City	345,400	1,787,615
Causeway Coasts and Glens	141,700	733,367
Derry City & Strabane	150,800	780,464
Fermanagh and Omagh	116,800	604,497
Lisburn and Castlereagh	149,100	771,666
Mid & East Antrim	139,000	719,393
Mid Ulster	150,300	777,876
Newry, Mourne and Down	182,100	942,457

**Annex 2- Timelines**

<b>Activity</b>	<b>Timing/date</b>
Hold a launch meeting with NI councils to convey the commission requirements	29th August
Commission opens for applications	29 <sup>th</sup> August
1:1 information clinic with applicants	w/c 2 <sup>nd</sup> September
Closing date for applications	19 <sup>th</sup> September
Gateway checks and assessment Complete quality assurance in real time, to expedite assessment as much as possible. Correspond with applicants to clarify details where necessary. Create and complete an audit log of applications, assessment results and recommendations.	w/c 23 <sup>rd</sup> September
Prepare recommendations for SRO, including Councils' responses on equality impacts. Ministerial selection decisions. Prepare and issue MoUs and Grant Determination Letters	w/c 7 <sup>th</sup> October

# UK Shared Prosperity Fund Northern Ireland

## Community and Place 2024-25

Revenue Based Proposals - direct delivery by Council					
Item	Project Title	Brief Description	Proposed Budget Allocation	Intervention Area	Current source of funding
1	Christmas Programme 2024 (including Lisburn Light Festival)	<p>To compliment the Christmas Programme and Light Festival, the following is proposed:</p> <ul style="list-style-type: none"> <li>• Elfie Tour - A Christmas theatre walking tour that will travel throughout the city centre, visiting the main light attractions with a festive narrative. The tour will incorporate elements of local culture, traditions, and Christmas history into the tour narrative.</li> <li>• Santa Sleigh Ride - An innovative Virtual Reality (VR) experience with a festive Christmas theme, providing visitors with an engaging and immersive experience that captures the spirit of the season.</li> <li>• A “Christmas Hub” – utilising an empty shop unit within the heart of the City Centre, decorated in a festive theme. The Christmas Hub will host an array of workshops, arts, crafts and festive events.</li> <li>• A “Pop-Up” Christmas mini-market, hosting traders within 7 wooden huts along Bow Street.</li> <li>• Other enhancements include Lisburn Square Christmas Market,</li> </ul>		<p>NI 1 Priority</p> <p>NI 6 Priority</p> <p>NI 8 Supplementary</p>	

		Installations, additional signage and pole mounts. <ul style="list-style-type: none"> <li>Enhancement of Farmers/Community Markets</li> </ul>			
2	Seasonal Marketing and Promotional Campaign	To include more substantial Christmas and Spring Marketing and Promotional Campaigns by utilising the council's existing integrated marketing framework including presentation at Balmoral Show. Potential to extend festival of activities in Royal Hillsborough to promote the only royal village in Northern Ireland, generating more trips and tourism revenue for the local businesses.		NI 8 Supplementary	Part Revenue expenditure
Total					

**Works Based Proposals - direct delivery by Council**

Item	Project Title	Brief Description	Proposed Budget Allocation	Intervention Area	Current source of funding
1	Refurbishment of Castle Gardens Toilet	Upgrade existing facilities in Castle Gardens. This does not include Changing Places standards as no revenue contribution but will involve ambulant disability access as a minimum.		NI 1 Priority	None
2	Re orientation of Hydebank Changing Pavilion to incorporate public facing toilets	Incorporate within the existing structures an outward facing public convenience to ambulant and wheelchair friendly facilities in order to cater for both spectators and youth programmes on the site.		NI 2 Priority NI 10 Supplementary	Part of a current capital project involving scope change
3	Drumlough/ Rockview Park Play Area	Refurbishment of existing play facilities in Rockview Park		NI 2 Priority	No established priority although on the capital programme
4	Crossnacreevy playground upgrade	Reburbishment of existing play facilities		NI 2 Priority	No established priority although on the capital programme
5	Ryan Park playground upgrade	Reburbishment of existing play facilities		NI 2 Priority	No established priority although on the capital programme
6	Drumbo Trim Trail	Amenity area enhancement involving pathway and obstacle activity set incorporating litter, bins and general amenity		NI 2 Priority NI 7 Priority	No established priority although on the capital programme. Feasibility study complete

7	Maghaberry MUGA enhancement	Change of mat from 2G to 3G facility in order to encourage further participation and increased usage		NI 2 Priority NI 10 Supplementary	Programmed within feasibility
8	Skateboard Park, Bells Lane	Bring forward detailed design proposals up to RIBA Stage3 for inclusion in a planning application		NI 6 Priority NI 10 Supplementary	Programmed within feasibility
9	Lighting to Lough Moss and Carryduff Park Trim Trail – design proposals	Bring forward detailed design proposals up to RIBA Stage3 for inclusion in a planning application with detailed mechanical and electrical designs		NI 7 Priority	Programmed within feasibility
Total					


#### Key



Project on Works Programme

CIF considerations					
Item	Project Title	Brief Description	Proposed Budget Allocation	Intervention Area	Current source of funding
1	CIF Pilot Programme Contribution to the following projects:  [REDACTED]  [REDACTED]	[REDACTED]  [REDACTED]	[REDACTED]	NI 2 Priority  NI 10 Supplementary	CIF
Total			[REDACTED]		

**Key**

 Project on Works Programme

# **Lisburn & Castlereagh City Council**

## **Section 75 Equality and Good Relations Screening template (Oct 2022)**

### **Part 1. Information about the activity/policy/project being screened**

#### **Shared Prosperity Fund – Community and Place**

Following community consultation LCCC has earmarked circa £1.150 million for developing both capital and revenue projects in each of its seven DEAs.

This new fund will be used to roll out wider community investment to support the delivery of key projects across the Lisburn and Castlereagh City Council area. It is also a way for the council to connect with local communities and businesses plus engage at a local level.

The Capital projects will be on land owned by the Council located within the LCCC area and will upgrade or provide much needed additionality to existing facilities. Council has identified schemes which will address either community and/or sports needs. Revenue projects will provide additional funding to improve the Council events offerings that attract footfall and support businesses across the district.

#### **Name of the activity/policy/project**

**Shared Prosperity Fund – Community and Place.** See attached Appendices 1, 2 & 3 identifying the projects

#### **Is this activity/policy/project – an existing one, a revised one, a new one?**

It is new.

#### **What are the intended aims/outcomes the activity/policy/project is trying to achieve?**

A total of circa £1.150 million has been allocated to making tangible and visible improvements to the places where people work and live. The funding allocated will have maximum benefit to citizens and will make a significant contribution to council objectives.

The aim of the funding overall is to enable Council to deliver projects which will benefit citizens and contribute to LCCC corporate objectives as set out in our key strategic documents which include the community plan, 10 Year Investment Plan and corporate plan.

This project aims to

- Upgrade existing facilities and provide much needed funding to build upon successful events to attract greater footfall to support businesses within LCCC area.
- Provide and enhance services both capital and revenue to the citizens and visitors to the area.
- Community engagement has identified a clear demand for these projects.

**Who is the activity/policy/project targeted at and who will benefit? Are there any expected benefits for specific Section 75 categories/groups from this activity/policy/project? If so, please explain.**

This project does not target any specific population category and aims to benefit all people using the facilities across the LCCC area. The overall objective is to provide an enhanced user experience that will be accessible to all.

**Who initiated or developed the activity/policy/project?**

Director of Regeneration and Growth

**Who owns and who implements the activity/policy/project?**

The project is owned by LCCC and the project will be implemented by the Capital Programmes Team and the Portfolio Team within LCCC.

**Are there any factors which could contribute to/detract from the intended aim/outcome of the activity/policy/project?**

Yes

**If yes, give brief details of any significant factors.**

The success of the plan will depend on the speed of the procurement and approvals process.

**Who are the internal and external stakeholders (actual or potential) that the activity/policy/project will impact upon? Delete if not applicable**

Staff	In delivery
Service Users	Local area residents and businesses, including those who live and work in the immediate surrounding area.
Other Public Sector Organisations – please list	Not quantifiable at this point.

Voluntary/Community/Trade Unions – please list	N/A
Other, e.g. Elected Members – please list	Elected members in the selected area will be involved

### Other policies/strategies/plans with a bearing on this activity/policy/project

Name of policy/strategy/plan	Who owns or implements?
1 LCCC Community Plan	LCCC <a href="https://www.lisburncastlereagh.gov.uk/uploads/general/Community_Plan_2017-2032_EMAIL.pdf">https://www.lisburncastlereagh.gov.uk/uploads/general/Community_Plan_2017-2032_EMAIL.pdf</a>
2 LCCC DEA Investment Programme	LCCC
3 LCCC Corporate Plan	LCCC <a href="https://www.lisburncastlereagh.gov.uk">Corporate plan and ambitions 2024/2028 - Lisburn &amp; Castlereagh (lisburncastlereagh.gov.uk)</a>
4 LCCC 10 Year Investment Plan	LCCC

### Available evidence

**What evidence/information (qualitative and quantitative) have you gathered or considered to inform this activity/policy? Specify details for each Section 75 category.**

**Most up to date NISRA population data from Census 2021 (published 22/09/22)**

**Lisburn and Castlereagh Census Data**

Section 75 Category	Details of evidence/information																																			
Religious Belief	<table><tr><th colspan="2">NI Census 2021</th><th>N. Ireland (%)</th><th colspan="2">LCCC (%)</th></tr><tr><td colspan="2">Catholic</td><td>42.3</td><td colspan="2">23.9</td></tr><tr><td colspan="2">Protestant and Other Christian</td><td>37.7</td><td colspan="2">48.7</td></tr><tr><td colspan="2">Other</td><td>17.3</td><td colspan="2">1.8</td></tr><tr><td colspan="2">No Religion</td><td>17.3</td><td colspan="2">24. 1</td></tr><tr><td colspan="2">Not Stated</td><td>1.6</td><td colspan="2">1.4</td></tr></table>						NI Census 2021		N. Ireland (%)	LCCC (%)		Catholic		42.3	23.9		Protestant and Other Christian		37.7	48.7		Other		17.3	1.8		No Religion		17.3	24. 1		Not Stated		1.6	1.4	
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No Religion		17.3	24. 1																																	
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Political Opinion	<p>The Local Government Election in May 2023 demonstrated the following w the Borough’s political opinion. Note: only 52% of those eligible submitted .</p> <table><tr><th>DUP (%)</th><th>Alliance (%)</th><th>UUP (%)</th><th>SF (%)</th><th>SDLP (%)</th><th>Ind (%)</th></tr><tr><td>35</td><td>32.5</td><td>15</td><td>10</td><td>5</td><td>2.5</td></tr></table>						DUP (%)	Alliance (%)	UUP (%)	SF (%)	SDLP (%)	Ind (%)	35	32.5	15	10	5	2.5																		
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Racial Group	<table><tr><th>NI Census 2021</th><th>N. Ireland (%)</th><th colspan="2">LCCC (%)</th></tr><tr><td>White</td><td>96.6</td><td colspan="2">96.07</td></tr><tr><td>Irish Traveller</td><td>0.01</td><td colspan="2">0.07</td></tr><tr><td>Other/Not Recorded</td><td>3,39</td><td colspan="2">3.86</td></tr></table>						NI Census 2021	N. Ireland (%)	LCCC (%)		White	96.6	96.07		Irish Traveller	0.01	0.07		Other/Not Recorded	3,39	3.86															
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Other/Not Recorded	3,39	3.86																																		
Age	<table><tr><th>NI Census 2021</th><th>N. Ireland (%)</th><th colspan="2">LCCC (%)</th></tr><tr><td>0-15</td><td>19%</td><td colspan="2">20.2%</td></tr><tr><td>16-39</td><td>31%</td><td colspan="2">28.9%</td></tr><tr><td>40-64</td><td>32%</td><td colspan="2">33.3%</td></tr><tr><td>65+</td><td>17%</td><td colspan="2">17.6%</td></tr></table>						NI Census 2021	N. Ireland (%)	LCCC (%)		0-15	19%	20.2%		16-39	31%	28.9%		40-64	32%	33.3%		65+	17%	17.6%											
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65+	17%	17.6%																																		
Marital Status	For the 16+ population in relation to marital and civil partnerships:																																			

	30.65% single; 53.78% married; 0.10% same sex partnership; 3.27% separated; 5.52% divorced; 6.68% widowed.																							
	<table><tr><th>NI Census 2021</th><th>N. Ireland (%)</th><th>LCCC (%)</th></tr><tr><td>Single</td><td>38</td><td>33.07</td></tr><tr><td>Married</td><td>43</td><td>51.4</td></tr><tr><td>Civil Partnership</td><td>0.3</td><td>0.19</td></tr><tr><td>Separated</td><td>4</td><td>3.1</td></tr><tr><td>Divorced</td><td>6</td><td>5.9</td></tr><tr><td>Widowed</td><td>6</td><td>6.2</td></tr></table>	NI Census 2021	N. Ireland (%)	LCCC (%)	Single	38	33.07	Married	43	51.4	Civil Partnership	0.3	0.19	Separated	4	3.1	Divorced	6	5.9	Widowed	6	6.2		
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Married	43	51.4																						
Civil Partnership	0.3	0.19																						
Separated	4	3.1																						
Divorced	6	5.9																						
Widowed	6	6.2																						
Sexual Orientation	<table><tr><th>NI Census 2021</th><th>N. Ireland (%)</th><th>LCCC (%)</th></tr><tr><td>Straight or heterosexual</td><td>90.04</td><td>91.36</td></tr><tr><td>Gay or lesbian</td><td>1.17</td><td>1.21</td></tr><tr><td>Bisexual</td><td>0.75</td><td>0.69</td></tr><tr><td>Other sexual orientation</td><td>0.17</td><td>0.15</td></tr><tr><td>Prefer not to Say</td><td>4.58</td><td>3,72</td></tr><tr><td>Not Stated</td><td>3.30</td><td>2.87</td></tr></table>	NI Census 2021	N. Ireland (%)	LCCC (%)	Straight or heterosexual	90.04	91.36	Gay or lesbian	1.17	1.21	Bisexual	0.75	0.69	Other sexual orientation	0.17	0.15	Prefer not to Say	4.58	3,72	Not Stated	3.30	2.87		
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Not Stated	3.30	2.87																						
Men & Women Generally	2021 Census Information - The population of the LCCC Council Area is 49% male and 51% female.																							
Disability	In the 2021 Census, 50,121 disabilities or residents with 1 or more long-term health conditions were reported within the 149,107 residents' population in the Lisburn & Castlereagh City Council area that are over 16. 66.84% of the council area reported they experienced no condition. In 2021, 3% of the eligible population in the council area were claiming Disability Living Allowance, 7% were claiming Personal Independent Payments and 3% were claiming Attendance Allowance.																							

People with and without Dependents	2021 Census Information – Lisburn & Castlereagh City Council is just slightly above the mid – point Northern Ireland in relation to dependent children in household between ages of 0 - 4; 5 – 9; 10 – 14 but is in bottom position in relation to children & young adults aged 15 – 19 years. In 2021, of the 60,143 households in the Lisburn & Castlereagh City council area 14.4% (8,661) had dependent children; 10.98% of the population on average provide unpaid care, with 3.4% providing in excess of 50 hours per week.
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## Needs, experiences and priorities

**Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular activity/policy/decision? Specify details for each of the Section 75 categories**

Section 75 Category	Details of needs/experiences/priorities
Religious Belief	No specific need identified in relation to religious belief.
Political Opinion	No specific need identified in relation to religious belief.
Racial Group	The need is to provide information that is accessible to people who do not have English as first language.
Age	The needs of younger, older residents & visitors will be addressed through the design phase of the upgrading of play parks and /or the resurfacing of the Moat Park project.
Marital Status	No additional needs identified that won't be covered in the programme.
Sexual Orientation	No additional needs identified that won't be covered in the programme.
Men & Women Generally	Safety of lone visitors (female, young people, older visitors) in remote areas.

Disability	Ensure accessibility requirements are met for those with disabilities using the play parks and attending events.
People with and without Dependants	Ensure accessible for those with pushchairs, wheelchairs etc.

## Part 2. Screening questions

**1 What is the likely impact on equality of opportunity for those affected by this activity/policy, for each of the Section 75 equality categories?**

<b>Section 75 Category</b>	<b>Details of likely impact – will it be positive or negative? If none anticipated, say none</b>	<b>Level of impact - major or minor* - see guidance below</b>
Religious Belief	None anticipated as project will aim to be respectful of all beliefs	Minor
Political Opinion	None anticipated as project will aim to be respectful of all opinions.	Minor
Racial Group	None anticipated	Minor
Age	Project aims to be accessible to all age groups whether they are capital and revenue projects.	Minor
Marital Status	None anticipated	None
Sexual Orientation	None anticipated	None
Men & Women Generally	None anticipated	None
Disability	Project aims to be accessible to all groups whether they are capital and revenue projects.	Minor
People with and without Dependants	This strategy is not expected to have any impact on those with dependants generally.	None

\* See Appendix 1 for details.

**2(a) Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?**

Section 75 Category	If Yes, provide details	If No, provide details
Religious Belief	As part of delivery we will take into consideration opportunities to better promote equality for all section 75 groups. This will be a standing item on the Programme Board monthly meetings	
Political Opinion		
Racial Group		
Age		
Marital Status		
Sexual Orientation		
Men & Women Generally		
Disability		
People with and without Dependents		

**Equality Action Plan 2021-2025**

Does the activity/policy/project being screened relate to an action in the Equality Action Plan 2021-2025?

Yes, mainly this relates to actions in Theme 2: Access to Information 2.1:

- To keep under review requests for information in various formats across Council.
- Monitor all electronic/social media avenues to promote accessibility.

**2(b) DDA Disability Duties (see Disability Action Plan 2021-2025)**

Does this policy/activity present opportunities to contribute to the actions in our Disability Action Plan:

- to promote positive attitudes towards disabled people?
- to encourage the participation of disabled people in public life?

Yes, under Promotion & Engagement:

- 3.1 Identify relevant opportunities and encourage participation of disabled people through targeted promotion
- 3.2 Ensure disabled people and representative groups are targeted proactively in all council consultations and engagement events/ initiatives.

And under Communication and Accessibility;

- 4.1 Include positive images of individuals with a disability in Council promotional material and publications.

### **3 To what extent is the activity/policy/project likely to impact on good relations between people of different religious belief, political opinion or racial group?**

<b>Good Relations Category</b>	<b>Details of likely impact. Will it be positive or negative? [if no specific impact identified, say none]</b>	<b>Level of impact – minor/major*</b>
Religious Belief	None	Minor positive impact
Political Opinion	None	Minor positive impact
Racial Group	None	Minor positive impact

\*See Appendix 1 for details.

### **4 Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?**

<b>Good Relations Category</b>	<b>IF Yes, provide details</b>	<b>If No, provide details</b>
Religious Belief		No – all opportunities currently being addressed. Will review at further stage.
Political Opinion		
Racial Group		

### **Multiple identity**

**Provide details of any data on the impact of the activity/policy/project on people with multiple identities. Specify relevant Section 75 categories concerned.**

The Council recognises that no one individual sits exclusively within any one designated group and this has been recognised and given consideration at this time.

We have taken into account the needs of different multiple identities in the development of this project. For example, children with disabilities or older people with disabilities will benefit from enhanced accessibility measures.

### Part 3. Screening decision/outcome

Equality and good relations screening is used to identify whether there is a need to carry out a **full equality impact assessment** on a proposed policy or project.

There are 3 possible outcomes:

- 1) **Screen out** - no need for a full equality impact assessment and no mitigations required because no relevance to equality, no negative impacts identified or only very minor positive impacts for all groups. This may be the case for a purely technical policy for example.
- 2) **Screen out with mitigation** - no need for a full equality impact assessment but some minor potential impacts or opportunities to better promote equality and/or good relations identified, so mitigations appropriate. Much of our activity will probably fall into this category.
- 3) **Screen in for full equality impact assessment** – potential for significant and/or potentially negative impact identified for one or more groups so proposal requires a more detailed impact assessment. [See Equality Commission guidance on justifying a screening decision.]

**Choose only one of these** and provide reasons for your decision and ensure evidence is noted/referenced for any decision reached.

Screening Decision/Outcome	Reasons/Evidence
Option 1  <b>Screen out</b> – no equality impact assessment and no mitigation required [go to Monitoring section]	
Option 2  <b>Screen out with mitigation</b> – some potential impacts identified but they can be addressed with appropriate mitigation or some opportunities to better promote equality and/or good relations identified [complete mitigation section below]	No need for a full equality impact assessment at this stage as any section 75 / good relations negative impact identified have been mitigated by the measures set out herein.  We will continuously review this measure and should any significant minor impacts arise, a screening assessment should again be carried out with the possibility of a full equality impact assessment being required.  Each individual project will be subject to its own equality and good relations screening.

Option 3  <b>Screen in</b> for a full Equality Impact Assessment (EQIA)  [If option 3, complete timetabling and prioritising section below]	
---	--

### **Mitigation (Only relevant to Option 2)**

**Can the activity/policy/project plan be amended or an alternative activity/policy introduced to better promote equality of opportunity and/or good relations**

N/A

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative activity/policy and ensure the mitigations are included in a revised/updated policy or plan.

Mitigations already under consideration include accessibility considerations for different disabilities, older people, families and those who do not have English as a first language.

If feedback suggests further practicable measures they will be considered. The project will be continuously reviewed to ensure equality and good relations. Each individual project will be subject to its own equality and good relations screening.

### **Timetabling and prioritising for full EQIA (only relevant to Option 3)**

If the activity/policy has been '**screened in**' for full equality impact assessment, give details of any factors to be considered and the next steps for progressing the EQIA, including a proposed timetable.

Is the activity/policy affected by timetables established by other relevant public authorities? No

### **Part 4. Monitoring**

Public authorities should consider the guidance contained in the Commission's Monitoring Guidance for Use by Public Authorities (July 2007).

Effective monitoring will help a public authority identify any future adverse impact arising from the activity/policy which may lead the public authority to

conduct an equality impact assessment, as well as help with future planning and activity/policy development.

**What will be monitored and how? What specific equality monitoring will be done? Who will undertake and sign-off the monitoring of this activity/policy and on what frequency?** Please give details:

Monitoring of this project will involve logging feedback and complaints from local businesses, local residents, and other relevant individuals/organisations, which will be held in a central council database for action when required, and to allow the development of statistical data over time in order to further identify opportunities to introduce measures to assist S75 groups. This project will consist of design/planning, tender and construction phases which will be consulted on as well.

## **Part 5 - Approval and authorisation**

	<b>Position/Job Title</b>	<b>Date</b>
Screened by:	Colin McKenna Programme Co Ordinator	
Reviewed by:	Equality Officer	
<b>Approved by:</b>	Arlene Barton Acting Head of IT, Portfolio & Commercialisation	

Note: On completion of the screening exercise, a copy of the completed Screening Report should be:

- approved and 'signed off' by a senior manager responsible for the activity/policy
- included with Committee reports, as appropriate
- sent to the Equality Officer for the quarterly screening report to consultees, internal reporting and publishing on the LCCC website

- shared with relevant colleagues
- made available to the public on request.

Evidence and documents referenced in the screening report should also be available if requested.

## **Appendix 1 – Equality Commission guidance on equality impact**

\*Major impact:

- a) The policy/project is significant in terms of its strategic importance;
- b) Potential equality matters are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

Minor impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

No impact (none)

- a) The policy has no relevance to equality of opportunity or good relations;
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.

Updated Template @ Oct 2022



## Appendix I - Rural Needs Impact Assessment (RNIA) Template

### SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

#### 1A. Name of Public Authority.

Lisburn & Castlereagh City Council

#### 1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

**UK Shared Prosperity Fund - Community and Place** - This is an investment of circa a £1.150m for a mini programme of projects throughout each of the seven District Electoral Areas of Council.

#### 1C. Please indicate which category the activity specified in Section 1B above relates to.

Developing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Adopting a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Implementing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input checked="" type="checkbox"/>
Revising a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Designing a Public Service	<input type="checkbox"/>		
Delivering a Public Service	<input type="checkbox"/>		

#### 1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above.

UK Shared Prosperity Fund - Community and Place

#### 1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

This plan is an investment of £1.150 million throughout each of the seven District Electoral Areas of Council. It will lead to visible, tangible improvements to the places where people work and live, giving communities more reasons to be proud of their area. The Capital projects will benefit our communities, and the revenue contributions are aimed at aiding our businesses.

**1F. What definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?**

Population Settlements of less than 5,000 (Default definition).

☒

Other Definition (Provide details and the rationale below).

☐

A definition of 'rural' is not applicable.

☐

*Details of alternative definition of 'rural' used.*

N/A

*Rationale for using alternative definition of 'rural'.*

N/A

*Reasons why a definition of 'rural' is not applicable.*

N/A

## SECTION 2 - Understanding the impact of the Policy, Strategy, Plan or Public Service

**2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?**

Yes ☒ No ☐ If the response is **NO** GO TO Section **2E**.

**2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.**

The plan will have a positive impact on communities and businesses going forward. The plan will impact equitably in both rural and urban areas within the Council area and specifically within the 7 DEA areas identified below, many of which have a rural/urban mix.

DEA	Population Census 2019	% 2019	Population Census 2021	% 2021
Killultagh	21,450	14.6	22,013	14.8
Downshire West	17,110	11.6	17,190	11.5
Lisburn North	23,050	15.7	23,449	15.7
Lisburn South	23,610	16.0	24,321	16.3
Downshire East	16,720	11.3	16,746	11.2
Castlereagh South	24,010	16.3	23,488	15.8
Castlereagh East	20,860	14.2	21,899	14.7

Source: NISRA/NINIS

**2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas differently from people in urban areas, please explain how it is likely to impact on people in rural areas differently.**

It is not envisaged that the application will advertently impact on people in rural areas differently from people in urban areas. The plan has endeavored to be as inclusive as possible across each of the 7 DEA areas. Each project will be subject to its own rural needs impact assessment.

**2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily impact on.**

Rural Businesses	<input checked="" type="checkbox"/>
Rural Tourism	<input checked="" type="checkbox"/>
Rural Housing	<input type="checkbox"/>
Jobs or Employment in Rural Areas	<input checked="" type="checkbox"/>
Education or Training in Rural Areas	<input type="checkbox"/>
Broadband or Mobile Communications in Rural Areas	<input type="checkbox"/>
Transport Services or Infrastructure in Rural Areas	<input type="checkbox"/>
Health or Social Care Services in Rural Areas	<input type="checkbox"/>
Poverty in Rural Areas	<input type="checkbox"/>
Deprivation in Rural Areas	<input type="checkbox"/>
Rural Crime or Community Safety	<input type="checkbox"/>
Rural Development	<input checked="" type="checkbox"/>
Agri-Environment	<input type="checkbox"/>
Other (Please state)	<input type="text"/>

**If the response to Section 2A was YES GO TO Section 3A.**

**2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.**

The focus of the Shared Prosperity Fund – Community and Place is to ensure that there is balanced investment throughout the Council area with a specific focus to respond to the needs and demands identified by each of the 7 DEA areas to take in both urban and rural considerations equitably.

## SECTION 3 - Identifying the Social and Economic Needs of Persons in Rural Areas

**3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?**

Yes ☒ No ☐ If the response is **NO** GO TO Section **3E**.

**3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.**

Consultation with Rural Stakeholders	<input checked="" type="checkbox"/>	Published Statistics	<input type="checkbox"/>
Consultation with Other Organisations	<input type="checkbox"/>	Research Papers	<input type="checkbox"/>
Surveys or Questionnaires	<input type="checkbox"/>	Other Publications	<input type="checkbox"/>
Other Methods or Information Sources (include details in Question 3C below).			<input type="checkbox"/>

**3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.**

LCCC Corporate Plan 2024 – 2028  
LCCC Departmental Plans  
LCCC Investment Plan  
LCCC Equality Scheme  
LCCC Community Plan 2017 – 2032

According to the LCCC Local Rural Development Strategy (2016), just under half of the population (47.2%) in the LCCC area live in rural areas and the population forecast is set to grow by 8,300 residents between 2018-2032 (0.4% per annum, twice that of the NI equivalent). L&CCC's population growth outlook between 2018-2032 on average will be 1.65% making it the third highest across NI districts and 0.35 points above the NI rate.

**3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?**

The Interim Local Rural Development Strategy (2016) has identified the following as key areas.

Rural Businesses  
Rural Tourism  
Jobs or Employment in Rural Areas  
Education or Training in Rural Areas  
Poverty in Rural Areas  
Deprivation in Rural Areas  
Rural Development  
Agri-Environment

If the response to Section 3A was **YES** GO TO Section 4A.

**3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas?**

N/A

## **SECTION 4 - Considering the Social and Economic Needs of Persons in Rural Areas**

### **4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.**

As previously identified in Section 2B, the plan proposed will have a positive impact on the local rural including rural business community and the Council area as a whole.

According to the Interim Local Area Plan (2019), approximately 85% of the total population of the council area reside in settlements and 15% outside settlements in the rural area.

In 2023, 58% of businesses were based in rural area in Northern Ireland. The business base in the region as a whole is predominantly small to medium enterprises with a dominance of micro business. In terms of businesses located only in rural areas, 94% are defined as micro (having less than 10 employees). Agriculture plays a more important role in the economy of NI than is the case in the rest of the UK, it generates a higher proportion of total GVA (Gross value added) in the economy and accounts for a higher proportion of our employment.

Furthermore 78% of the total NI land area is in agricultural use. Rural businesses located in NI have particular challenges and need specific solutions e.g. the slow uptake of agriculture and rural enterprises in NI with regards to innovation, whilst 14% of tourism expenditure takes place in rural areas (compared with 86% in urban) are further examples of challenges facing the small rural businesses in Northern Ireland.

In 2021 there were 5,170 VAT/PAYE registered businesses in the L&CCC area (NISRA). The close proximity to Belfast puts the L&CCC area in an advantageous position whereby the population density is a way to generate an increase in sales and revenue.

Considering that almost half of the L&CCC district is rural, the regeneration of the L&CCC area, is a key priority for the Council whom over the next 10 years will continue to invest in regeneration initiatives.

## SECTION 5 - Influencing the Policy, Strategy, Plan or Public Service

**5A. Has the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?**

Yes ☒ No ☐ If the response is **NO** GO TO Section **5C**.

**5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.**

The Council's Community Plan 2017-2032 has been given due consideration when developing this Shared Prosperity Fund – Community and Place, along with engagement by the council's Senior Management Team with Heads of Service and Elected Members. This also included, importantly, contact with and feedback from local communities, both urban and rural.

The subsequent list of activities/projects that was compiled by urban and rural stakeholders across the DEAs (see table below) ensured that each DEA would benefit from relevant activities/projects.

Mid-Year Population Estimates 2021 – District Electoral Areas

DEA	Population Census 2019	% 2019	Population Census 2021	% 2021
Killultagh	21,450	14.6	22,013	14.8
Downshire West	17,110	11.6	17,190	11.5
Lisburn North	23,050	15.7	23,449	15.7
Lisburn South	23,610	16.0	24,321	16.3
Downshire East	16,720	11.3	16,746	11.2
Castlereagh South	24,010	16.3	23,488	15.8
Castlereagh East	20,860	14.2	21,899	14.7

Source: NISRA/NINIS

If the response to Section **5A** was **YES** GO TO Section **6A**.

**5C. Please explain why the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified.**

N/A

## SECTION 6 - Documenting and Recording

**6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.**

I confirm that the RNIA Template will be retained and relevant information compiled.

☒

<b>Rural Needs Impact Assessment undertaken by:</b>	Colin McKenna
<b>Position/Grade:</b>	Programme Co Ordinator
<b>Division/Branch</b>	Portfolio, IT & Commercialization
<b>Signature:</b>	<i>Colin McKenna</i>
<b>Date:</b>	11 September 2024
<b>Rural Needs Impact Assessment approved by:</b>	Arlene Barton
<b>Position/Grade:</b>	Acting HoS –
<b>Division/Branch:</b>	IT, Portfolio & Commercialisation
<b>Signature:</b>	
<b>Date:</b>	

<b>Committee:</b>	Council Meeting
<b>Date:</b>	24 September 2024
<b>Report from:</b>	Chief Executive

## CONFIDENTIAL REPORT

<b>Reason why the report is confidential:</b>	Information relating to the financial or business affairs of any particular person (including the Council)
<b>When will the report become available:</b>	
<b>When will a redacted report become available:</b>	After the agreement is signed and sealed
<b>The report will never become available:</b>	

<b>Item for:</b>	Decision
<b>Subject:</b>	Requirement to enter into a Section 76 planning agreement for planning application LA05/2022/0612/F

1.0	<p><b><u>Background</u></b></p> <ol style="list-style-type: none"> <li>Section 76 (1) of the Planning Act (Northern Ireland) 2011 (the Act) provides that any person with an estate in land may enter into an agreement with the relevant authority to: <ul style="list-style-type: none"> <li>Facilitate or restrict the development or use of land in any specified way;</li> <li>Require specified operations or activities to be carried out in, on, under or over land;</li> <li>Require the land to be used in a specified way;</li> <li>Require a sum or sums to be paid to the planning authority or to a Northern Ireland government department on specified date/dates or periodically.</li> </ul> </li> </ol> <p><b><u>Key Issues</u></b></p> <ol style="list-style-type: none"> <li>It was resolved at a meeting of the Planning Committee on 1 July 2024 to grant planning permission for the erection of 26 dwellings (revision to layout and house types previously approved under Y/2009/0303/RM), landscaping and all other associated site works on lands 129 metres north of 32 Millmount Village Crescent and 146 metres north northwest of 9 Millmount Village Drive Dundonald.</li> <li>The recommendation presented was subject to the developer entering into a Section 76 planning agreement to ensure that adequate provision is made for affordable housing as an integral part of the development in accordance with Policy HOU10 of the Lisburn and Castlereagh City Council Local Development Plan.</li> <li>The Developer covenants with the Council that: <ul style="list-style-type: none"> <li>The Developer covenants with the Council under Section 76 of the Act that not less than 20% of the Residential Units constructed in accordance with the</li> </ul> </li> </ol>
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	<p>Planning Permission, being a minimum of 6 Residential Units situated in the Affordable Housing Area shall be provided as Affordable Housing.</p> <p>Prior to the Occupation of the 18th Residential Unit permitted by the Planning Permission, a minimum of 6 Affordable Housing Units shall be Available for Occupation.</p> <p>4. A copy of the Agreement is attached (see Appendix) and is also to be entered into under Article 8 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 2002 and Section 79 of the Local Government Act (Northern Ireland) 2014 and all other enabling powers must also accord with the Strategic Planning Policy Statement for Northern Ireland.</p> <p>5. Under the Planning Act (NI) 2011 the Agreement must be sealed by the Council under the Council's constitution the signing of legal documents and the affixing of the corporate seal is delegated to the Chief Executive.</p>	
2.0	<p><b><u>Recommendation</u></b></p> <p>It is recommended that the Council consider the above and that approval be granted to the signing and sealing of this Agreement by the Mayor and Chief Executive.</p>	
3.0	<p><b><u>Finance and Resource Implications</u></b></p> <p>The owner shall pay to the Council on completion of this Deed the legal costs of the Council incurred in the negotiation, preparation and execution of this Deed.</p> <p>The owner shall pay to the Council on completion of this Deed a fee of one thousand, two hundred and fifty pounds (£1250.00) as a contribution towards the Council's costs of monitoring the implementation of this Deed.</p>	
4.0	<p><b><u>Equality/Good Relations and Rural Needs Impact Assessments</u></b></p>	
4.1	Has an equality and good relations screening been carried out?	N/A
4.2	This a legal agreement necessary for a planning decision. The policies that informed the decision have been subject to EQIA screening	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	N/A
4.4	This a legal agreement necessary for a planning decision. The policies that informed the decision have been subject to RNIA screening.	

<b>Appendices:</b>	<p><b>APPENDIX 1</b>CONF D – Section 76 Agreement – LA05/2022/0612/F</p> <p><b>APPENDIX 2</b>CONF D – Plan 1 – APP1_Loc Plan 0612F</p> <p><b>APPENDIX 3</b>CONF D – Plan 2 – APP1_HOU10 SP A3 - LA05/2022/0612/F</p>
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**DATED**

**2024**

Between

**(1) LISBURN AND CASTLEREAGH CITY COUNCIL**

**(2) MILLMOUNT VILLAGE LLP**

**S.76 AGREEMENT**



**MKB Law**

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THIS DEED is dated

2024

## PARTIES

- (1) **Lisburn and Castlereagh City Council** of Lagan Valley Island, Lisburn, Co. Antrim, BT27 4RL (the **Council**);
- (2) **Millmount Village LLP** a limited liability partnership registered in Northern Ireland with company number NC001341 and having its registered office at 14 Great Victoria Street, Belfast, County Antrim, BT2 7BA (**MVL**)

the Council and MVL being each a **Party** and together the **Parties**.

## BACKGROUND

- (A) MVL is the registered owner of the land in Folio DN155482 Part 2, DN155483 and DN115656 all County Down.
- (B) The Affordable Housing Area is located in Folio DN155483 County Down and DN115656 County Down.
- (C) The Council is the local planning authority for the purposes of the Act for the area in which the Site is situated.
- (D) MVL has made the Application and is proposing to carry out the Development.
- (E) The Council having regard to the provisions of the Local Development Plan and to all other material considerations resolved at its meeting on [ ] that Planning Permission should be granted for the Development subject to the prior completion of this Deed.

## THIS DEED WITNESSES:

### 1. INTERPRETATION

- 1.1 In this Deed (including the Background) the following expressions shall have the following meanings:

**Act:** Planning Act (Northern Ireland) 2011.

**Affordable Housing:** means housing that is provided outside of the general market for those whose needs are not met by the market. Affordable housing which is funded by Government must remain affordable or alternatively there must be provision for the public subsidy to be repaid or recycled in the provision of new affordable housing and includes any of:

- a) Social Rented Housing;
- b) Intermediate Housing for Sale; or
- c) Intermediate Housing for Rent.

**Affordable Housing Area:** means the area shown coloured yellow on Plan 2 (being situated within Folio DN155483 County Down)

**Application:** the application for full planning permission submitted to the Council and allocated reference number LA05/2022/0612/F for the Development including any subsequent planning applications submitted under section 54 of the Act in relation to the Site.

**Available for Occupation:** means together the following:

- a) available for Occupation; and
- b) the issuance of a Building Regulations Completion Certificate pursuant to the Building Regulations (Northern Ireland) 2012 (as amended)

**Commencement of Development:** means the earliest date on which any work of construction in the course of the erection of a building on the Site pursuant to the Planning Permission in accordance with Section 63 (2) (a) of the Act has occurred.

**Developer:** MVL and MCRL?.

**Development:** in accordance with the Planning Permission, the erection of 26 dwellings (revision to layout and house types previously approved under Y/2009/0303/RM), landscaping and all other associated site work.

**Intermediate Housing:** means those Residential Units which shall be co-ownership, shared ownership or Intermediate Housing for Rent or such other product to be agreed in writing by the Council. Intermediate Housing means housing that is made available at a cost lower than private market rent but higher than social rented housing rent, usually at a set percentage below prevailing local market rents and usually only made available to prospective tenants based on the household's total income or the proportion of the total income likely to be spent on housing costs.

**Intermediate Housing for Rent:** means housing delivered by a Registered Housing Association that is made available at a cost lower than private market rent but higher than social rented housing rent, usually at a set percentage below prevailing local market rent and usually only made available to prospective tenants based on the household's total income or the proportion of the total income likely to be spent on housing costs.

**Local Plan:** means the Lisburn & Castlereagh Local Development Plan 2032.

**Occupation:** Actual occupation of any Residential Unit at the Development but shall not include occupation for the purposes of construction or fitting out or for marketing purposes or for any substation leases granted to NIE. Occupy and Occupied shall be construed accordingly.

**Planning Permission:** means the grant of planning permission for the Development.

**Plan 1:** the plan showing the Site and attached hereto at Schedule 2.

**Plan 2:** the plan showing the Affordable Housing Area and attached hereto at the Schedule 3.

**Residential Units:** means all self-contained residential dwellings at the Site, including a house, flat, apartment or any other unit intended to be used for residential accommodation.

**Site:** Lands approx. 129m North of No. 32 Millmount Village Crescent and approx. 146m NNW of No. 9 Millmount Village Drive Dundonald shown edged red on Plan 1.

**Social Rented Housing:** those Residential Units to be provided at an affordable rent by a Registered Housing Association made available to households in housing need and offered in accordance with the common selection scheme administered by NIHE which prioritises households living in unsuitable or insecure accommodation.

## **2. CONSTRUCTION OF THIS DEED**

- 2.1 Where in this Deed reference is made to any clause, paragraph or schedule or recital such reference (unless the context otherwise requires) is a reference to a clause, paragraph or schedule or recital in this Deed.
- 2.2 Words importing the singular meaning where the context so admits include the plural meaning and vice versa.
- 2.3 Words of the masculine gender include the feminine and neuter genders and words denoting actual persons include companies, corporations and firms and all such words shall be construed interchangeable in that manner.
- 2.4 Wherever there is more than one person named as a party and where more than one party undertakes an obligation all their obligations can be enforced against all of them jointly and severally unless there is an express provision otherwise.
- 2.5 Any reference to an Act shall include any modification, extension or re-enactment of that Act for the time being in force and shall include all instruments, orders, plans regulations, permissions and directions for the time being made, issued or given under that Act or deriving validity from it.
- 2.6 References to any party to this Deed shall include the successors in title to that party and to any person deriving title through or under that party save for the purchasers of the residential units within the Affordable Housing Area and the Site and in the case of the Council the successors to its respective statutory functions.
- 2.7 The headings and contents list are for reference only and shall not affect construction.

## **3. LEGAL BASIS**

This Deed is made pursuant to Section 76 of the Act and all other enabling powers.

## **4. CONDITIONALITY**

- 4.1 This Deed shall come into effect immediately upon the execution of this Deed, all obligations contained within this Deed shall come into effect and bind the Affordable Housing Area from the date of Commencement of Development.

## **5. THE DEVELOPER'S COVENANT**

The Developer covenants with the Council as set out in the First Schedule.

## **6. THE COUNCIL'S COVENANT**

- 6.1 The Council hereby covenants on completion of this Deed to issue the decision notice granting the Planning Permission as soon as is reasonably practicable.
- 6.2 Once the decision notice is granted, the Council also covenants to discharge any planning conditions which have been complied with by the Developer as soon as possible upon receiving notice of same from the Developer.

## **7. MISCELLANEOUS**

- 7.1 The Developer shall pay to the Council on completion of this Deed the reasonable legal costs of the Council incurred in the negotiation, preparation and execution of this Deed.
- 7.2 The Developer shall pay to the Council on or before the Commencement Date a fee of £1,250 as a contribution towards the Council's costs of monitoring the implementation of this Deed.
- 7.3 No provisions of this Deed shall be enforceable under the Contracts (Rights of Third Parties) Act 1999.
- 7.4 This Deed shall be registered in the Statutory Charges Register against the Affordable Housing Area by the Council in accordance with Section 245 of the Act.
- 7.5 Insofar as any clause or clauses of this Deed are found (for whatever reason) to be invalid illegal or unenforceable then such invalidity illegality or unenforceability shall not affect the validity or enforceability of the remaining provisions of this Deed.
- 7.6 This Deed shall cease to have effect (insofar only as it has not already been complied with) if the Planning Permission shall be quashed, revoked or otherwise withdrawn or (without the consent of the Developer) it is modified by any statutory procedure or expires prior to the Commencement of Development pursuant to Section 63 of the Act.
- 7.7 No person shall be liable for any breach of the provisions of this Deed after it shall have parted with its entire interest in the Site or the Affordable Housing Area but without prejudice to liability for any subsisting breach arising prior to parting with such interest.
- 7.8 Nothing in this Deed shall prohibit or limit the right to develop any part of the Site in accordance with a planning permission (other than the Planning Permissions) granted (whether or not on appeal) after the date of this Deed.
- 7.9 Nothing contained or implied in this Deed shall prejudice or affect the rights discretions powers duties and obligations of the Council under all statutes by-laws statutory instruments orders and regulations in the exercise of their functions as a local authority.
- 7.10 The Developer warrants that no person or company other than the Developer has any legal or equitable interest in the Site or the Affordable Housing Area.

## **8. NOTICES**

- 8.1 Any notice or consent required or permitted under this Deed shall be in writing and shall be sent by first class registered post, hand delivery or fax.
- 8.2 There shall be no right to serve notices or consents by email but if a party chooses to do so and the other parties agree email may be used.
- 8.3 Unless otherwise notified by one party to the other in writing from time to time, for the purposes of this clause the parties' contact details are as follows:

### **Council**

**Addressed to:** The Head of Service – Planning & Capital Development

**Address:** Lagan Valley Island, Lisburn, Co. Antrim, BT27 4RL

**Email:** [Conor.Hughes@lisburncastlereagh.gov.uk](mailto:Conor.Hughes@lisburncastlereagh.gov.uk)

### **Developer**

**Addressed to:** Conor Mulligan

**Address:** 19 Clarendon Road, Belfast, BT1 3BG

**Email:** [conor.mulligan@laganhomes.com](mailto:conor.mulligan@laganhomes.com)

- 8.4 Subject to Clause 8.5 below any such notice, consent or other document shall be deemed to have been duly received:
- (a) if despatched by first class, registered post – 48 hours from the time of posting to the relevant party (excluding the period from 5pm on a Friday to 8am on a Monday); or
  - (b) if despatched by hand delivery – at the time of actual delivery; or
  - (c) if despatched by email – 24 hours after the time of the despatch (excluding the period from 5pm on a Friday to 8am on a Monday).
- 8.5 In proving service by post it will be sufficient (unless any relevant part of the postal service is affected by industrial action) to prove that the envelope containing the notice was duly stamped addressed and posted to the addresses specified at the beginning of the Deed. In proving service by email it shall be sufficient to prove that it was properly address and dispatched to the email address specified in clause 8.3.
- 8.6 A party shall not attempt to prevent or delay the service on it of a notice under this Deed.

## **9. WAIVER**

No waiver (whether expressed or implied) by the Council or the Developer of any breach or default in performing or observing any of the covenants terms or conditions of this Deed shall constitute a continuing waiver and no such waiver shall prevent the Council or the Developer from enforcing any of the relevant terms or conditions or for acting upon any subsequent breach or default.

## **10. CHANGE IN OWNERSHIP**

The Developer agrees with the Council to give the Council immediate written notice of any change in ownership of any of its interests in the Site occurring before all the obligations under this Deed have been discharged such notice to give details of the transferee's full name and registered office (if a company or usual address if not) together with the area of the Site purchased by reference to a plan if only part of the Site is being transferred provided that this clause shall not apply to the sale of individual units within the Site.

## **11. DELIVERY**

The provisions of this Deed (other than this clause which shall be of immediate effect) shall be of no effect until this Deed has been dated.

## **12. GOVERNING LAW AND JURISDICTION**

- 12.1 This Deed and any disputes or claims arising out of or in connection with its subject matter or formation (including non-contractual disputes or claims) are governed by and construed in accordance with the law of Northern Ireland.
- 12.2 The parties irrevocably agree that the courts of Northern Ireland have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this Deed or its subject matter or formation (including non-contractual disputes or claims).

IN WITNESS WHEREOF this Deed has been executed by the Parties on the date stated at the beginning of it.

## **Schedule 1 Planning Obligations**

### **Affordable Housing**

The Developer covenants with the Council under Section 76 of the Act that not less than 20% of the Residential Units constructed in accordance with the Planning Permission, being a minimum of 6 Residential Units situated in the Affordable Housing Area shall be provided as Affordable Housing.

Prior to the Occupation of the 18<sup>th</sup> Residential Unit permitted by the Planning Permission, a minimum of 6 Affordable Housing Units shall be Available for Occupation.

### **Notification**

The Developer Covenants with the Council to notify the Council of any of the following:

The Commencement of Development at the Site by serving a written notice at least 7 Working Days prior to the Commencement of Development.

The Occupation Date of each of the Affordable Housing Residential Units at the Site within 10 Working Days of its occurrence along with evidence demonstrating that each of the Affordable Housing Residential Units has been provided as Affordable Housing.



## Schedule 2 Plan 1

### **Schedule 3 – Plan 2**

The Common Seal of Lisburn **and Castlereagh City Council** was affixed hereto in the presence of:

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The Mayor of Lisburn and Castlereagh City Council

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Chief Executive of Lisburn and Castlereagh City Council

Executed as a Deed by **Millmount Village LLP**  
acting by a Designated Member in the presence  
of:

Signature

\_\_\_\_\_

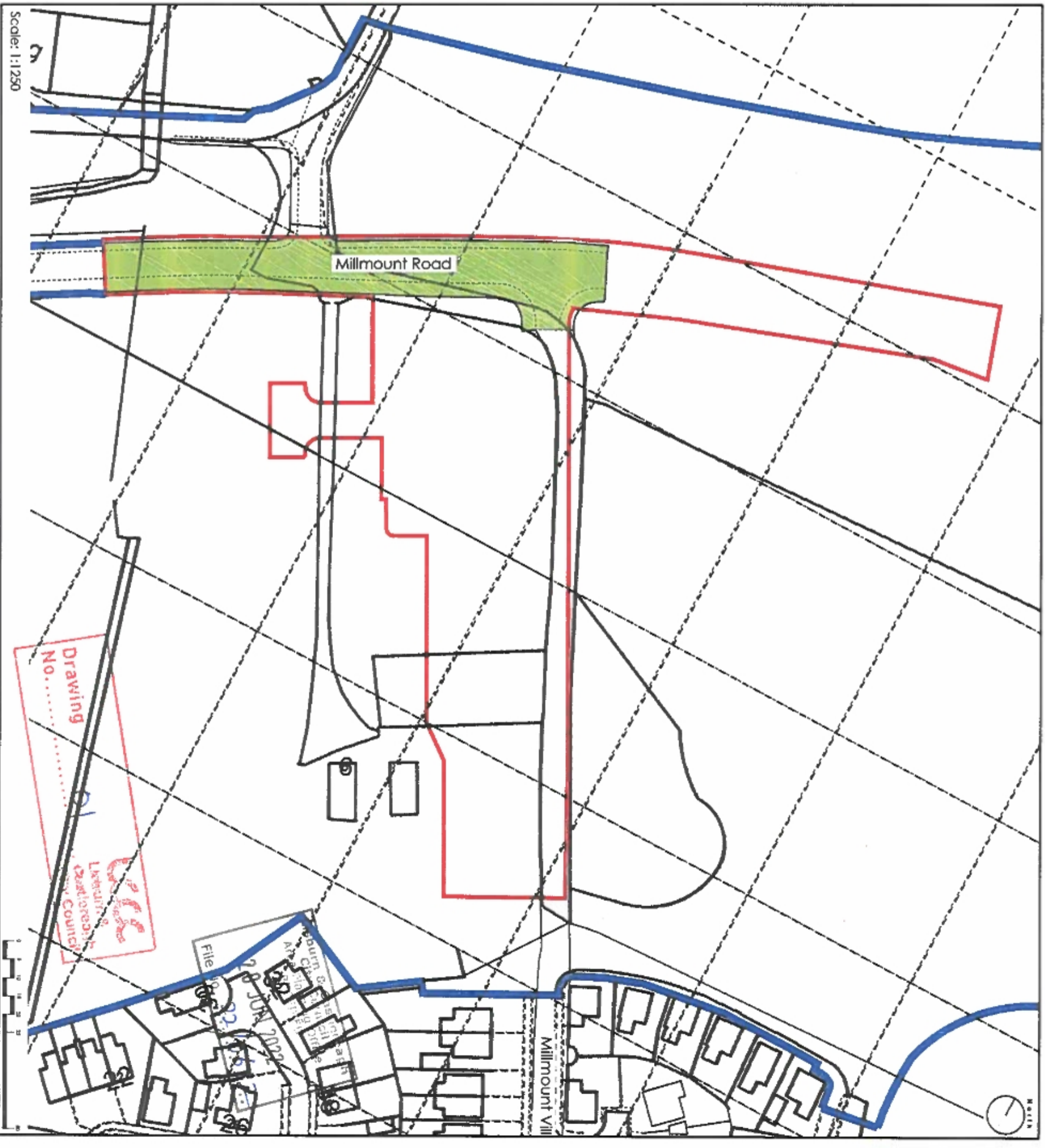
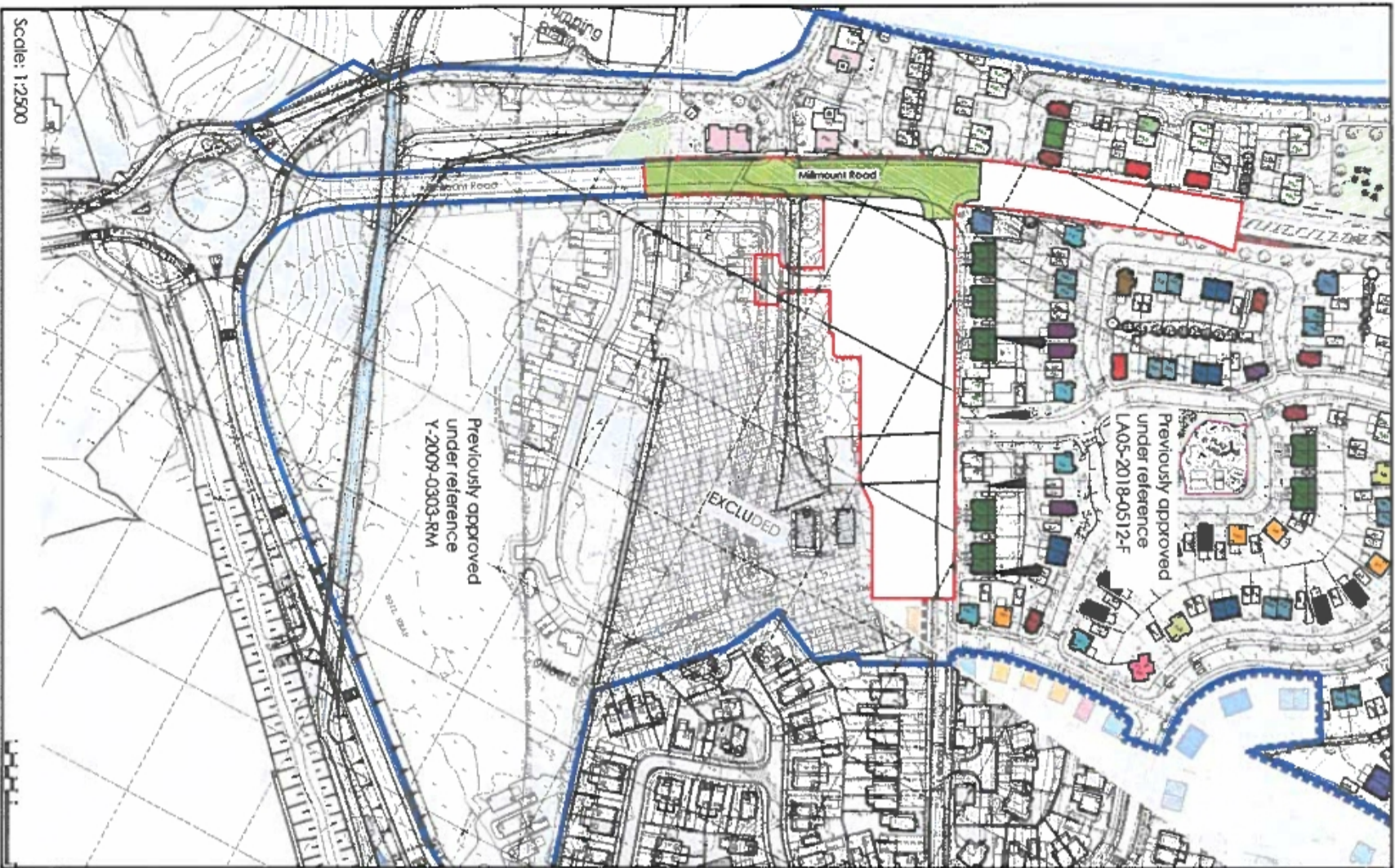
Name:

Address:

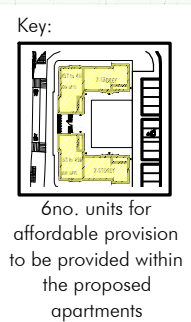
Occupation:

\_\_\_\_\_  
Director of Lagan Homes (NI) Limited – Designated  
Member





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30-08-22- AH - Parking & footway bedside apartments amended - RevA  
23-05-24- AH - Affordable unit provision amended - RevB

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