



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*

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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*

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13.0 CONFIDENTIAL BUSINESS

13.1 UK Shared Prosperity Fund

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

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 17th 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 20th August

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

Wednesday 21st August

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

Thursday 22nd August

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

Friday 23rd 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 24th August

Mayor to attend Hilden Food and Drinks Festival

Tuesday 27th August

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

Wednesday 28th August

Mayor to attend Pride of Place Judges evening, Ballymac Hotel

Thursday 29th August

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

Tuesday 3rd 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 4th 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 6th 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 7th 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 9th 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 10th September

Mayor to attend Garden Party at Hillsborough Castle

Wednesday 11th September

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

Thursday 12th September

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

Friday 13th 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 14th 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

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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****27th June 2024**

Proposed by Alderman S P Porter

Seconded by Councillor D Bassett

Planning Committee**3rd June 2024**

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

Planning Committee**1st July 2024**

The minutes of the Planning Committee meeting of 1st July, 2024 had been circulated for noting as these minutes had been agreed at the subsequent meeting of the Planning Committee on 5th 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 Executive9.1 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 3rd September 2024 and not Wednesday, 4th 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 Motion

12.1 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 (4th 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 Business

13.1 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 Olympian 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 Laverty, 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 5th 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.

Mayor

CWC 03.09.2024

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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 3rd 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 24th 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 14th 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 27th 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: 30th 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.

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7.4 Northern Ireland Housing Executive
Consultation – “Building Safer Communities Together: Community
Safety Strategy 2025-2030”
(Closing date: 30th 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 1st January 2025 to 29th 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 19th century jacquard looms.

The winner of the award would be announced at a Winners' Reception at Eltham Palace, London on the 26th 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 26th 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 5th August 2024 from the Junior Grand Orange Lodge of Ireland seeking the use of Wallace Park and its car park on the 31st 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 12th July 2025 to host the annual 12th 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 11th 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:-

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

9. Report of Head of Sports Services

9.1 Canal Boxing Academy Fundraising Gala Ball – Europa Hotel, Belfast – 14th 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 7th 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 14th 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 – 14th 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 14th 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 (14th & 15th 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 14th & 15th 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 17th 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 12th July 2025 – Dundonald
Alderman S Skillen

Alderman S Skillen referred to Dundonald being a venue for a district 12th 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 12th 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)

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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.

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 Environmental & 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 the 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.

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 5th 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 6th February 2025 to Thursday 13th 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 McCreedy, 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 McCreedy, 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 Laverty, 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 Laverty, 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.

Chairperson

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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 11th 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:-

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3.1 Government Budget Consultations (Continued)

- Department for Communities;
- Department of Health (closing date of 29th August 2024);
- Department for Infrastructure (Closing date of 6th September 2024);
- The Executive Office (closing date of 12th 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 80th 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 17th July 2024 from the Pageantmaster to NILGA regarding celebratory events on the 8th May 2025 to mark the 80th 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 80th 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 30th 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;

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4.2 2025 Anniversaries Programme (Continued)

- party nominations for the working group be provided to the Acting Member Services Manager by the 26th 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 2nd November 2024 – Belfast Waterfront Hall

In addition to the narrative report, the Committee was provided with a copy of a letter dated the 19th 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 (1st 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 6th 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 11th 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 10th February 2025 so as to accommodate the Special Meeting of Council being held on the 6th 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 1st 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 30th 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 24th 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 24th 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 24th 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 24th 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 24th 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 2nd December 2024.

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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 24th 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 1st April 2024 – 20th 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.

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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 1st 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 31st 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 3rd 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 3rd 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.

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 – 1st 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.

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.

PC 05.08.2024

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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.

PC 05.08.2024

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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.

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.”

A handwritten signature in black ink, appearing to be 'T Mitchell', written over a horizontal line.

Cllr Tim Mitchell

