



June 18th, 2026

**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, 23rd June 2026** at **6:00 pm** in the Council Chamber for the transaction of the business on the undernoted agenda.

Hot Food will be available in Lighters Restaurant from **4.30 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

Attachment: Mayor and Deputy Mayor's Engagements for Council Meeting June 2026.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)

Attachment: Disclosure of Interests form Sept 24.pdf

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4.0 COUNCIL MINUTES

4.1 Meeting of Council - 26 May 2026

For Approval

Attachment: MM 26 05 2026 Draft Minutes for Adoption.pdf

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4.2 Annual Meeting of Council - 5 June 2026

For Approval

Attachment: AM 05.06.2026 Draft Minutes for Adoption.pdf

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5.0 MATTERS ARISING

6.0 DEPUTATIONS

None

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

For Decision

- Lisburn and Castlereagh City Council and Robert James Carlisle & Dorothy Jean Carlisle, 128 Hillhall Road, Lisburn, BT27 5JA – Release of Registered Burden of Land, Folio Number: DN 275286
- Lisburn and Castlereagh City Council and Northern Ireland Office, Erskine House, 20-32 Chichester Street, Belfast, BT1 4GF – Lease of Additional Property by Reference to an Existing Lease at Bradford Court, Upper Galwally, Belfast

- Lisburn and Castlereagh City Council and Eurofire Systems Ltd, Unit 15 Antrim Business Park, Enkalon Industrial Estate, 25 Randalstown Road, Antrim, Co. Antrim, BT41 6LJ – T25/26-074 – Tender for PPM & RM 05 – Fire Protection Equipment
- Lisburn and Castlereagh City Council and Audience Systems Limited, 19B Washington Road, West Wilts Trading Estate, Westbury, BA13 4JP – T25/26-084 – Tender for Replacement Bleacher Seating System in Lagan Valley Island

8.0 ADOPTION OF MINUTES OF COMMITTEES

8.1 Communities & Wellbeing Committee - 2 June 2026

For Approval

Attachment: CWC 02 06 2026 Draft Minutes for Adoption.pdf

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8.2 Environment and Sustainability Committee - 3 June 2026

For Approval

Attachment: ESC 03.06.2026 Draft Minutes for Adoption.pdf

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8.3 Regeneration & Growth Committee - 4 June 2026

For Approval

Attachment: RGC 04 06 2026 Draft Minutes for Adoption.pdf

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8.4 Corporate Services Committee - 10 June 2026

For Approval

Attachment: CSC 10 06 2026 - Draft Minutes for Adoption.pdf

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8.5 Governance & Audit Committee - 11 June 2026

For Approval

Attachment: GA 11.06.2026 - Draft Minutes for Adoption.pdf

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8.6 Planning Committee - 11 May 2026 (for Noting)

For Noting

Attachment: PC 11.05.2026 - Ratified Minutes FOR NOTING.pdf

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9.0 REPORT FROM CHIEF EXECUTIVE

- ### **9.1 Requirement to enter into a Section 76 planning agreement for a planning application on lands approximately 80 metres west of 1-15**

**Ayrshire Road and approximately 120 metres north of 2 and 4
Woodbrook Manor, Lisburn (LA05/2024/0714/F)**

For Decision

*Attachment: S76 report - Full Council - LA05 2024 0714F Woodbrook Lisburn
Draft.pdf* *Page 80*

Attachment: Appendix 1 S76scan_eon_2026-06-12-16-01-10.pdf *Page 82*

Attachment: Appendix 2 L006330002 Woodbrook_Location plan.pdf.pdf *Page 99*

*Attachment: Appendix 3 L006330002 Schedule 3 Drg 04-1 Site Plan HOU10
Policy.pdf* *Page 100*

Attachment: Appendix 4 L006330002 Schedule 4 Drg 18 I Semi-Detached.pdf.pdf *Page 101*

Attachment: Appendix 5 L006330002 Schedule 5 Drg 19 K Apts.pdf.pdf *Page 102*

**9.2 Notice of Motion on Transparency - Video Recording of Committee
Meetings and Amendments to Standing Orders**

For Decision

*Attachment: Video Recording of Committee Meetings and Amendments to
Standing Orders Protocols v2.pdf* *Page 103*

Attachment: Appendix 1 CSC Report - Livestream meetings Final 020626.pdf *Page 105*

Attachment: Appendix 2 Proposed Adjustments to Standing Orders.pdf *Page 108*

Attachment: Appendix 3 - Equality Screening Livestream of Meetings (002)aw.pdf *Page 110*

9.3 Summer Arrangements for Council Business

For Decision

*Attachment: Council Report re Summer Arrangements for Council Business 23
June 2026.pdf* *Page 127*

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 Protecting Free Speech in the name of Councillor G Hynds

Attachment: No 1 Notice of Motion Protecting Free Speech.pdf

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13.0 CONFIDENTIAL BUSINESS

14.0 ANY OTHER BUSINESS

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

6th June 2026

Mayor to visit Spring Fair, Ballance House

Mayor to attend Street Food Event organised by AMCA, Anahilt Primary School

8th June 2026

Mayor to attend Air Ambulance NI event to mark major milestone with investment in its first owned helicopter, Maze

Mayor to join Carers from SE Trust on tour of Museum for Carers Week, ILC

Mayor to attend Anahilt & Magheraconluce Community Association AGM

9th June 2026

Mayor to attend Fourwinds Community Group AGM

10th June 2026

Mayor to attend Eco-Schools Green Flag Awards 2026, LVI

12th June 2026

Mayor to visit Queensfort Court Carryduff Residents Group

Mayor to attend Lisburn Chamber of Commerce President's Gala Lunch, Beechlawn Hotel

Mayor to attend Brownlee Primary School Summer Fair

Mayor to attend History Group BBQ & USA 250th Talk, Dromara

13th June 2026

Mayor to attend Downshire Tennis NI Open Finals, Downshire Tennis Club

15th June 2026

Mayor to attend Orchardville's Annual Awards & Celebration Event, Titanic Belfast

Mayor to host Lisburn Half Marathon Bombing Memorial Service, Market Place

16th June 2026

Mayor to host reception for New Horizons Credit Union 25th Anniversary, LVI

17th June 2026

Mayor to attend Half Marathon, LVLP

18th June 2026

Mayor to attend Moira Park & Ride Official Opening

Mayor to attend Talk for USA 250, ILC

19th June 2026

Mayor to host reception for Pond Park Primary School netball team on their success, LVI

Mayor to attend Mary Peters Community Cup, Billy Neill Country Park

Mayor to visit Edgar Boyd Court BBQ

20th June 2026

Mayor to attend Lisburn and Castlereagh Pipe Band and Drum Major Championship 2026, Moira Demesne

21st June 2026

Mayor to attend Celebration Service following refurbishment of Seymour Street Methodist Church

22nd June 2026

Mayor to host Armed Forces Flag Raising Ceremony, LVI

Mayor to visit YMCA Lisburn

Mayor to host reception for Derriaghy Football Club on winning the NAFL Premier Title, LVI

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING**11th June 2026**

Deputy Mayor to attend Lisburn Feile Official Launch, ILC

18th June 2026

Deputy Mayor to attend 43rd Annual Schools' Arts Competition, LVI

LISBURN & CASTLEREAGH CITY COUNCIL

MEMBERS DISCLOSURE OF INTERESTS

1. Pecuniary 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.

Pecuniary (or financial) interests are those where the decision to be taken could financially benefit or financially disadvantage either you or a member of your close family. A member of your close family is defined as at least your spouse, live-in partner, parent, child, brother, sister and the spouses of any of these. Members may wish to be more prudent by extending that list to include grandparents, uncles, aunts, nephews, nieces or even close friends.

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**.

2. Private or Personal Non-Pecuniary Interests

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).

Significant private or personal non-pecuniary (membership) interests are those which do not financially benefit or financially disadvantage you or a member of your close family directly, but nonetheless, so significant that could be considered as being likely to influence your decision.

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 meeting (including committee or sub-committee meetings) when this matter is being discussed**.

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

Pecuniary Interests

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:

Private or Personal Non-Pecuniary Interests

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:

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

MM 26.05.2026

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Monthly Meeting of Council held in the Council Chamber, Lagan Valley Island and Remote Locations on Tuesday 26 May, 2026 at 7:00 pm****PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Alderman A Grehan

Deputy Mayor, Alderman H Legge

Aldermen J Baird, A G Ewart MBE, O Gawith, M Gregg,
A McIntyre, S P Porter, S Skillen and J Tinsley

Councillors J Bamford, R T Beckett, S Burns, R Carlin,
P Catney, D J Craig, K Dickson, A P Ewing, J Gallen,
A Givan, A Gowan, J Harpur, B Higginson, G Hynds,
C Kemp, J Lavery BEM, S Lowry, D Lynch, U Mackin,
B Magee, A Martin, T Mitchell, G McCleave, C McCready,
M McKeever, N Parker, G Thompson and N Trimble

PRESENT REMOTELY:

Councillor D Bassett

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Environmental Services
Director of Leisure and Community Wellbeing
Director of Organisation Development and Innovation
Director of Regeneration and Growth
Director of Finance and Corporate Services
Member Services Officers (FA & EW)
Technician

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Alderman A Grehan, welcomed those present to the May meeting of Council.

The Right Worshipful the Mayor reminded that the meeting was being livestreamed to enable members of the public to hear and see the proceedings. The Mayor 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.

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.

Prayers

The Right Worshipful the Mayor, Alderman A Grehan, welcomed Reverend N Dark to the meeting of Council. Rev Dark addressed the Council and said a prayer, following which the Right Worshipful the Mayor thanked Rev Dark for his attendance, and Rev Dark left the meeting (7.09 pm).

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, Alderman A Grehan, and the Deputy Mayor, Alderman H Legge, since the last meeting of Council.

The Right Worshipful the Mayor spoke of the honour she had in welcoming the King and Queen to Royal Hillsborough and commended the Chief Executive for the work he undertook liaising with local businesses, alongside the Chair of Regeneration and Growth, Councillor C Kemp. The Mayor commented that it was a memory she would cherish forever.

The Mayor commended all staff involved in organising and running the Mayor's Carnival Parade and Family Fun Day and spoke of the inclusivity of the event with over 100 children and adults with disabilities taking part and many more watching along the parade route with their families and friends, and commended the staff responsible for organising the Council's stand at the recent Balmoral Show, which had been enhanced compared to previous years after requests from Members.

Councillor B Higginson thanked the Mayor for attending Magheragall Parish Church at a service in which he was commissioned as a Parish Reader.

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillor R McLernon.

3. Declarations of Interest

Councillors A Gowan, U Mackin and A Martin all declared an interest in the minutes of the Communities and Wellbeing Committee of 5 May 2025, namely item 5.1 Request to use Hillsborough Forest Park, as they had attended meetings with Hillsborough Working Together Group about the use of Hillsborough Forest Park car park.

After the meeting Councillor A P Ewing submitted a declaration of interest in writing, relating to the minutes of the Environment and Sustainability Committee meeting of 6 May 2026. This was in respect of item 4.5 Annual Review of The Landlord Registration Scheme Since Transfer to LCCC as he was a private landlord and registered with the Landlord Registration Scheme.

4. Council Minutes

4.1 Council Meeting – 28 April, 2026

It was proposed by Alderman J Tinsley, seconded by Councillor J Gallen, and agreed that the minutes of the meeting of Council held on 28 April, 2026 be confirmed and signed.

5. Matters Arising

5.1 Council Meeting – 28 April, 2026

5.1.1 Item 12.2 Bowel Cancer Screening

Councillor J Gallen requested a correction of the name of his friend Patrick's late wife Breda, which had been incorrectly recorded in the minutes as Freda.

6. Deputations

There were no deputations.

7. Business Required by Statute

(i) Signing of Legal Documents

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

- Lisburn and Castlereagh City Council and Idox Software Ltd, Unit 5, Woking 8, Forsyth Road, Woking, Surrey GU21 5SB – Award Letter – 22/12/2025L3 – Idox Cloud Building Control Package 3
- Lisburn and Castlereagh City Council and AtkinsRealis PPS Limited, Woodcote Grove, Ashley Road, Epsom, Surrey KT18 5BW – Contract for F23/24-009 – Destination Royal Hillsborough Cost Consultant and Quantity Surveyor
- Lisburn and Castlereagh City Council and Rainey Specialist Contractors, 2 Queens Road, Lisburn BT27 4TZ – Contract for T25/26-055 PPM & RM 01 Lightning Protection Systems and Steel Chimneys
- Lisburn and Castlereagh City Council and B I Electrical Services, 11 Michelin Road, Newtownabbey BT36 4PT and GR White & Son, 43 Main Street, Edenmore, Enniskillen BT94 3LU and Irwins M&E Ltd, Unit 4, Diviny Drive, Portadown BT63 5WE and H&J Martin Group, Rosemount House, 21-23 Sydenham Road, Belfast BT3 9HA - T25/26-035 – Tender for The Call Off Framework Agreement for Provision of Electrical Services, Reactive and Project Works to Council Facilities for period 02/02/26 – 30/11/26

MM 26.05.2026

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(i) Signing of Legal Documents (Cont'd)

- Lisburn and Castlereagh City Council and Newable Trade Limited, t/a Newable Advice, 140 Aldersgate Street, London, EC1A 4HY – Consultancy Agreement via a Service Company for delivery of London Trade Programme

8. Adoption of Minutes of Committees**Communities and Wellbeing Committee****5 May, 2026**

Proposed by Councillor T Mitchell

Seconded by Councillor A Givan

Matters ArisingItem 5.1 Page 240Request to use Hillsborough Forest Park

Councillor G Thompson advised that during the meeting of the Communities and Wellbeing Committee she had asked how many car parks would be utilised and how many would be remaining for public use and requested that the minutes be amended to reflect this.

Environment and Sustainability Committee**6 May, 2026**

Proposed by Councillor S Burns

Seconded by Councillor P Catney

Regeneration and Growth Committee**7 May, 2026**

Proposed by Councillor C Kemp

Seconded by Councillor J Harpur

Councillor C Kemp advised that the minutes of the Regeneration and Growth Committee were still subject to the Call-In procedure until 10.00 am on Thursday, 28 May 2026.

Corporate Services Committee**13 May, 2026**

Proposed by Councillor B Higginson

Seconded by Councillor J Bamford

Councillor B Higginson advised that the minutes of the Corporate Services Committee were still subject to the Call-In procedure until 10.00 am on Friday, 29 May 2026.

Planning Committee**13 April, 2026**

The minutes of the Planning Committee meeting of 13 April, 2026 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 11 May, 2026. It was proposed by Alderman J Tinsley, seconded by Councillor G Thompson, and agreed that their contents be noted.

9. Report from Chief Executive

9.1 Commencement Time of June Meeting of Council

The Chief Executive presented the report which requested a change of commencement time of the Meeting of Council scheduled for 23 June, 2026 to 6.00 pm due to a clash with an event the Mayor was due to attend. It was proposed by Councillor T Mitchell, seconded by Councillor R Carlin and unanimously agreed to approve the recommendation of 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.

12. Notices of Motion

12.1 Dáithí's Law Councillor D Lynch

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

“Lisburn & Castlereagh City Council:

Recognises the importance of funding for public campaigns from the Department of Health and the role this has in raising awareness and potentially saving lives.

Understands the vital role that having the conversations with friends and family has in raising awareness around organ donation and potentially saving lives.

Agrees to write to the health minister urging him to change his decision about pausing funding for public campaigns within his department and also urging him to redouble his efforts to get the important message of organ donation to the public.

Agrees to light up the Civic Centre and Union Bridge pink on the 1st June in the colours of Dáithí's campaign and Dáithí's Law.”

The Notice of Motion was proposed by Councillor D Lynch and seconded by Councillor N Parker.

Councillor D Lynch informed the Council of his personal closeness to the subject, having known Dáithí's father Máirtín Mac Gabhann for many years, and through

12.1 Dáithí's Law (Cont'd)

involvement with many different aspects of the campaign. Councillor Lynch elaborated on his Notice of Motion advising:

- Of Dáithí's family's strength and determination to ensure Dáithí and all who need an organ transplant are given the best possible chance to receive it;
- How the campaign has united communities and political representatives, and drawn support from people of all backgrounds with the common goal of saving lives for all;
- That while the introduction of Dáithí's Law on 1 June, 2023 changed the organ donation system to an "opt out" model, family members had the power to overrule an organ donor decision. Councillor Lynch informed of the importance of having discussions with family members about each individual's wishes;
- That while 1 organ donor can save up to 9 lives, only 1% of deaths result in organ donation;
- Of the many times Dáithí had been in hospital, including a particular time when he showed his fighting spirit, following heart surgery in London. Dáithí opened his eyes and locked eyes with Professor Anderson at the exact moment stopping treatment had been mentioned during a discussion with Dáithí's parents;
- If Dáithí's Law was to achieve its full potential, then efforts to raise awareness around organ donation must be doubled to ensure the public understand what the law means;
- Of his concern that public information and awareness campaigns for organ donation had been paused by the Minister of Health and urged the Minister to reverse this decision; and
- Of We Are Donors Fionntán, a student led campaign to raise awareness of organ donation, in memory of the late Fionntán McGarvey.

Councillor Parker, having seconded the Notice of Motion, thanked Councillor Lynch for bringing forward this important Notice of Motion. Councillor Parker spoke of the determination, courage and hope shown by Dáithí and his family whose campaign brought organ donation into conversations across society, and how their campaign reminded people that behind every policy, law and statistic there were real lives. Councillor Parker continued that the passing of Dáithí's Law was a high point in the recent Northern Ireland Assembly mandate, and that while 60% of adults in Northern Ireland were on the organ donor register there was still more to do. Councillor Parker advised that changing the law was not enough on its own and that public awareness was crucial and spoke of her disappointment that funding for public awareness campaigns had been paused. Councillor Parker closed by stating that she welcomed and supported the proposal to light up Lagan Valley Island and the Union Bridge pink on 1 June, 2026, stating that it would be a fitting tribute to Dáithí, his family and the extraordinary impact they have had in helping to change and save lives.

Councillors T Mitchell, S Burns and J Gallen on behalf of their respective political parties spoke in support of the Notice of Motion.

MM 26.05.2026

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12.1 Dáithí's Law (Cont'd)

The Notice of Motion as proposed by Councillor D Lynch and seconded by Councillor N Parker, was put to the meeting and agreed unanimously.

13. Confidential Business

There was no confidential business for consideration.

14. Any Other Business

14.1 Postal Service Alderman A G Ewart

Alderman A G Ewart referred to a Notice of Motion he had brought to Council in February 2026 regarding delays in postal deliveries. This Notice of Motion had passed unanimously, and a letter had been written to the Royal Mail's Belfast office. Alderman Ewart advised he felt that given a reply was still not forthcoming, the Royal Mail were treating the Council with contempt. Given people were still having issues with delays with postal deliveries, he proposed the Council write to the Royal Mail Head Office in London to raise the issue of the delivery service in Northern Ireland. Alderman J Tinsley seconded the proposal, advising that postal delays were still a big issue in the community.

14.2 Congratulations to Derriaghy CC FC Councillor G Hynds

Councillor G Hynds congratulated Derriaghy CC FC on their success in winning the NAFL Premier Division league the weekend prior. Councillor Hynds continued to advise the club had won 5 trophies in 5 years and that he spoken to the incoming Mayor for 2026/27 about organising a reception for the club.

14.3 Hilden Mill Councillor G Hynds

Councillor G Hynds proposed that Officers bring a report to Council about future regeneration options for the Hilden Mill site, which would include seeking advice from the Strategic Investment Board and Regenerate Northern Ireland on the potential use and implications of a Compulsory Purchase Order. Councillor Hynds clarified that he was not seeking the Council to pursue a Compulsory Purchase Order at this stage but rather wanted the Council to explore all available options and advised of the importance of the site to Lisburn and Northern Ireland's industrial heritage, how regeneration could deliver jobs, investment and tourism, and of the frustration of local residents.

The Chief Executive requested Councillor Hynds share his full proposal with him in writing to enable Officers to consider it in full and advised that

14.3 Hilden Mill (Cont'd)

as obtaining legal advice and advice from the Strategic Investment Board could be costly, an initial report could be brought to the Regeneration & Growth Committee identifying potential costs.

Alderman S P Porter seconded this proposal and commented that there are very few families in the Lisburn area that hadn't been impacted by Hilden Mill. Alderman Porter referred to the success of the regeneration of the old Hilden Primary School and advised he felt it was important the Council drive forward the regeneration of the Hilden Mill site.

Later in the meeting Councillor P Catney agreed with the comments made by the Chief Executive and spoke on the subject of Compulsory Purchase Orders, advising caution in this approach.

14.4 Congratulations to Newtownbreda FC Councillor B Magee

Councillor B Magee congratulated Newtownbreda FC on their 50th anniversary which they would be celebrating in the upcoming weekend. Councillor Magee spoke of the community work undertaken by the club through their academy, and by organising community events and fundraising. The Right Worshipful the Mayor, Alderman A Grehan advised she would write a letter of congratulations to the club.

Conclusion of Meeting

At the conclusion of the meeting the Right Worshipful the Mayor, Alderman A Grehan thanked those present for their attendance.

There being no further business for consideration, the meeting was terminated at 7.45 pm.

Mayor

AM 05.06.2026

13

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Annual Meeting of Lisburn & Castlereagh City Council held in the Council Chamber, Island Civic Centre, The Island, Lisburn, on Friday 5 June, 2026 at 2.00 pm****PRESENT IN COUNCIL:
CHAMBER**

The Right Worshipful the Mayor
Alderman A Grehan (Outgoing)
Councillor B Higginson (Incoming)

Deputy Mayor
Alderman H Legge (Outgoing)
Alderman A McIntyre (Incoming)

Aldermen J Baird, A G Ewart MBE, O Gawith, M Gregg,
S P Porter, S Skillen and J Tinsley

Councillors J Bamford, D Bassett, R T Beckett, S Burns,
R Carlin, D J Craig, A P Ewing, A Gowan, J Harpur, G Hynds,
C Kemp, J Lavery BEM, S Lowry, D Lynch, U Mackin,
C McCready, M McKeever, T Mitchell, G Thompson and
N Trimble

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Finance and Corporate Services
Director of Leisure and Community Wellbeing
Director of Organisation Development and Innovation
Director of Regeneration and Growth
Head of Waste Management and Operational Services
Member Services Manager
Member Services Officers (FA and HB)
Technician
IT Officer

Commencement of Meeting

At the commencement of the meeting, The Right Worshipful the Mayor (Outgoing), Alderman A Grehan, welcomed those present to the Annual Meeting of Council which was being live streamed to enable members of the public to both hear and see the proceedings.

The Outgoing Mayor, Alderman A Grehan, 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.

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

1. Business of The Right Worshipful the Mayor

The Right Worshipful the Mayor (Outgoing), Alderman A Grehan, welcomed her Mayor's Chaplain, Reverend A Thompson to the meeting. Rev Thompson led Members in prayer following which the Mayor thanked him for his help, support and pastoral care throughout her Mayoral term.

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillors P Catney, K Dickson, J Gallen, A Givan, B Magee, A Martin, R McLernon, N Parker and N Trimble and the Director of Environmental Services.

The Right Worshipful the Mayor (Outgoing), Alderman A Grehan expressed condolences to Councillor Givan and his family who had suffered a bereavement.

3. Declarations of Interest

There were no Declarations of Interest made.

4. Minutes of Annual Meeting held on 6 June, 2025

Councillor D Lynch arrived at the meeting during this item (2.09 pm).

The minutes of the Annual Meeting of Council held on 6 June, 2025, as adopted and signed at the Meeting of Council held on 24 June, 2025, were noted.

5. Election of Members to Positions of Responsibility 2026/2027

5.1 Election of Mayor 2026/2027

Councillor S Lowry left the meeting during this item (2.20 pm).

Before vacating the Office of the Mayor, The Right Worshipful the Mayor (Outgoing), Alderman A Grehan, stated she would like to reflect on what had been an incredible year and to thank those that had helped her make it so memorable.

Alderman Grehan thanked her colleagues in the Alliance Party for giving her the opportunity to serve as Mayor, which was one of the greatest honours of her life, and she was grateful for the trust and support they had placed in her. She paid tribute to her Deputy Mayor (Outgoing), Alderman H Legge, who had stepped in to support events and represent the Council at every time of asking. Her dedication, enthusiasm and friendship meant a great deal to Alderman Grehan, and she felt extremely fortunate to have the support of Alderman Legge throughout the year.

Alderman Grehan continued to thank the Chief Executive, Directors and all staff across the Council, whose hard work, dedication and willingness to help, made so much possible during her year in office, particularly with fundraising for her chosen

5.1 Election of Mayor 2026/2027 (Cont'd)

charity and in helping promote a more inclusive city for everyone. Alderman Grehan made special mention to the staff in the Mayor's Office, Mrs D Wilson and Mrs N Prentice, and thanked them for their dedication in keeping the office running smoothly and for making her Inaugural Dinner one of the highlights of her year, and thanked her Mayor's Drivers, Messrs G McCartney, J Green and M Bingham and wished Mr McCartney a quick recovery after a recent illness.

Alderman Grehan thanked her charity committee and all who had supported her fundraising efforts throughout the year, and the people of Lisburn and Castlereagh who she had shared so many wonderful experiences with throughout the year. She thanked all who had donated to her charity fundraising and advised that almost £130,000.00 had been raised for breast screening services at Action Cancer. Alderman Grehan advised that more importantly awareness had been raised and an additional six breast cancer screening buses had been brought into the Lisburn Castlereagh area. Alderman Grehan read a letter she had received from a former Council employee, Mrs L Murray, about her experience using one of the breast screening buses, how a lump had been found, and the subsequent successful treatment she had received. Alderman Grehan advised that Mrs Murray's experience was a powerful reminder of why early detection mattered and how breast screening services really can save lives.

Alderman Grehan spoke of her theme for the year of inclusivity and thanked all who had embraced it and supported her efforts to make the city more welcoming and accessible for all. She advised of the many letters and emails she had received from families thanking her for how included they felt at events in the past year.

Alderman Grehan advised that serving as Mayor of Lisburn & Castlereagh City Council had been one of the greatest honours of her life and that it was a great privilege to serve the city she grew up in.

Alderman Grehan advised that she was a Member of the Board of Governors of Park View Special School, Lisburn and reminded that every child whether living with disabilities, facing hardship or caught in conflict, deserved the chance to be seen, valued and included. A video was played of the choir of Park View Special School and Mr P Corry performing A Million Dreams from the soundtrack to The Greatest Showman.

On behalf of their parties, a number of Members paid tribute to the Outgoing Mayor, namely Councillor C Kemp, Alderman J Tinsley, Councillor T Mitchell, Councillor R Carlin and Councillor G Hynds. Reference was made to Alderman Grehan's energy, enthusiasm and commitment to the people of Lisburn and Castlereagh and to her tireless fundraising for her Mayoral Charity, Action Cancer.

The Deputy Mayor (Outgoing), Alderman H Legge, advised she could hardly believe it had been a year since she had taken the office of Deputy Mayor and pledged to support Alderman Grehan in representing the Council and supporting her in her theme and charity fundraising for the year. Alderman Legge spoke of her late father, who had sadly passed away three months prior to her taking up the role as Deputy Mayor, and thanked her party colleagues in the UUP, her family, in

5.1 Election of Mayor 2026/2027 (Cont'd)

particular her husband Mr D Legge, and Council staff, in particular those in the Mayor's Office. She made special mention to the Mayoral Drivers, Messrs G McCartney, J Green, M Bingham and S Johnston, who had assisted her throughout the year and wished Mr G McCartney well, after a recent illness. Alderman Legge thanked the Outgoing Mayor, Alderman A Grehan, and advised she hadn't met anyone else with the drive, ambition, passion and energy for the cause she had taken on. She spoke of the delight she took in being able to play a small part in the Mayoral term, and highlighted a recent garden party which had taken place in Hillsborough Castle where she had the honour of meeting the King and Queen. Lastly, Alderman Legge extended congratulations to the incoming Mayor and Deputy Mayor.

Councillor C Kemp, thanked Alderman Legge for her contribution and for having supported the Mayor throughout the year.

At this point, The Right Worshipful the Mayor (Outgoing), Alderman A Grehan, declared the offices of Mayor and Deputy Mayor vacant. Alderman Grehan and Alderman Legge removed their Chains of Office and Alderman Legge vacated her seat at the top table.

The Outgoing Mayor having sought nominations for the position of Mayor of Lisburn & Castlereagh City Council for 2026/27, Alderman J Tinsley (Nominating Officer for DUP) stated that it gave him great pleasure in nominating Councillor B Higginson. He had known Councillor Higginson for many years and spoke of how hard he worked in his local community, how he was a veteran of the armed forces and of his recent commissioning as a Parish Reader. This proposal was seconded by Alderman S P Porter and agreed. Alderman Porter commended the work of Alderman A Grehan and Alderman H Legge in their term of office and wished Councillor Higginson well for the year ahead and advised he would support him in any way he could.

The Outgoing Mayor, having declared Councillor B Higginson elected as Mayor for 2026/27, placed the Chain of Office on Councillor Higginson and vacated her seat at the top table.

The Right Worshipful the Mayor, Councillor B Higginson, took his seat at the top table and signed the Declaration of Office.

The Right Worshipful the Mayor, Councillor B Higginson, began by thanking his DUP colleagues for putting him forward to take on the office of Mayor. He stated that he had immense pride, humility and gratitude in accepting the Office of the Mayor in an area which had been his home throughout his life, which was a privilege he took neither lightly nor for granted. He spoke of his determination to not only serve those that had voted for him but every resident, family and community throughout the Council area.

The Mayor spoke of his upbringing in Lisburn where he was born and raised, being educated in Old Warren Primary School and Lisnagarvey High School, and worked all of his adult life. He advised that through his life experiences he had developed a strong understanding of the people of Lisburn, who are its greatest

5.1 Election of Mayor 2026/2027 (Cont'd)

asset and make the city what it is. He continued that for over 30 years he had been actively involved in the community through marching band tradition and the Loyal Orders, which gave him a deep appreciation of heritage, identity, service and community spirit and showed him the importance of volunteering.

The Mayor spoke of his recent appointment as a Parish Reader and Church Warden and how it had afforded him the privilege of serving others in some of the most important moments of their lives, through which he witnessed the strength of community, the power of compassion and the importance of being there for others. He advised that the Reverend N Dark of Magheragall Parish Church had agreed to serve as his Chaplain during his term of office.

The Mayor thanked his wife and children and spoke of the family sacrifice through countless evenings away from home and missed family occasions as a result of the many hours he had spent serving others. He advised of the support he received from his family through patience, encouragement and understanding.

The Mayor advised that his theme for the year would be service and elaborated that service was something that had shaped his life, in particular his time serving in the Ulster Defence Regiment Conspicuous Gallantry Cross from 1987 – 1992. He advised that throughout his year in office he wanted to ensure that all aspects of service were recognised, celebrated and valued.

The Mayor spoke of his pride at being the first Mayor of Lisburn and Castlereagh City Council from his Castlereagh South DEA and spoke of the work he had been involved in within the community. He thanked his colleagues in the DUP for placing their trust and confidence in him, in particular Alderman S P Porter, who had been a friend, mentor and source of counsel to him for many years. The Mayor acknowledged all Members of the Council and advised that regardless of political party or background, and that whilst they may not always agree, democracy was strengthened when they engaged in respectful debate, challenged each other constructively and worked together to find common ground.

The Mayor paid tribute to the Outgoing Mayor and Deputy Mayor, Alderman A Grehan and Alderman H Legge and congratulated them on a successful year in office. He thanked all Council staff and spoke of the work undertaken, much of which went unseen by the public, and how it was fundamental to the successful delivery of services across the Council area.

The Mayor advised he wanted to visit all areas within the Council boundary and listen to peoples' experiences and celebrate their achievements. He spoke of the vital contribution of community groups, churches, sports groups, charities, cultural and arts groups within the community, and of his desire to support and recognise the armed forces community, both serving and veterans, which was particularly important to him.

The Mayor was delighted to announce that his Mayoral Charity would be Air Ambulance Northern Ireland. He advised he hoped to raise significant funds for the charity, who provided critical care for those in need when every second mattered, and whose work embodied his Mayoral theme of service.

5.1 Election of Mayor 2026/2027 (Cont'd)

In closing, the Mayor read a quote which had often been attributed to The Right Honourable Sir Winston Churchill "We make a living by what we get, but may we make a life by what we give".

On behalf of their parties, a number of Members congratulated the Incoming Mayor, namely Councillor C Kemp, Councillor R Carlin, Alderman H Legge and Councillor G Hynds. Members wished Councillor Higginson well for the year ahead and commended both his chosen charity and his theme for the year.

5.2 Election of Deputy Mayor 2026/2027

The Right Worshipful the Mayor, Councillor B Higginson, sought nominations for the position of Deputy Mayor for the ensuing year 2026/2027.

Councillor C Kemp (Nominating Officer for APNI) nominated Alderman A McIntyre for the position of Deputy Mayor of Lisburn & Castlereagh City Council for 2026/27. This proposal was seconded by Alderman M Gregg and agreed. Councillor Kemp congratulated The Right Worshipful the Mayor, Councillor B Higginson, on having been nominated to the role of Mayor, advised that she thought they would make an excellent team and wished both him and Alderman McIntyre well for the year ahead.

The Right Worshipful the Mayor, Councillor B Higginson, handed over the Deputy Mayoral Chain. The Deputy Mayor, Alderman A McIntyre, took his seat at the top table and signed the Declaration of Office.

The Deputy Mayor, Alderman A McIntyre, stated what a great honour it was to be nominated to the position of Deputy Mayor. He advised that like the Mayor, he was Lisburn born and bred, being educated at Largymore Primary School and Wallace High School.

The Deputy Mayor congratulated Councillor B Higginson on his appointment as Mayor and advised how he looked forward to working with him constructively, supporting his Mayoral charity, and helping ensure it was a successful year for the Council and city.

The Deputy Mayor thanked Alderman A Grehan, who he referred to as his political mother, and congratulated her on a successful year as Mayor. He thanked his colleagues in the Alliance Party and paid tribute to the late Mrs B Campbell who had sadly passed away earlier in the year. Mrs Campbell had encouraged him in his early political career, and he advised that the confidence she had shown in him had set him on the path to where he found himself now. The Deputy Mayor also spoke of his delight in seeing past colleagues Mr T Lunn, Mrs S Eastwood MP, Mr D Honeyford MLA and Mrs M Guy MLA in the public gallery whose advice, encouragement and friendship had been invaluable over the years.

The Deputy Mayor thanked his family, in particular his parents and grandmother who were in the public gallery, and his wife who could not attend due to work commitments. He thanked his wife for her understanding, patience and support.

5.2 Election of Deputy Mayor 2026/2027 (Cont'd)

In closing the Deputy Mayor thanked his constituents in the Downshire East DEA, who he was privileged to represent, and advised he looked forward to serving all of the people of Lisburn Castlereagh and working with colleagues across the Council Chamber in the year ahead as Deputy Mayor.

On behalf of their parties, a number of Members congratulated the Incoming Deputy Mayor, namely Alderman J Tinsley, Alderman H Legge, Councillor R Carlin and Councillor G Hynds. They wished him well in his new role and looked forward to working with him.

5.3 Election of Chairs and Vice-Chairs for 2026/2027

Arising from the nominations made by the Nominating Officers, the following appointments of Chairs and Vice-Chairs for 2026/2027 were agreed on a proposal made by Alderman J Tinsley and seconded by Councillor C Kemp:

(i) Planning Committee

Chair Councillor D Bassett
Vice-Chair Alderman J Tinsley

(ii) Governance & Audit Committee

Chair Councillor M McKeever

(iii) Communities and Wellbeing Committee

Chair Councillor S Lowry
Vice-Chair Councillor B Magee

(iv) Environment and Sustainability Committee

Chair Alderman S Skillen
Vice-Chair Councillor N Parker

(v) Regeneration and Growth Committee

Chair Alderman J Baird
Vice-Chair Alderman A G Ewart

(vi) Corporate Services Committee

Chair Alderman S P Porter
Vice-Chair Councillor R McLernon

6. Election of Members to Committee Positions 2026/2027

Arising from the nominations made by the Nominating Officers, the following nominations for membership of Standing Committees for 2026/2027 were agreed on a proposal made by Alderman J Tinsley and seconded by Councillor C Kemp:

6.1 Planning Committee

Councillor D J Craig
Councillor J Lavery
Councillor S Burns
Alderman O Gawith
Alderman M Gregg
Alderman A Grehan
Councillor N Trimble
Councillor A Martin
Councillor P Catney

6.2 Governance & Audit Committee

Alderman S P Porter
Alderman J Tinsley
Councillor S Burns
Councillor D J Craig
Councillor A P Ewing
Alderman O Gawith
Alderman A Grehan
Councillor J Bamford
Councillor B Magee
Councillor A Martin
Councillor R McLernon
Councillor D Bassett
Councillor D Lynch
Councillor J Gallen

It was noted that The Right Worshipful the Mayor, Councillor B Higginson, and the Deputy Mayor, Alderman A McIntyre, were ex-officio Members of the above Committee.

6.3 Communities and Wellbeing Committee

Alderman S Skillen
Alderman J Tinsley
Councillor R T Beckett
Councillor D J Craig
Councillor A Givan
Councillor C Kemp
Councillor G Thompson
Councillor N Parker
Alderman H Legge
Councillor T Mitchell

6.3 Communities and Wellbeing Committee (Cont'd)

Councillor R Carlin
Councillor G McCleave
Councillor J Gallen

It was noted that The Right Worshipful the Mayor, Councillor B Higginson, and the Deputy Mayor, Alderman A McIntyre, were ex-officio Members of the above Committee.

6.4 Environment and Sustainability Committee

Councillor S Burns
Councillor A Givan
Councillor A Gowan
Councillor C McCready
Councillor J Bamford
Alderman M Gregg
Councillor B Magee
Councillor M McKeever
Alderman J Baird
Councillor R McLernon
Councillor D Bassett
Councillor P Catney
Councillor G Hynds

It was noted that The Right Worshipful the Mayor, Councillor B Higginson, and the Deputy Mayor, Alderman A McIntyre, were ex-officio Members of the above Committee.

6.5 Regeneration and Growth Committee

Councillor A Gowan
Councillor J Lavery
Councillor U Mackin
Councillor C McCready
Councillor K Dickson
Councillor J Harpur
Councillor C Kemp
Councillor S Lowry
Councillor G Thompson
Councillor T Mitchell
Councillor A Martin
Councillor D Lynch
Councillor J Gallen

It was noted that The Right Worshipful the Mayor, Councillor B Higginson, and the Deputy Mayor, Alderman A McIntyre, were ex-officio Members of the above Committee.

6.6 Corporate Services Committee

Alderman A G Ewart
Councillor R T Beckett
Councillor A P Ewing
Councillor J Lavery
Councillor U Mackin
Alderman O Gawith
Councillor J Bamford
Councillor K Dickson
Councillor J Harpur
Councillor M McKeever
Councillor N Trimble
Councillor R Carlin
Councillor G McCleave

It was noted that The Right Worshipful the Mayor, Councillor B Higginson, and the Deputy Mayor, Alderman A McIntyre, were ex-officio Members of the above Committee.

7. Lisburn & Castlereagh Policing & Community Safety Partnership (PCSP) Chair 2026/2027

In accordance with the Justice (NI) Act 2011 under which the position of Chair of the Policing & Community Safety Partnership was rotated in turn by each of the four largest parties represented on the Council immediately after the last local general election, it was noted that the Chair of the Lisburn & Castlereagh PCSP for 2026/2027 was a Sinn Fein Member.

Councillor R Carlin, Nominating Officer for Sinn Fein, advised that Councillor D Lynch would be Chair of the Lisburn & Castlereagh PCSP for 2026/2027. This information was noted.

At the conclusion of the meeting, The Right Worshipful the Mayor, Councillor B Higginson, thanked those present for their attendance and, there being no further business for consideration, the meeting concluded at 3.20 pm.

Mayor

CWC 02.06.2026

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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 2nd June 2026 at 6.00 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Councillor T Mitchell (Chair)
 Councillor A Givan (Vice-Chair)
 Deputy Mayor Alderman H Legge
 Alderman A McIntyre
 Councillors T Beckett, J Craig, K Dickson, B Higginson, C Kemp, S Lowry, G McCleave and G Thompson

PRESENT IN A REMOTE LOCATION (COMMITTEE)

Alderman S Skillen and Councillor R Carlin

(NON-COMMITTEE)

Councillor J Harpur

PRESENT IN COUNCIL CHAMBER (NON-COMMITTEE)

Councillor G Hynds

IN ATTENDANCE:

Director of Leisure & Community Wellbeing
 Director of Regeneration and Growth (remote attendance)
 Head of Communities
 Head of Sports Services
 Head of Parks & Amenities (Acting)
 Head of Economic Development
 Regeneration & Infrastructure Manager
 Area Managers, Sports Services (CM & MS)
 Member Services Officers (HB & EW)
 I.T. Officer

Commencement of Meeting

The Chair, Councillor T Mitchell, welcomed everyone to the meeting and advised that it would be audio recorded unless the item on the agenda was to be considered under confidential business.

Unauthorised recording was not permitted, as per 8.6 of the Council's Standing Orders. Mobile phones were to be turned off or on silent mode for the duration of the meeting. Members attending remotely were asked to keep their cameras on. Finally, the Chair asked that any Member entering or leaving the meeting alert the

Commencement of Meeting (Cont'd)

Member Services Officer accordingly so that this might be accurately reflected in the minutes.

The Director of Leisure & Community Wellbeing outlined the evacuation procedures in the case of an emergency.

The Chair also thanked his fellow committee members, Directors, Heads of Service, Officers and the Vice-Chair, Councillor Alan Givan, for their help and support during his year as Chair of the Communities & Wellbeing Committee which he had really enjoyed.

The Chair also welcomed the Area Managers, Sports Services, to the committee meeting.

1. Apologies

An apology for non-attendance was accepted and recorded on behalf of Councillor J Gallen.

2. Declarations of Interest

Two Declarations of Interest were made by Members regarding Item 3.1 – Community Plan: Action Plan 2026-2030:

- Councillors G Thompson and S Lowry are both members of the Strategic Community Planning Partnership (non-pecuniary interest).

3. Report of the Head of Communities

3.1 Community Action Plan 2026-2030

The Head of Communities explained that the former Community Action Plan is now out of date and a new Community Action Plan is required to ensure delivery against the key objectives of the Community Plan 2017-2032.

Members had been provided with a narrative report and the Draft Community Action Plan 2026-2030 as well as appendices providing information about the Village Plans, an Equality Screening and a Rural Needs Impact Assessment.

The Head of Communities responded to questions from the Committee in connection with the Community Action Plan.

It was proposed by Councillor C Kemp, seconded by Councillor A Givan and agreed that the recommendations of the Head of Service, as outlined, be approved.

3.1 Community Action Plan 2026-2030 (Cont'd)

It was recommended that Members agree to:

- Approve the new Community Action Plan 2026-2030 as the agreed delivery framework for the Community Plan 2017-2032.

3.2 Department for Communities Museums Policy NI: Consultation – Delegated Authority

The Head of Communities reported that the Department for Communities is carrying out a consultation about a new Museums Policy. This will replace the existing Northern Ireland Museums Policy which was published in 2011.

Members were provided with a narrative report about the Department of Communities Museums Policy NI consultation.

Given that the deadline for submissions is 22nd June, the Head of Communities requested delegated authority for Officers to prepare a response, in consultation with the Chair and Vice-Chair.

It was proposed by Councillor G McCleave, seconded by the Deputy Mayor, Alderman H Legge, and agreed to recommend that:

- Delegated authority is granted to Officers to prepare a response to the Museums Policy consultation, in consultation with the Chair and Vice-Chair, and
- Comments from any Member who wished to have their comments considered for inclusion in the response to be emailed to the Head of Communities at their earliest convenience.

It was agreed that a retrospective report would be brought to a future meeting for noting.

4. Report of the Head of Parks & Amenities (Acting)

4.1 Request to Fly Drones on Council Sites

The Acting Head of Parks & Amenities reported that a request had been received to fly a drone at Hydebank Playing Fields for a period not exceeding 30 minutes on a suitable future date, subject to Council approval.

A copy of the correspondence from the applicant and a narrative report had also been presented to Members. Approval to set aside bye-laws would be required to enable this request.

4.1 Request to Fly Drones on Council Sites (Cont'd)

Councillor G Thompson asked for further information in relation to the above request and also expressed concern regarding how GDPR and safety measures would be enforced.

The Acting Head of Parks & Amenities explained that this is an initial request which the council bye-laws must be set aside for; if the approval is granted then she will liaise with the Data Protection Officer and the Health & Safety Officer in the Council to ensure compliance

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

- Hydebank Playing Fields is used to fly a drone, as outlined in the Officer's report, and;
- Approval given to set aside the bye-laws to enable this request to progress.

4.2 Request to use Cairnshill Playing Fields

The Acting Head of Parks & Amenities reported that Newtownbreda FC Academy had requested the use of Cairnshill Playing Fields for a Community Fun Day on either Saturday 8th August or Sunday 9th August 2026. A narrative report, Booking Form and Parks & Open Spaces Screening had been provided to Members.

It was proposed by Councillor B Higginson, seconded by Councillor G McCleave, and recommended to agree to:

- The use of Cairnshill Playing Fields;
- Temporary lifting of the relevant bye-laws, and;
- Infrastructure support where required.

4.3 Request to use Open Spaces – Moira Demesne

The Acting Head of Parks & Amenities reported that Moira Baptist Church had requested the use of Moira Demesne for their summer Bible club and service on Sunday 23rd August 2026.

A narrative report, Booking Form and Equality Screening had been provided and it was recommended that Members agree to:

- The use of Moira Demesne;
- Temporary lifting of the relevant bye-laws; and
- Infrastructure support where required.

Councillor G Thompson proposed the recommendation which was seconded by Councillor A Givan.

4.4 Draft Pitches Strategy 2026-2031

The Acting Head of Parks & Amenities thanked everyone who had taken part in the Pitches Strategy workshops and stated how positive it is that there has been an increase in the usage of pitches.

Members had been provided with a narrative report along with a draft Strategy Report, Executive Summary, Equality Screening and Rural Needs Impact Assessment.

There was lengthy discussion about the draft strategy and Members were keen to see the consultation questions in advance of formal release to the public. Several Members also pointed out that opening the consultation in July/August would not work well since it is the summer holidays and suggested a later release date. The Acting Head of Parks & Amenities explained that they are keen to start the consultation but will bear these comments in mind and could extend the consultation beyond the required 12 weeks to run into September when schools are back.

The Director of Leisure & Community Wellbeing also responded to questions from Members in connection with the draft Pitches Strategy.

It was proposed by Councillor G McCleave, seconded by Councillor C Kemp, and recommended to agree the:

- Draft Pitch Strategy be released for a 12 week public consultation and;
- a full Equality Impact Assessment be progressed.

Councillor B Higginson left the Chamber at 6.31 pm and returned at 6.34 pm.

5. Report of Head of Sports Services

5.1 Carryduff Colts – Charity Football Tournament, Lough Moss Leisure Centre

The Head of Sports Services reported that, following the request at Communities & Wellbeing Committee in May, he had met with Carryduff Colts to discuss assistance from the Council for the above tournament.

The Head of Service explained that a fee of £500 had been agreed, based on no loss of income from similar facilities last year and that Carryduff Colts would engage with Council much earlier next year to explore funding options.

A narrative report had been provided to Members and was duly noted.

5.2 Summer Activity Programmes 2026 for Young People

A narrative report and appendix detailing the various Council run summer schemes had been provided to Members which showed a great variety of

5.2 Summer Activity Programmes 2026 for Young People (Cont'd)

programmes in different venues offering sport, arts and crafts for young people.

The Head of Sports Services reported that summer schemes had gone on sale the day before and that some had sold out within five minutes.

This report was duly noted.

6 Any Other Business (Non-Confidential)

6.1.1 Ballyskeagh Footbridge, Huguenot Playpark, the Blue Bridge Councillor G Hynds

Councillor Hynds thanked Officers for the work carried out at Ballyskeagh Footbridge and Huguenot Playpark which had been painted recently.

However, he pointed out that there is overgrowth at the Blue Bridge and acknowledged that this is not owned by Council. The Acting Head of Parks & Amenities confirmed that she would explore this and advise Members

6.1.2 Derriaghy Football Club Councillor G Hynds

Councillor Hynds thanked staff in Parks & Amenities Unit, on behalf of Derriaghy Football Club, for all their recent help and support prior to the team having won the Premier League.

6.1.3 Thanks to Outgoing Chair and Vice-Chair Councillor G Thompson

Councillor Thompson, on behalf of the Alliance group, thanked the Chair and Vice-Chair on the manner in which they had chaired the Communities & Wellbeing Committee over the past year and congratulated both of them.

6.1.4 Alderman A McIntyre Anna Cheyne Centenary Exhibition

Alderman McIntyre thanked the Head of Communities and staff at the Museum for their hard work on the above exhibition which he said is remarkable.

Confidential Business

“In Committee”

It was proposed by Councillor B Higginson, seconded by Councillor C Kemp, and agreed that the Confidential Reports be considered “in Committee”. (Recording was paused at this stage in proceedings. The member of the press left the Chamber and the two members of the public in attendance also left).

Each of the confidential reports were confidential due to information relating to the financial or business affairs of any particular person (including the Council holding that information).

7 Report of the Director of Leisure & Community Wellbeing

7.1 Dundonald International Ice Bowl Update

An Update Report, Communications Plan, Branding, Financial Summary and Financial Table had been provided to Members.

The Director of Leisure & Community Wellbeing updated Members on the redevelopment of the Dundonald International Ice Bowl. There was discussion and questions from Members which the Director responded to. The Director of Regeneration & Growth also responded to some of the capital questions from Members.

It was agreed that the Committee note the content of the report and appendices

7.2 Satellite Centre and Social Enterprise – Funding Programme

A narrative report had been provided to Members as well as external correspondence, Equality Screening documentation and a Rural Needs Impact Assessment.

The Director of Leisure & Community Wellbeing addressed the Committee in regard to key issues as set out in her report.

It was proposed by Councillor B Higginson, seconded by Councillor C Kemp, and agreed to recommend that:

- Funding be awarded to this facility for 2026/2027 in line with the contents of the report, with ongoing evaluation to consider future funding support and;
- this funding allocation be included as part of the 2027/2028 estimates process;
- A one-year rental relief be approved.

Alderman S Skillen left remotely at 7.10 pm, at the end of Item 7.2.

Councillor S Lowry left the Chamber at 7.11 pm and returned at 7.13 pm.

7.3 Provision of Catering & Refreshments at Dundonald International Ice Bowl – Procurement Criteria

The Head of Sports Services' report set out the background and key issues in connection with the requirement for a tender for catering and refreshments at the new Dundonald International Ice Bowl.

It was proposed by Councillor B Higginson, seconded by Councillor J Craig, and agreed to recommend that the tender award criteria, as outlined in the Head of Sports Services' report be approved.

8 Any Other Business (Confidential)

8.1 Graffiti in Carryduff
Councillor B Higginson

Councillor Higginson thanked Officers for their work removing graffiti at Carryduff Park and at Lough Moss Leisure Centre.

8.2 Fire at Lisburn Museum
Councillor T Mitchell

The Chair, Councillor Mitchell, thanked Officers who had dealt with the fire at Lisburn Museum last week.

Resumption of Normal Business

Councillor B Higginson proposed coming out of committee which was seconded by Alderman A McIntyre.

Conclusion of Meeting

The Chair, Councillor T Mitchell, thanked those present for their attendance and - there being no further business - the meeting concluded at 7.23 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 3 June 2026 at 6.00 pm****PRESENT IN CHAMBER:**

Alderman O Gawith (Chair)

Councillor S Burns (Vice-Chair)

Alderman J Baird

Councillors J Bamford, G Hynds, B Magee, C McCready, M McKeever and N Parker

PRESENT IN REMOTE LOCATION:

Councillors D Bassett and R McLernon

IN ATTENDANCE:

Director of Environmental Services

Head of Service (Waste Management & Operational Services)

Head of Service (Environmental Health, Risk & Emergency Planning)

Head of Service (Building Control & Sustainability)

Member Services Officers (EW and BS)

Commencement of the Meeting

The Chair, Alderman O Gawith, 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 Chair 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 Chair proceeded to outline 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 Alderman S Skillen and Councillors P Catney, A Givan and A Gowan.

2. **Declarations of Interest**

Councillor M McKeever declared an interest in item 4.2 End of Year HMO Report, and advised that he would leave the meeting for the duration of the item. Following the meeting Councillor McKeever submitted a written declaration of interest form stating that his family have an HMO.

3. Report by Head of Service (Waste Management & Operational Services)

3.1 Digital Depot - Update

The Mayor, Alderman A Grehan joined the meeting during this item of business (6.05 pm). She left the meeting at the end of this item of business (6.07 pm).

The Head of Service (Waste Management & Operational Services) delivered this report, which the Members had already been furnished with.

In response to a question from Councillor M McKeever regarding any potential risk to software failure, the Director of Environmental Services advised that a Project Board was set up specifically for the Digital Depot and a risk register is established.

It was proposed by Councillor M McKeever, seconded by Councillor S Burns, and agreed to note the update.

3.2 NI Reuse and Repair Week – Funding Award

The Head of Service (Waste Management & Operational Services) delivered this report, which the Members had already been furnished with.

Alderman J Baird asked how the event had been promoted given it was due to take place the following evening. The Head of Service (Waste Management & Operational Services) advised that engagement had taken place with partner agencies already engaged in this work which included repair networks.

Councillor J Bamford welcomed the report and thanked the team involved for organising the event.

It was proposed by Alderman J Baird, seconded by Councillor C McCreedy, and agreed to note the update.

3.3 From Waste to Worth: Northern Ireland Waste Prevention Programme Consultation

The Head of Service (Waste Management & Operational Services) delivered this report, which the Members had already been furnished with.

In response to questions from Members regarding the proposed Deposit Return Scheme, Circular Schools, income and credit for tonnage weight, the Head of Service (Waste Management & Operational Services), advised as follows:

- The Deposit Return Scheme is not operational and all the details are yet to be fully realised. This includes whether the council would be credited for the volume of materials recycled through this facility.
- The council engages with schools under the Eco-Schools NI programme and it would be more prudent to further develop this programme rather than add an additional layer under Circular Schools which may be difficult for schools to accommodate under the current scheduling of the curriculum.

3.3 From Waste to Worth: Northern Ireland Waste Prevention Programme Consultation (Cont'd)

It was proposed by Councillor G Hynds, seconded by Councillor J Bamford, and agreed to recommend approval of the proposed consultation response in relation to the From Waste to Worth: Northern Ireland Waste Prevention Programme and that it is submitted by the closing date of 10 July 2026.

3.4 Adjustment of Household Recycling Centres (HRCs) Opening Hours

The Head of Service (Waste Management & Operational Services) delivered this report, which the Members had already been furnished with.

The Director of Environmental Services and the Head of Service (Waste Management & Operational Services) responded to comments and queries from Members regarding the opening hours of HRCs. Following a lengthy discussion, recorded votes took place.

It was proposed by Councillor G Hynds, seconded by Alderman J Baird, to return to and retain 'winter opening hours' on an annual basis.

There were three votes in favour, eight votes against, the voting being as follows:

In Favour: Alderman J Baird, Councillor G Hynds and Councillor R McLernon.

TOTAL: 3

Against: Councillor J Bamford, Councillor D Bassett, Councillor S Burns, Alderman O Gawith, Councillor B Magee, Councillor C McCready, Councillor M McKeever and Councillor N Parker.

TOTAL: 8

It was proposed by Councillor N Parker, seconded by Councillor C McCready, to amend the opening hours as follows:

Monday, Tuesday, Wednesday and Friday 10.00 am – 5.00 pm, with one late night opening on a Thursday, 10am to 7.00 pm and Saturday 9.00 am – 5.00 pm.

There were eight votes in favour, three votes against, the voting being as follows:

In Favour: Councillor J Bamford, Councillor D Bassett, Councillor S Burns, Alderman O Gawith, Councillor B Magee, Councillor C McCready, Councillor M McKeever and Councillor N Parker.

TOTAL: 8

Against: Alderman J Baird, Councillor G Hynds and Councillor R McLernon.

TOTAL: 3

The proposal for the amended opening hours was declared 'carried'.

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

4.1 Food Control Service Plan 2026/2027

The Head of Service (Environmental Health, Risk and Emergency Planning) delivered this report, which the Members had already been furnished with.

In response to comments from Councillor G Hynds regarding staffing shortfall, reduction in funding and reduction in in-person visits, the Head of Service (Environmental Health, Risk and Emergency Planning), advised that funding depended on how many food businesses were operational in the council area throughout the year. The new structure implemented had seen the introduction of multi-discipline officers who can discharge food, and health and safety functions during a single visit. Group training can be provided to businesses and there are also online protocols which provide support.

It was proposed by Alderman J Baird, seconded by Councillor S Burns, and agreed to note the content of the Food Service Plan for 2026/2027.

4.2 End of Year HMO Report

Councillor M McKeever left the meeting during this item of business (6.51 pm).

The Head of Service (Environmental Health, Risk and Emergency Planning) delivered this report, which the Members had already been furnished with.

In response to a question from Councillor G Hynds regarding how the council identifies an unlicensed HMO, the Head of Service advised that the HMO team gathers information from a variety of sources which allows them to cross check the status of a dwelling/property and its category as an HMO .

Councillor N Parker commented that an HMO licence application had been granted by the council's Planning Department in 2025 and asked why this was not recorded in the report. The Head of Service advised that while the HMO had been approved in 2025 it was not valid until the 2026-2027 year.

It was proposed by Councillor S Burns, seconded by Alderman J Baird, and agreed to note the content of the HMO year-end report 2025-2026 received from Belfast City Council for Lisburn & Castlereagh City Council.

4.3 Consultation: The Fire Safety of Domestic Upholstered Furniture

4.4 Consultation: Market Surveillance and Enforcement Framework

4.5 Consultation: Market Diversity and Innovation (Liquor Licensing)

4.6 Consultation: The UK's New Product Safety Framework

Councillor M McKeever returned to the meeting at the start of this item of business (6.54 pm).

The Head of Service (Environmental Health, Risk and Emergency Planning) delivered this report, which the Members had already been furnished with.

- 4.3 Consultation: The Fire Safety of Domestic Upholstered Furniture
- 4.4 Consultation: Market Surveillance and Enforcement Framework
- 4.5 Consultation: Market Diversity and Innovation (Liquor Licensing)
- 4.6 Consultation: The UK's New Product Safety Framework (Cont'd)

Councillor G Hynds commented on the difficulties for Northern Ireland businesses having to comply with both the UK and EU systems.

It was proposed by Alderman J Baird and seconded by Councillor J Bamford, to recommend approval of all four consultations - 4.3 Consultation: The Fire Safety of Domestic Upholstered Furniture, 4.4 Consultation: Market Surveillance and Enforcement Framework, 4.5 Consultation: Market Diversity and Innovation (Liquor Licensing), and 4.6 Consultation: The UK's New Product Safety Framework to be submitted on behalf of the council prior to the closing date of 23 June 2026.

With regard to item 4.5, Councillor J Bamford asked for clarification on what criteria would be used to define a cultural venue and for examples of when a cultural venue licence could be used. The Head of Service (Environmental Health, Risk and Emergency Planning) commented that this would involve setting up the opportunity to allow a liquor licence to be granted for an event, such as Proms in the Park, a concert or some form of social gathering that would not ordinarily have the opportunity to have a licence transferred to it from an established liquor licence, or by applying for an annual licence through the surrender principal. Councillor J Bamford asked who would have the ultimate responsibility for granting the licences and how would compliance be monitored. The Head of Service replied that the granting of a licence or a renewal licence would go through the court service and the PSNI would be responsible for the enforcement of the liquor legislation.

With reference to the liquor licence, Councillor G Hynds commented that the response could be strengthened regarding barriers to entry, market competition and the reform that is needed.

Discussion ensued, which resulted in additional comments being recommended at Q16 of 4.5 Consultation: Market Diversity and Innovation (Liquor Licensing). The Chair advised that item 4.5 would be revisited later in the meeting and with confirmation of the proposed additional wording in order for the consultation to be submitted before the closing date.

A revised proposal was made by Alderman J Baird, seconded by Councillor J Bamford, and agreed to recommend approval for three of the consultations - 4.3 Consultation: The Fire Safety of Domestic Upholstered Furniture, 4.4 Consultation: Market Surveillance and Enforcement Framework and 4.6 Consultation: The UK's New Product Safety Framework to be submitted on behalf of the council prior to the closing date of 23 June 2026.

4.7 Notice of Motion – Update on Sustainable Burial Options

The Head of Service (Environmental Health, Risk and Emergency Planning) delivered this report, which the Members had already been furnished with.

4.7 Notice of Motion – Update on Sustainable Burial Options (Cont'd)

Councillors B Magee and J Bamford welcomed the report and thanked officers for all the research time and sensitive approach taken to address the notice of motion.

In response to a query from Councillor G Hynds regarding a feasibility study being carried out, the Head of Service advised that the outcome from such a study would be reported to Members.

In response to a query from Councillor C McCreedy regarding figures on the uptake on sustainable burial options, the Head of Service advised that the council largely provides traditional burials in plots for which there is a high demand and there has been a gradual increase in requests for cremation burials.

It was proposed by Councillor B Magee, seconded by Councillor J Bamford, and agreed to recommend approval:

- to explore the feasibility of providing sustainable burial options within existing and new cemeteries;
- update the Cemetery Rules and Regulations to make it explicit that embalming is not required for interment in council cemeteries;
- to exploring new and alternative ways for people to be buried including the designation of natural burial grounds or woodland areas within the district in the long-term plan for new cemetery provision; and
- the existing engagement by local government through Sustainable NI is used to support the All-Party Group on Climate Action on any identified legislative, planning, infrastructural, or regulatory barriers that may impact the delivery of these sustainable end-of-life options locally.

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

5.1 Consultation Document: Department for the Economy Consultation on Geothermal Licensing

Councillors J Bamford and D Bassett left the meeting during this item of business (7.25 pm and 7.27 pm respectively).

The Head of Service (Building Control & Sustainability) delivered this report, which the Members had already been furnished with.

It was proposed by Alderman J Baird, seconded by Councillor S Burns, and agreed to:

- note the report on DfE Consultation on Geothermal Licensing; and
- the proposal for submission and retrospective approval.

6. Any Other Business

6.1 Hilden Court Wall Councillor G Hynds

Councillor J Bamford returned the meeting during this item of business (7.30 pm).

Councillor G Hynds requested that the council contact Dfl again regarding the wall at Hilden Court as residents had contacted him about the upkeep of the cones and warning tape along its length. The Head of Service (Building Control and Sustainability) advised that Dfl, as the lead agency, had provided confidential feedback, as was their process, and that he would be happy to engage with the DEA Members on this offline.

6.2 Weeding Councillor G Hynds

Councillor D Bassett returned to the meeting during this item of business (7.31 pm).

Alderman J Baird left and returned to the meeting during this item of business (7.33 pm and 7.35 pm respectively).

In response to comments from Councillor G Hynds regarding weeding at sites in Lambeg, the Head of Service (Waste Management & Operational Services), advised that weed management was the responsibility of Dfl. He also advised that the chemicals used to spray and kill weeds required particular training which is not provided to council staff.

6.3 Missed Bin Collections Councillor G Hynds

In response to comments from Councillor G Hynds regarding missed bin collections over the last Bank Holiday in May, the Head of Service (Waste Management & Operational Services), advised that, unfortunately, during holiday periods, there could be a slight disruption to bin collections. He advised that residents should continue to leave their bins out and they would be collected on the next available working day.

6.4 Litter-picking Councillor N Parker

Councillor N Parker wished to put on record her thanks for the recent recognition event for community volunteers who litter-pick that the Mayor has hosted and commented that it had been well received and feedback had been phenomenal. She requested that this is something that should be considered annually.

6.5 Update on New Bins System
Councillor C McCready

In response to questions from Councillor C McCready, regarding the timescale and advertising of the new bins system, the Director of Environmental Services advised that a project board had been established and the timescales at this time remain as agreed by council for implementation in February 2027. Updates will be brought to committee as the project progresses.

6.6 Thanks
Councillor B Magee

Councillor B Magee wished to thank the officers who had responded swiftly to her recent request for inspections and installation of dog foul signs in Lough Leane in Carryduff. She also commented that she had attended the recent Northern Ireland Environment Forum and encouraged Members to attend if the opportunity arose again and wanted this to be put on record.

6.7 Update on Item 4.5 Consultation: Market Diversity and Innovation (Liquor Licensing)
Director of Environmental Services

The Director of Environmental Services advised that the proposal for any additional comments at Q16 of the Consultation would read as follows:

“Lisburn and Castlereagh City Council wishes to add an additional comment in respect of the current regime regarding liquor licensing. It is considered that the opportunity for competition can be limited based on the surrender principle and would support greater flexibility to ensure increased opportunity for competition and encourage business start-up.”

It was proposed by Alderman J Baird, seconded by Councillor J Bamford, and agreed, with the additional comments being added to Q16, to recommend approval of 4.5 Consultation: Market Diversity and Innovation (Liquor Licensing) to be submitted on behalf of the council prior to the closing date of 23 June 2026.

7. Confidential Report from the Head of Service (Waste Management & Operational Services)

The Chair, Alderman O Gawith, advised that the confidential report item 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 Alderman J Baird, seconded by Councillor C McCready, and agreed that the following matter 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 (7.50 pm).

- 7.1 Redevelopment of Carryduff Household Recycling Centre and Waste Service Depot – Outline Business Case
(Redacted report will be available in June 2026 following ratification at June 2026 council meeting)

Councillor N Parker left and returned to the meeting during this item of business (7.50 pm and 7.53 pm respectively).

Following the presentation of the report, the Head of Service (Waste Management & Operational Services) and the Director of Environmental Services responded to comments and questions from Members.

It was proposed by Councillor M McKeever, seconded by Councillor D Bassett, and agreed to recommend approval of the Outline Business Case to enable officers to progress the redevelopment in line the programme time scales.

Resumption of Normal Business

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

The Chair, Alderman O Gawith, thanked Members for their attendance. He also commented that he had an enjoyable and interesting year as Chair.

Councillor M McKeever thanked and congratulated Alderman O Gawith for his chairmanship.

There being no further business, the meeting ended at 8.04 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 and in remote locations on Thursday, 4 June, 2026 at 6.00 pm**

PRESENT IN THE CHAMBER:	Councillor C Kemp (Chairperson)
	Councillor J Harpur (Vice Chairperson)
	Aldermen J Baird, A G Ewart MBE, and M Gregg
	Councillors K Dickson, A Gowan, Councillor J Lavery BEM, D Lynch, U Mackin, A Martin, T Mitchell and C McCready
PRESENT REMOTELY:	Alderman A McIntyre
OTHER MEMBER IN THE CHAMBER:	Councillor G Hynds
OTHER MEMBERS PRESENT REMOTELY	Councillors R Carlin, N Parker and the Hon N Trimble
IN ATTENDANCE	Director of Regeneration & Growth Head of Assets Head of Economic Development Head of Planning & Capital Development Member Services Manager (Acting) Member Services Officer IT Officer

Commencement of Meeting

The Chairperson, Councillor C Kemp, extended a welcome to everyone in attendance at the June meeting of the Regeneration & Growth Committee.

The Chairperson reminded those present that the meeting was being audio recorded unless the item was being considered under confidential business. The Chairperson also outlined the evacuation procedures in the case of an emergency.

1. **Apologies**

It was agreed to accept apologies for non-attendance on behalf of Councillor J Gallen.

2. Declarations of Interest

During the course of the meeting Councillor J Lavery declared an interest in item 7.1 Local Economic Partnership – Capital Project in view of his directorship of the preferred lead partner.

At this point in the Meeting the Chairperson, Councillor C Kemp, advised that the reports at agenda item 4 would be brought forward for consideration.

Councillor N Trimble joined the meeting remotely at 6.04 pm

3. Report of Head of Assets

3.1 Proposed Parking Spaces at Lambeg Play Area, Station Road, Lambeg

Councillor R Carlin joined the meeting remotely during consideration of the above item of business (6.11 pm).

The Head of Assets' report outlined the background and key issues in connection with proposed parking spaces at Lambeg Play Park.

A number of issues in regard to parking in Lambeg had been set out in the Officers report, it being noted that the proposed parking spaces at the playpark would go some way to resolving a number of safety concerns.

The Head of Assets advised that this project had been discussed with Parks & Amenities team and also the relevant DEA Councillors. It was noted that should Members be minded to progress the carpark provision a community consultation would be undertaken, the outcome of which would be reported back with a Project Initiation Proposal for delivery through the Council's Construction Service team avoiding the majority of professional services fees.

The Director of Regeneration & Growth responded to questions from Members in connection with the maintenance of the car parking spaces and the estimated timeline for completion of this project.

A number of Members welcomed the proposed new parking spaces in Lambeg and thanked the Officers for their efforts to date on progressing this scheme.

It was proposed by Alderman J Baird, seconded by Councillor K Dickson, and agreed to recommend that the the proposed parking spaces scheme be progressed through to a public consultation so as to inform a Project Initiation Request for inclusion in the capital programme.

Councillor N Trimble left the meeting at 6.12 pm.

3.2 St Ita's Pathway

Councillor N Parker left the meeting during consideration of this item of business (6.15 pm).

The Head of Assets' report outlined the background and key issues in connection with the proposed erection of a pathway leading to St Ita's Primary School, off the Purdysburn Road, Belfast.

The Vice Chairperson, Councillor J Harpur, who represented Castlereagh South DEA, welcomed the proposed erection of a pathway at St Ita's Primary School which would be welcomed by the children, parents and those who transport children to St Ita's Primary School.

The Director of Regeneration & Growth responded to comments from Members in relation to next steps and timelines for this project, and also in connection with having a 'plan B' in place. He undertook to liaise with DfI Officials in this regard.

The Director also stated that this project was part of the Council's capital programme and undertook to give consideration to progressing the project expeditiously, it being noted that this project may be progressed through the Department's Greenways framework.

It was proposed by the Vice Chairperson, Councillor J Harpur, seconded by Councillor T Mitchell, and agreed to recommend that:

- the completion of the Options Agreement on a conditional basis including the tenure arrangements, as outlined in the report, in connection with the proposed erection of a pathway close to St Ita's Primary School be approved, and
- in addition to the Officer's recommendation, Officers give consideration to a 'Plan B' for this project, in regard to the possible security of appropriate tender for the land requirements.

Councillor R Carlin left the meeting at the conclusion of the above item of business (6.18 pm).

3.3 Building Maintenance & Minor Works – Tender Evaluation Criteria

The Head of Assets' report set out the background and key issues in connection with the tender evaluation criteria in respect of building maintenance, and minor works. It was noted that this procurement established a new contractual call-off framework for labour, plant and equipment to support the Council in delivery of their duties, through various construction services and minor works projects.

3.3 Building Maintenance & Minor Works – Tender Evaluation Criteria (Cont'd)

The tender evaluation award criteria for the procurement of a Framework Schedule Building Maintenance & Minor Works was set out in the report circulated for Members' consideration and approval, it being noted that this tender would be awarded on the basis of the Most Advantageous Tender (MAT).

Alderman M Gregg welcomed the inclusion of social value being included in one of the tender criteria.

It was proposed by Alderman M Gregg, seconded by Alderman J Baird, and agreed to recommend that the tender evaluation award criteria for building maintenance & minor works tender, as outlined, be approved.

The Head of Assets left the meeting at 6.21 pm.

4. Report of Head of Economic Development

4.1 Labour Market Partnership (LMP) Funding Contract 2026-2027

The Committee considered a report outlining the background and key issues in connection with the Labour Market Partnership (LMP) Funding Contract 2026/2027.

It was noted that whilst the LMP had secured a final allocation of £490,578.36 funding for the 2025/26 period, the 2026/27 final allocation was not yet confirmed.

In addition to the Officer's report, the Committee had been provided with:

- copy correspondence from the Department for Communities in relation to interim funding allocations pending agreement on the final budget,
- a copy of the LMP Action Plan which summarised the three programme strategic priorities, and
- an equality screening document and a rural needs assessment

It was proposed by Councillor K Dickson, seconded by Alderman A Ewart, and agreed to recommend that:

- the funding offer of £90,470, as outlined in the report and appended document, be accepted,

4.1 Labour Market Partnership (LMP) Funding Contract 2026-2027 (Cont'd)

- the Letter of Offer in line with the remaining budget allocations set by the Department for Communities when received, including any additional in-year offers of funding that fall in line with the themes and programmes contained in the Action Plan, be accepted,
- initiating delivery (subject to confirmation of funding) of the initiatives summarised in the appended Action Plan, which will involve the procurement of appropriate third-party delivery agents, be approved, and
- it be noted that a summary of the outcomes from the delivery of the current Action Plan would be presented to a future meeting of the Committee once available.

4.2 Business Development Collaboration & Enterprise Lisburn Castlereagh Programmes 2026-2027

Councillor N Parker returned to the meeting at 6.22 pm.

The Committee considered a report by the Head of Economic Development which outlined the background and key issues in connection with the Business Development Collaboration & Enterprise Lisburn Castlereagh Programmes 2026-2027.

The aims of the various projects in connection with the above Programme were set out in the Officer's report. Also the Planned projects for 2026–2027 in respect of both the Business Development Collaboration Programme and the Enterprise Lisburn Castlereagh Programme had been set out in the Officer's report.

In addition to the Officer's report, the Committee had also been furnished with:

- an overview of activity in respect of the Business Development Collaboration Programme 2026/27
- an overview of activity in respect of the Enterprise Lisburn Castlereagh Programme
- an equality screening documents and rural needs assessments in connection with both Programmes

It was proposed by Alderman A Ewart, seconded by Alderman J Baird, and agreed to recommend that the Business Development Collaborative and Enterprise Lisburn Castlereagh programmes of activities, as outlined, for the incoming financial year and future years, as per the opportunities provided through the estimates process and third party funding, be agreed.

4.3 Public Consultation on Rural NI: Our New Approach 2026-2041

The Committee considered a report by the Head of Economic Development which outlined the background and key issues in connection with a public consultation by the Department of Agriculture, Environment and Rural Affairs (DAERA) on proposals for a new long-term rural policy for Northern Ireland – ‘Rural NI: Our New Approach (2026–2041).’ The proposed policy framework had been developed with input from rural communities, representative organisations and subject-matter experts across the region.

A link to the consultation documents on DAERA’s website had been included in the Officer’s report.

The Head of Economic Development reminded the Committee that the Council had prepared a draft response to the consultation which had been circulated to Members on 20 May 2026 for any comments/amendments to allow submission to DAERA by the deadline of 1 June 2026.

A copy of the final consultation response submitted to DAERA had been appended to the Officer’s report.

It was proposed by the Vice Chairperson, Councillor J Harpur, seconded by Alderman A Ewart, and agreed to recommend that retrospective approval be granted in respect of the submitted consultation response.

4.4 Public Toilet Provision – Lisburn City Centre

The Committee considered a report by the Head of Economic Development which outlined the background and key issues in connection with previous requests from Members that an enhanced public toilet provision be progressed in the city centre. Officers had been asked to provide a report for consideration detailing potential options to secure this objective.

The Head of Economic Development advised that an outline feasibility study had been completed by Officers which reviewed options for enhancing public toilet provision in the city centre. The study includes consideration of the costs of delivering new or refurbished facilities.

A copy of the outline feasibility study had been appended to the Officer’s report. The options contained therein had also been listed in the report.

Alderman Ewart, having thanked the Officers concerned for their efforts in bringing forward this report with two months, proposed that Option 2 be the preferred option, namely the upgrade of existing toilet provision in the Irish Linen Centre/Lisburn Museum (ILCLM). In addition the Member suggested an amendment to the report that ‘could’ be replaced with

4.4 Public Toilet Provision – Lisburn City Centre (Cont'd)

'would' in the context of considering future options of the facility in Bow Street. This was accepted by the Committee.

The Director of Regeneration & Growth responded to further comments and questions from Members in connection with the above proposal.

Councillor N Parker spoke in support of Option 3 being the preferred option, namely; the purchase or lease of a vacant unit within the city centre to fit out as public toilet provision.

At this point Councillor T Mitchell seconded Alderman A Ewart's proposal that Option 2 be the preferred option. Councillor G Hynds spoke in support of option 2.

Councillor K Dickson spoke in support of option 3 and proposed that Option 3 be the preferred option. Councillor Lynch spoke in support of option 3 and seconded Councillor Dickson's proposal.

The Director responded to further questions in connection with the proposals put forward.

The proposal by Councillor K Dickson, seconded by Councillor D Lynch, that Option 3 be the preferred option, was put to the meeting and on a recorded vote being taken, declared 'fallen.' There were six votes in favour and eight votes against Option 3 as follows:

In Favour: Councillor K Dickson, Alderman M Gregg, Councillor J Harpur (Vice Chairperson), Councillor C Kemp (Chairperson), Councillor D Lynch and Alderman A McIntyre. **Total 6**

Against: Alderman J Baird, Alderman A Ewart, Councillor A Gowan, Councillor J Laverty, Councillor U Mackin, Councillor A Martin, Councillor T Mitchell, and Councillor C McCready **Total 8**

The proposal by Alderman A Ewart, seconded by Councillor T Mitchell, that Option 2 be the preferred option was put to the meeting and on a recorded vote being taken, declared 'carried.' There were 14 votes in favour and no votes against the proposal. The decision was unanimous.

It was proposed by Alderman A Ewart, seconded by Councillor T Mitchell, and agreed that the Officer's recommendations be agreed, namely that:

- the outline feasibility study be noted
- the recommended option of an upgrade to the current provision at the ILCLM (Option 2) as outlined in the report and as detailed in the outline feasibility study, be approved,

4.4 Public Toilet Provision – Lisburn City Centre (Cont'd)

- this project be included in the Council's capital programme for further Member consideration, and
- the project be expedited in the context of the wider Works Programme.

5.0 Report by the Head of Planning & Capital Development

5.1 Council Validation Checklist Requirements

Councillor N Parker left the meeting during consideration of this item of business at 6.44 pm.

The Head of Planning & Capital Development's report highlighted the background and key issues in connection with the development of a draft Validation Checklist, which had been agreed by the Regeneration and Growth Committee in September 2024, a further copy of which had been appended to the Officer's report.

The Head of Planning & Capital Development referred to the undernoted consultations that had taken place:

- a face-to-face stakeholder engagement event with Planning Agents on 19 September 2025, and
- a twelve week public consultation which ran from 1 December 2025 to 23 February 2026 to seek views from both stakeholders and the local community.

A copy of the responses from the public consultation had been appended to the Officer's report and following feedback from stakeholder engagement which had informed a final draft Validation Checklist, a final draft (May 2026) had been presented to Members for consideration and agreement.

It was noted that should Members approve the content of the checklist, the final stage prior to adoption would be to make a Direction which makes the requirement to comply with the checklist a formal obligation with a right of appeal to the Planning Appeals Commission.

The Head of Planning & Capital Development drew the Committee's attention to flexibility under the Biodiversity Checklist as outlined in the final draft Validation Checklist document.

Comments were noted from two Members who welcomed the development of the Validation Checklist Requirements, which would hopefully have a positive effect on the Council's departmental figures.

5.1 Council Validation Checklist Requirements (Cont'd)

It was proposed by Alderman M Gregg, seconded by Councillor U Mackin, and agreed to recommend that the final draft of the Validation Checklist be approved and that delegated authority be granted to Officers to proceed to draft a Direction which makes the requirement to submit information with an application a mandatory requirement.

6.0 Any Other Business

6.1 Tower of London Investment Event 27-29 May 2026 Chairperson Councillor C Kemp

The Chairperson, Councillor C Kemp, updated the Committee in relation to the Council's recent Investment event that had taken place at the Tower of London from Wednesday 27th to Friday 29th May 2026. The Committee had been represented by the Chairperson, Councillor C Kemp, Alderman J Baird and Alderman A Ewart. The Chairperson stated that the feedback from businesses who had participated in this event had been encouraging and very positive. In this regard the Chairperson put on record her thanks to the Head of Economic Development and his team of Officers for the planning and implementation of this event, which she stated, had represented the Council area well.

At a later point in the meeting Alderman J Baird and Alderman A Ewart congratulated the Chairperson, Councillor C Kemp, on the manner in which she had led the Council at the Tower of London Investment event.

6.2 Chairperson's last Meeting of 2025/2026 Chairperson, Councillor C Kemp

The Chairperson, Councillor C Kemp, this being her last meeting as Chairperson, stated that her year in office had been busy but very rewarding. The Chairperson referred to the work and engagement that had taken place with local businesses, working with young people looking into employment, and also the barriers to work that young people and also people with caring responsibilities faced. The Chairperson also referred to the work of the Committee in building relationships with the Lisburn Chamber of Commerce. She felt that the Regeneration & Growth Committee was a committee that worked really well together with everyone work working towards the same goal.

The Chairperson thanked Members of the Committee for their contributions and commitment throughout the year.

6.3 Bow Street - Update
Councillor U Mackin

In response to a request for an update on repair works that were required in Bow Street the Director of Regeneration & Growth advised that that this matter had been raised at Council recently and also that a Council Officer continued to report to Dfl on this matter.

The Director also advised that he had forwarded a number of photographs of the various defects to Dfl and had received verbal assurances from Dfl regarding their commitment to have their maintenance contract teams look into these repairs.

6.4 Saintfield Road Roundabout Project - Update
Councillor U Mackin

In response to a request for an update by Councillor U Mackin on the project at the Saintfield Road Roundabout, it was noted that this matter would be considered during confidential business.

6.5 Thanks to Chairperson, Councillor C Kemp
Councillor U Mackin

Councillor U Mackin put on record his thanks to the Chairperson, Councillor C Kemp, for her efforts and hard work throughout the past year, and stated that the Chairperson of the Regeneration & Growth Committee was an extremely busy role.

At a later point in the meeting, Aldermen J Baird & A McIntyre, and Councillors T Mitchell, G Hynds, and D Lynch also paid tribute to the Chairperson on the manner in which she had carried out her duties as Chair throughout the year.

At a later point Councillor Mitchell also expressed thanks to the Vice Chairperson, Councillor J Harpur, for his efforts during the year.

The Chairperson, Councillor C Kemp also expressed sincere thanks to the Vice Chairperson, Councillor J Harpur.

6.6 Opportunity for Promotional Event in South of Ireland with HRP
Alderman J Baird

The Director of Regeneration & Growth responded to comments from Alderman J Baird in connection with a tourism opportunity for the Council, in association with HRP, in respect of the National Ploughing Championships in Tullamore, Co Offlay in September 2026.

It was agreed to recommend that delegated authority be granted to the Regeneration & Growth Committee at its meeting in September to progress this matter.

6.7 Balmoral Show 2026
Councillor T Mitchell

Councillor T Mitchell referred to the success of the Council's stand at the Balmoral Show and conveyed congratulations to the team of Officers for their efforts thereon.

6.8 Blue Bridge, Hilden
Councillor G Hynds

Councillor G Hynds enquired about the funding of repairs that were required to the Blue Bridge at Hilden, this matter having been raised at the Members engagement workshop with NI Water. The Director of Regeneration & Growth advised that he had written to DfI on this matter recently and that he was waiting on a response. He also advised that due to the sensitive nature of the detail around the funding proposal he would be happy to share this information under Confidential Business.

Alderman J Baird left the meeting at this point (7.00 pm)

6.9 EV Charge Points at Lagan Valley Island
Councillor G Hynds

In response to questions from Councillor G Hynds regarding EV charge points at Lagan Valley Island, the Director of Regeneration & Growth advised that there were five EV chargers on site all of which were charged to users at the same tariff, one of which is located in the Members' car park. The Director confirmed that the tariff charged was the standard charge to the Council by NIE plus a small levy to reflect the maintenance of the assets and which was slightly below the tariff charged for EV charging points that are on-street. He emphasised that there were no discounts offered to staff or Members.

6.10 Congratulations and Best Wishes to the Chairperson
Vice-Chairperson, Councillor J Harpur

The Vice Chairperson, Councillor J Harpur, expressed congratulations to the Chairperson, Councillor C Kemp on her successful year in office which, he stated, had been a particularly busy year during which he had deputised for the Chair on a number of occasions throughout the year. Councillor Harpur highlighted that it had been a privilege and honour to have had the opportunity to deputise for the Chair at these events. He added that the Regeneration & Growth Committee was a Committee that involved working with a wide range of groups and people from across the Council area.

The Vice Chairperson also conveyed sincere thanks to the Director of Regeneration & Growth and all the Officers and staff across the Directorate for their efforts and work behind the scenes.

6.11 History of Blue Bridge at Hilden
Alderman A McIntyre

Alderman A McIntyre referred to the issue raised by Councillor Hynds regarding the Blue Bridge at Hilden which, he stated, straddled Lisburn North, Downshire East and also Hillhall. Alderman McIntyre advised that he had been contacted recently by local residents about this bridge and that this had led him to the archives to some research. He stated that the newspaper archives indicate that the bridge was completed in spring 1977 and that he was happy to share this information with the Director. Alderman McIntyre also stated that it was frustrating that there is no information on who built the bridge.

Alderman J Baird returned to the meeting during the above discussion at 7.02 pm.

The Vice Chairman, Councillor J Harpur, left the meeting at the end of the discussion at 7.05 pm.

7. Confidential Business

The Chairperson, Councillor C Kemp, advised that the confidential reports 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 and related appendices at item 7.1. 3 Progress on Public Ream CCTV Integration were confidential due to containing 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.

"In Committee"

It was proposed by Councillor T Mitchell, seconded by Alderman J Baird, 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 and the member of the press left the Council Chamber (7.07 pm).

The Vice Chairman, Councillor J Harpur, returned to the meeting at 7.07 pm.

7.1 Confidential Report from the Head of Economic Development

7.1.1 Business case for Lisburn Light Festival
(Redacted report to be made available following ratification by Council)

Councillor T Mitchell left the meeting during consideration of this item of business at 7.23 pm and returned at 7.25 pm.

7.1.1 Business case for Lisburn Light Festival (Cont'd)

The Committee considered a report outlining the background and key issues in connection with a business case for the Lisburn Light Festival.

A copy of the business case for the procurement of a competent contractor for the Lisburn Light Festival recommending the preferred option had been appended to the Officer's report.

The Director of Regeneration & Growth and the Head of Economic Development responded to a number of comments and questions from Members in connection with key issues as set out in the Officer's report. The Director assured the Committee that each of the issues raised would be addressed.

It was proposed by Alderman A Ewart, seconded by Councillor U Mackin, and agreed to recommend that:

- the Council's Corporate Management Team (CMT) review the business case, as attached, and
- agree to the procurement of a new contractor for the delivery of the Lisburn Light Festival, as outlined in the report.

7.1.2 Local Economic Partnership – Capital Project

(Redacted report to be made available following development agreement estimated March 2027)

Councillor J Lavery left the meeting at this point having declared an interest in this item of business (7.29 pm).

The Committee considered a report by the Head of Economic Development together with a related appended document outlining the background and key issues in connection with the Local Economic Partnership capital project.

It was noted that a further report would be brought to Committee in due course in order to confirm the detail of any contractual arrangements and grant funding offer.

It was proposed by Alderman J Baird, seconded by Councillor U Mackin, and agreed to recommend that the following actions be approved and agreed, subject to the requisite due diligence around the processes involved:

- Officers enter into negotiation on a without prejudice basis with the preferred lead partner,

7.1.2 Local Economic Partnership – Capital Project (Cont'd)

- Officers engage with DfE on both Invest NI property advice and potential award of grant, and
- Officers develop a Heads of Terms to inform contractual obligations ahead of presentation to Committee.

Councillor J Lavery returned to the meeting at the conclusion of this item of business at 7.36 pm.

7.1.3 Progress on Public Realm CCTV Integration (Redacted report to be made available following completion of new Operating model)

The Committee considered a report by the Head of Economic Development outlining the background and key issues in connection with the progress of the integration of the Public Realm CCTV. A number of related documents had been appended to the Officer's report.

The Director provided verbal updates to the Committee in connection with key issues in relation to the Public Realm CCTV integration and responded to comments and questions from Members.

It was proposed by Councillor T Mitchell, seconded by Councillor J Lavery, and agreed to recommend that:

- the progress to date in regard to the integration of the Public Realm CCTV be noted,
- the draft Memorandum of Understanding and draft Data Sharing Agreements, as presented, be approved, and
- the extension of the existing contract up to 12 months subject to a VEAT notice, be approved.

7.1.4 USA 250 – Senior Executive Inbound Delegation and North Carolina Visit (August 2026)

(Redacted report to be made available following consideration and agreement by Council)

Further to previous updates to Committee in regard to the Council's ongoing engagement in the USA 250 programme, the Committee considered a report by the Head of Economic Development in connection with a senior Executive inbound delegation and North Carolina Visit.

7.1.4 USA 250 – Senior Executive Inbound Delegation and North Carolina Visit (August 2026) (Cont'd)

It was proposed by Councillor C McCreedy, seconded by Alderman A Ewart, and agreed to recommend that:

- the alignment of the senior executive inbound delegation initiative with the USA 250 programme and previous updates provided to Committee be noted, and
- a financial contribution of £5,000 towards the delivery of the programme, recognising its role in leveraging wider private sector sponsorship and partnership investment, be approved.

8. Any Other Business (Confidential)

8.1 Saintfield Road Roundabout Project - Update
Councillor U Mackin

In response to earlier comments and questions from Councillor U Mackin, the Head of Economic Development provided an update in connection with the progress to date in respect of the above project.

8.2 Blue Bridge at Hilden
Councillor G Hynds

In response to earlier comments from Councillor G Hynds, the Director of Regeneration & Growth updated the Committee in relation to the issue of funding for repair work to the Blue Bridge at Hilden.

Councillor Hynds expressed appreciation to the Director for his on-going work on this matter.

8.3 Re-surfacing of Main Street, Hillsborough
Director of Regeneration & Growth

The Director of Regeneration & Growth provided an update in relation to Dfl's resurfacing project that was planned to take place in Hillsborough in the near future.

8.4 Thanks to Chairperson, Vice Chairperson and the Committee
Director of Regeneration & Growth

The Director of Regeneration & Growth expressed thanks and appreciation to the Committee for its support throughout the year and for entrusting his teams to undertake the various projects.

The Director also wished to echo the sentiments expressed earlier in the meeting in regard to the success of the Tower of London Investment event. It was noted that a follow-up session would be convened in the near future.

The Director concluded by thanking the Chairperson, Councillor C Kemp, and also the Vice Chairperson, Councillor J Harpur, for their efforts and patience throughout the year.

8.5 Carryduff Colts – Correspondence
Councillor U Mackin

The Director of Regeneration & Growth responded to questions from Councillor U Mackin in relation to the above item of correspondence that had been appended to this month's Information & Correspondence schedule.

Resumption of Normal Business

It was proposed by Councillor T Mitchell, seconded by Councillor K Dickson, and agreed to come out of Committee and normal business was resumed.

Conclusion of Meeting

The Chairperson thanked everyone for their attendance. There being no further business for consideration the meeting was concluded at 8.08 pm.

Chairperson

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 10th June 2026 at 6.00 pm.****PRESENT IN
COUNCIL CHAMBER
(COMMITTEE):**

Alderman P Porter (Chair)
Councillor R McLernon (Vice-Chair)
The Right Worshipful The Mayor
Councillor B Higginson
Alderman A Ewart MBE
Councillors J Bamford, A Ewing, J Harpur,
J Lavery BEM, U Mackin and M McKeever

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

Alderman O Gawith and Councillors K Dickson, R Carlin and
G McCleave

**PRESENT IN
COUNCIL CHAMBER
(NON-COMMITTEE)**

Councillor G Hynds and P Catney

**PRESENT IN A
REMOTE LOCATION
(NON-COMMITTEE)**

Alderman J Tinsley

IN ATTENDANCE:

Chief Executive
Director of Finance & Corporate Services
Director of Organisation Development & Innovation
Head of Assets
Head of Finance
Head of Governance & Communications
Head of HR & OD
Head of Sports Services
IT Officer
Member Services Officers (HB & FA)

Commencement of Meeting

The Chair, Alderman P Porter, welcomed everyone to the meeting and advised that it would be audio recorded unless the item on the agenda was to be considered under confidential business.

He also stated that he hoped that he and his new Vice-Chair would have as good a year on the committee as the previous Chair and Vice-Chair had during the previous twelve months.

The Director of Finance & Corporate Services reminded those present that unauthorised recording was not permitted, as per 8.6 of the Council's Standing Orders, and that mobile phones were to be turned off or on silent mode for the duration of the meeting. Members attending remotely were asked to keep their cameras on. The Director also 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.

The Director then 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 The Hon Councillor N Trimble and Councillor T Beckett.

2. Declarations of Interest

There were no Declarations of Interest.

Councillor K Dickson joined remotely at 6.03 pm during the opening announcements.

3. Report of Director of Finance & Corporate Services

3.1 Livestreaming of Meetings

Councillor R Carlin joined the meeting remotely at 6.03 pm at the beginning of Item 3.1. Alderman J Tinsley joined the meeting remotely at 6.14 pm during Item 3.1.

The Director of Finance & Corporate Services had provided a report in connection with livestreaming committee meetings, in addition to the Full Council meetings, following a Notice of Motion on Transparency. Four options were presented with costings provided.

It was proposed by Alderman A Ewart and seconded by Councillor R McLernon and agreed to recommend:

3.1 Livestreaming of Meetings (Cont'd)

- Option 4, Livestream Full Council Meetings and upload video recordings of Full Council Meetings and Committee Meetings in 1-3 working days;
- Officers to table a report at Council to adjust Standing Orders and Protocol and;
- Review the position after 6-12 months.

Councillor G Hynds welcomed the report and thanked Councillor P Catney who had seconded his Notice of Motion. He also thanked the Chair, Alderman P Porter, for his support.

Councillor Catney thanked Councillor Hynds for bringing the Notice of Motion on Transparency and he thanked the Chief Executive and congratulated the Director of Finance & Corporate Services for his work progressing this.

Four other Members spoke in support of introducing Option 4 which was the best value for money and would be an improvement in transparency for the Council.

4. Report of the Head of Governance & Communications

4.1 Lagan Valley Island – Building Illumination Request

The Head of Governance & Communications provided a narrative report and a copy of the letter from Minister for Communities, Gordon Lyons. The letter outlined that 2026 is the 250th anniversary of the United States Declaration of Independence and invited the Council to illuminate one of its civic buildings.

Councillor J Harpur did not support the Officer's recommendation to illuminate Lagan Valley Island on 4th July 2026 on the grounds of poor governance. He also explained that it would set a precedent for other countries to make similar requests and highlighted the consequences of the current USA administration.

There was further discussion with several Members speaking in favour of the illumination request to celebrate the links between Northern Ireland and the USA.

It was proposed by Alderman A Ewart, and seconded by Councillor A Ewing, that the Officer's recommendation be approved. This was put to the meeting and on a recorded vote being taken, declared 'carried' the voting being:

Vote

In favour	Alderman A Ewart, Alderman P Porter (Chair), The Right Worshipful The Mayor Councillor B Higginson, Councillor A Ewing, Councillor J Laverty, Councillor R McLernon (Vice-Chair) and Councillor U Mackin (7)
Against	Alderman O Gawith, Councillor J Bamford, Councillor K Dickson, Councillor J Harpur and Councillor M McKeever (5)

4.1 Lagan Valley Island – Building Illumination Request (Cont'd)

Abstained Councillor R Carlin and Councillor G McCleave (2)

Councillor P Catney also spoke about the stained glass window which was agreed to be installed at Lisburn First Presbyterian Church to commemorate Frederick Douglass and asked if this project could be completed during 2026 which is the 250th anniversary of the USA.

Councillor Catney left the Chamber at 6.25 pm at the end of Item 4.1.

5 Report of Head of HR & Organisation Development

5.1 Equality Report

The Head of HR & Organisation Development had provided an Equality Report as well as additional information including the:

- Equality Action Plan (EAP) Progress 2025-2026
- Disability Action Plan 2021-2025
- EAP Equality Screening,
- Disability Action Plan Equality Screening
- Equality Commission NI Section 75 Screening Template and the documents listed below.

It was proposed by Councillor J Bamford, seconded by Councillor A Ewing, that the Officer's recommendation be agreed, namely;

- The Annual Progress Report 2025-2026 for the Council be issued to the Equality Commission for Northern Ireland
- The draft Equality Action Plan be progressed to public consultation
- The draft Disability Action Plan 2026-2030 is progressed to public consultation
- The updated Equality Screening Template be issued to the Equality Commission for Northern Ireland

5.2 Elected Member Development

The Head of HR & OD provided a narrative report and minutes of a previous meeting of the Elected Member Development Steering Group meeting which had taken place in January.

5.2 Elected Member Development (Cont'd)

It was proposed by The Right Worshipful The Mayor, Councillor B Higginson, seconded by Councillor J Harpur, that the Officer's recommendations be agreed, namely:

- Cease the publication of the quarterly L&D Programme
- Start time of sessions to move to 6.30pm
- Sandwiches, but no hot food, will be served
- Training for newly elected or co-opted Councillors, including training offered in election year will continue to be arranged
- Training for elected members outside of the above will be increasingly focused on bespoke requests.

5.3 Workforce Reports

The Head of Service provided a narrative report and also explained that the reports presented a 'snapshot in time'.

- Attendance Management Report: Analysis for Period Ending 31st March 2025
- Recruitment Committee Report - Advert & Selection
- Recruitment Committee Report – Appointments
- Appendix Workforce Profile

The Head of Service responded to Members' questions.

The reports were duly noted.

6. Any Other Business (Non-Confidential)

6.1 Peaceful Protests Councillor G Hynds

Councillor G Hynds explained that he supported and had attended the peaceful protests which had taken place in Lisburn on Tuesday evening, while recognising the concerns of local people.

There was further discussion among Members about the protests, expressing sadness to see such violence on the streets of Belfast. Members conveyed that their thoughts and prayers were with the victim of the stabbing attack and his family.

They expressed concern that young people may become caught up in violence which could lead to a criminal record, instead of having a good future. Members also condemned the violence against people from ethnic minorities.

Confidential Business

“In Committee”

It was proposed by Councillor A Ewing, seconded by Councillor J Harpur, and agreed that the Confidential Reports be considered “in Committee”. (Recording was paused at this stage in proceedings. The member of the press left the Chamber and there were no members of the public in attendance in the public gallery).

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

In addition, the report at item 7.3.4 was confidential due to 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.

7. Report of Head of Assets

7.1 Tender Awards

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

The undernoted tender reports and quotation report and a summary of those awarded had been provided with the narrative report and their contents duly noted.

- T25/26-034 PPM & RM 15: Sewage & Drainage Pump Systems
- T25/26-075 Resurfacing Programme – Phase 2
- T25/26-067 Haulage of Leachete from Moss Road Landfill Site and Cesspool Waste from Carryduff HRC
- T25/26-070 Provision of Generalist Advice Services
- Q25/26-063 Supply and Installation of a Prefabricated Inspection Pit with associated works at Central Services Depot.

Councillor Hynds left the Chamber at 6.57 pm at the end of Item 7.1 and returned at 7.00 pm at the start of Item 7.3.

7.1.2 Outline Business Case – Lighting Schemes at Carryduff Park and Lough Moss.

Redacted report to become available on award of contract.

7.1.2 Outline Business Case – Lighting Schemes at Carryduff Park and Lough Moss (Cont'd)

The Head of Assets had provided a narrative report, Business Case and Equality Screening about a new lighting scheme at Carryduff Park and Lough Moss.

It was proposed by Councillor J Harpur, seconded by The Right Worshipful The Mayor, Councillor B Higginson, that the Officer's recommendation be agreed,

Councillor K Dickson left remotely at 7.02 pm at the end of Item 7.2.

7.2 Report of Head of Finance Management Accounts (Period 12)

Redacted report to be made available after Full Council.

The Head of Finance provided a narrative report, Management Accounts for Period 12 and a Building Resilience report were provided to Members. The reports were duly noted.

7.3 Report of Head of Human Resources & Organisation Development

7.3.1 LGTG JAM Card

Report will become available after award of contract.

The Head of HR & OD had provided a narrative report and an Equality Screening regarding the JAM card. It was proposed by The Right Worshipful the Mayor, Councillor B Higginson, seconded by Councillor M McKeever, and agreed to recommend that the procurement of Jam Card training, as outlined, be approved.

7.3.2 Report of Head of HR & OD Renewal of iTrent

The Head of HR & OD had provided a narrative report about iTrent Renewal. It was proposed by Councillor R McLernon, seconded by Councillor A Ewing, that the renewal of iTrent be approved.

7.3.3 Report of Head of HR & OD Tender for Occupational Health Services

Redacted report to become available after award of contract.

An Occupational Health (OH) Business Case, Equality Screening and Rural Needs Impact Assessment were provided in addition to a narrative report.

It was proposed by Councillor M McKeever, seconded by Councillor J Bamford, and agreed to recommend that Option 3 in respect of the tender for Occupational Health Services, as outlined, be approved.

7.3.4 Report of Head of HR & OD
Acting Up and Honorarium

Report to become available post consultation with JCNF.

It was proposed by Councillor J Bamford, seconded by Alderman A Ewart, and agreed to approve the amended Acting Up & Honoraria Policy to progress to JCNF for consultation.

7.4 Report of Director of Human Resources & Organisation Development
Efficiency Review Steering Group (ERSG) Meetings

Redacted report to be available following ratification by Council.

It was proposed by Councillor R McLernon, seconded by Councillor A Ewing, and agreed to recommend that the Officer's recommendations, as outlined, be agreed.

Conclusion of Meeting

The Chair, Alderman P Porter, thanked everyone for their attendance, and there being no further business - the meeting concluded at 7.24 pm.

MAYOR / CHAIR

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of Meeting of the Governance and Audit Committee held in the Council Chamber and Remote Locations on Thursday, 11 June, 2026 at 6:00 pm**PRESENT IN CHAMBER:**

Councillor M McKeever (Chair)
 Mr E Jardine (Independent Member and Vice-Chair)
 Aldermen O Gawith, and J Tinsley
 Councillors J Bamford, A P Ewing, A Martin and R McLernon

PRESENT IN REMOTE LOCATION:

Alderman S P Porter
 Councillors D Bassett, S Burns, J Gallen and B Magee

IN ATTENDANCE:

Chief Executive
 Director of Organisation Development and Innovation
 Director of Finance & Corporate Services
 Head of Environmental Health, Risk and Emergency Planning
 Head of Human Resources and Organisation Development
 Head of Parks & Amenities (Acting)
 Internal Audit Manager (remote)
 Performance Improvement Officer
 Member Services Manager
 Member Services Officer
 IT Officer

Northern Ireland Audit Office

Mr R McCance (Remote)

RBCA

Mr B Stewart (Remote)

Commencement of the Meeting

The Chair, Councillor M McKeever, having welcomed those present to the June meeting of the Governance & Audit Committee, 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.

The Chair asked that mobile phones be put on silent or switched off for the duration of the meeting following which the Director of Organisation Development & Innovation outlined the evacuation procedures in the case of an emergency.

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1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman A Grehan and Councillors D J Craig and D Lynch.

2. Declarations of Interest

There were no declarations of interest declared at the meeting.

3. Report from the Director of Organisation Development and Innovation

3.1 Key Departmental Objectives 26/27

Alderman J Tinsley and Councillor A P Ewing arrived to the meeting during this item (6.04 pm).

The Director of Organisation Development and Innovation presented the report and advised that its intention was to highlight key objectives for the year ahead which were considered 'non business as usual' in type. Members noted the Key Departmental Objectives for the coming year.

4. Report from the Performance Improvement Officer

4.1 Customer Care Feedback – Quarter 4 2025/26

In addition to the narrative report Members were provided with a copy of a dashboard report showing compliments and complaints during Quarter 4 of 2025/26. The Performance Improvement Officer outlined in her report a summary of key learning outcomes from complaints, as well as good practice noted from compliments received.

Councillor J Bamford thanked the Performance Improvement Officer for her expansion of the report to include examples of compliments and complaints and learnings, which had previously been requested by Members. It was agreed by Members that the contents of the report be noted.

4.2 Q4 Performance Improvement Monitoring – Objectives, Case Studies, Performance KPIs & Corporate Plan KPIs

Members were provided with a copy of:

- (a) a quarterly monitoring document, including case studies of improvement for Quarter 4 of 2025/26 (January – March inclusive);
- (b) details of Performance KPI results for Quarter 4 of 2025/26 which showed the progress of each KPI across the year;

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4.2 Q4 Performance Improvement Monitoring – Objectives, Case Studies, Performance KPIs & Corporate Plan KPIs (Cont'd)

- (c) an overall summary of Performance KPI results for Quarter 4 of 2025/26; and
- (d) details of Corporate Plan KPI results for Quarter 4 of 2025/26.

The Performance Improvement Officer presented the report and drew Members attention to KPI 254 'Inclusivity Delivery of specialist employability support and advice for those with a disability'. At a pre-briefing with the Chair, Councillor M McKeever, it had been queried how many people had gained employment as a result of this service. The Performance Improvement Officer advised she was pleased to be able to say 28 people progressed to employment or further education as a result of the programmes.

The Performance Improvement Officer responded to a query from a Member and Members agreed to note the contents of the report.

4.3 Consultation Report on the Draft Performance Improvement Objectives 2026/2027

The Performance Improvement Officer presented the report advising Members that in addition to the online consultation, 3 focus groups had been held across the Council area, with sign language interpreters at 2 of the 3 focus groups. There was also provision of the consultation in an Easy Read format to improve inclusivity. An increase in engagement was noted in comparison to the previous year.

The Performance Improvement Officer responded to questions from the Vice-Chair, Mr E Jardine, and Members. Councillor B Magee welcomed the addition of the Easy Read format of the consultation.

It was proposed by Alderman J Tinsley, seconded by Councillor B Magee and agreed to recommend that the Consultation Report on the Performance Improvement Objectives 2026/27 be approved.

4.4 Performance Monitoring KPI Setting 26/27

The Performance Improvement Officer presented the report and advised a digital version of the Performance Improvement Plan had also been developed to meet the UK Government accessibility regulations. She expanded on KPI's 38 and 262 following queries at the pre-briefing stating:

- KPI 38 'Number of new jobs linked to economic development programmes' would be reported on both a cumulative target and distinct target for the quarter; and
- As targets for KPI 262 'Number of Health & Wellbeing Programmes' had been overachieved in the past year it had been suggested targets could

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4.4 Performance Monitoring KPI Setting 26/27 (Cont'd)

be revised. The Performance Improvement Officer informed Members that this had taken place this week and as such was not completed in time for inclusion in the papers which had been issued to Members. The new cumulative targets for KPI 262 had been revised to:

- (a) Quarter 1: 1000
- (b) Quarter 2: 1600
- (c) Quarter 3: 2600
- (d) Quarter 4: 3600

At the request of the Vice-Chair, Mr E Jardine, the Performance Improvement Officer agreed to provide detail in form of a narrative in relation to KPI 228 'Capital Programme Expenditure measured against Budget' in future reports. The detail would give information indicating the difference in expenditure and committed funds.

It was proposed by Councillor A P Ewing, seconded by Councillor J Gallen and agreed to recommend that the Performance Monitoring KPI's for 2026/27 be approved and set as outlined in the report.

The Chair, Councillor M McKeever advised that this was the last meeting of the Governance and Audit Committee the Performance Improvement Officer would be attending and thanked her for her work and attendance over the years.

5. Report by Head of Environmental Health, Risk and Emergency Planning

5.1 Corporate Risk Register

Members were provided with copies of the Corporate and Departmental Risk Registers.

The Head of Environmental Health, Risk and Emergency Planning presented the report and advised Members that all risks have clearly assigned ownership and established mitigation measures.

Officers responded to queries from Members.

Members agreed that the report on the Corporate and Departmental Risk Registers be noted.

6. Report by the Director of Finance and Corporate Services

6.1 Code of Audit Practice (Local Government) 2026

The Director of Finance and Corporate Services presented the report which had been furnished to Members and advised that the Code of Audit Practice had been approved by the Northern Ireland Assembly and has been in effect since 15 April, 2026.

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6.1 Code of Audit Practice (Local Government) 2026 (Cont'd)

Mr R McCance responded to a question from a Member.

Members agreed to note the NIAO Code of Audit Practice.

7. Report of the Internal Audit Manager

7.1 Anti-Fraud, Bribery and Corruption Policy Statement and Strategy

The Internal Audit Manager advised Members that bribery had been added to the refreshed policy as the Council did not have a separate Anti-Bribery Policy.

It was proposed by Alderman J Tinsley, seconded by Councillor A P Ewing and agreed to recommend that the amended Anti-Fraud, Bribery and Corruption Policy Statement and Strategy be approved.

7.2 Raising Concerns Policy

The Internal Audit Manager advised Members that the policy was formerly known as the Whistleblowing Policy and that it had been reviewed following guidance received from the Northern Ireland Audit Office.

It was proposed by Councillor J Gallen, seconded by Councillor A P Ewing and agreed to recommend that the amended Raising Concerns Policy be approved.

8. Any Other Business

At this stage in the meeting, the Chair, Councillor M McKeever asked if there was any other business of a non-confidential nature to discuss, however there was no other business to discuss.

Alderman S P Porter, the Head of Environmental Health, Risk and Emergency Planning, Head of Human Resources and Organisation Development, Head of Parks & Amenities (Acting) and the Performance Improvement Officer left the meeting at this stage (6.40 pm).

9. 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).

Item 9.2.1 was also confidential due to containing information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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“In Committee”

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

9.1 Confidential Report by the Internal Audit Manager9.1.1 Internal Audit Annual Report

(Report will be made available following Council ratification)

The Internal Audit Manager elaborated on the report which had been furnished to Members prior to the meeting and responded to queries from Members.

It was proposed by Alderman J Tinsley, seconded by Alderman O Gawith and agreed to recommend that the Internal Audit Annual Report be approved.

9.1.2 Internal Audit Progress Report

(Report will be made available following Council ratification)

The Internal Audit Manager presented the report and Members agreed to note its contents.

9.1.3 Internal Audit – GIAS Gap Analysis Action Plan

(Report will be made available following Council ratification)

Councillor S Burns left the meeting and Alderman S P Porter returned to the meeting during this item (6.45pm).

Members noted the contents of the report as presented by the Internal Audit Manager which was an action plan resulting from a report brought before the committee in March 2026.

9.1.4 G&A Self Evaluation Questionnaire

(Report will never be published)

Members agreed to recommend that the G&A Self Evaluation Questionnaire be approved.

9.1.5 CE Statement of Assurance – October 2025 – March 2026

(Report will never be published)

The Internal Audit Manager presented the report and Members agreed to note its contents.

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9.2 Confidential Report by the Director of Organisation Development and Innovation

9.2.1 Ofcom correspondence

(Redacted report will be made available following Council ratification)

Councillor J Bamford left the meeting during this item (6.55 pm)

The Director of Organisation Development and Innovation elaborated on the report and responded to questions from Members. She undertook to raise how the contents of the correspondence could affect local businesses with the Council's Economic Development Unit and ascertain how many times correspondence of this nature is issued by Ofcom per year. Members noted the correspondence from Ofcom and subsequent action required by the Council as recommended in the report from the Director.

At this stage in the meeting, the Chair, Councillor M McKeever, asked if Members had any confidential items of Any Other Business to raise, which they did not.

9.3 Confidential Report by the Chief Executive

9.3.1 Finance & Legal Support

(Report never to be published)

Before the Chief Executive presented this report the Member Services Manager and Member Services Officer were asked to leave the room due to the confidential nature of its contents. Councillor J Bamford returned to the meeting at this time (6.57 pm).

Members considered the contents of and noted the report from the Chief Executive.

The Member Services Manager and Member Services Officer returned to the meeting following the conclusion of this item. (7.13 pm)

Resumption of Normal Business

It was proposed by Councillor A P Ewing, seconded by Alderman J Tinsley, and agreed to come out of committee and normal business was resumed.

There being no further business, the meeting ended at 7.15 pm.

Mayor/Chairperson

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 11 May, 2026 at 10.00 am****PRESENT IN CHAMBER:**

Alderman J Tinsley (Chair)
 Councillor G Thompson (Vice Chair)
 Alderman O Gawith
 Councillors P Catney, D J Craig, J Lavery and A Martin

PRESENT IN REMOTE LOCATION:

Alderman M Gregg
 Councillor N Trimble

IN ATTENDANCE:

Director of Regeneration and Growth
 Head of Planning & Capital Development
 Principal Planning Officer (PS)
 Senior Planning Officers (MB, GM, and LMcC)
 Member Services Officers (FA and HB)

Cleaver Fulton Rankin

Mr S Masterson, Legal Advisor
 Mr P Lockhart (remote attendance)
 Ms C McPeake (remote attendance)

Commencement of Meeting

At the commencement of the meeting, Chair, Alderman J Tinsley, welcomed those present to the Planning Committee. The Chair pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be audio recorded. The Head of Planning & Capital Development outlined 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 S Burns.

2. **Declaration of Interests**

The Chair, Alderman J Tinsley, advised that by virtue of being Members of Council, all Members of the Planning Committee would have an interest in planning application LA05/2025/0828/F. However, the dispensation under

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2. Declaration of Interests (Cont'd)

paragraph 6.6 of the Code of Conduct applied and Members were permitted to speak and vote on the application.

No other declarations of interest were made.

3. Minutes of Meeting of Planning Committee held on 13 April, 2026

It was proposed by Alderman O Gawith, seconded by Councillor A Martin and agreed that the minutes of the meeting of Committee held on 13 April, 2026 be confirmed and signed.

4. Report from the Head of Planning & Capital Development

4.1 Schedule of Applications

The Chair, Alderman J Tinsley, 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 S Masterson, 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) LA05/2025/0828/F – Proposed coffee kiosk and associated canopy at Navigation House, 148 Hillsborough Road, Lisburn

Councillor D J Craig arrived to the meeting during this item (10.08 am)

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

No-one was registered to speak on this application.

Planning Officers responded to a number of questions from Members.

Debate

During the debate:

- The Chair, Alderman J Tinsley advised that he had used a temporary coffee kiosk which been at the site in the past and welcomed the application. The Chair continued that he felt it would be welcomed by local residents and walkers on the tow path, and that it would improve the offering in the area;

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- (i) LA05/2025/0828/F – Proposed coffee kiosk and associated canopy at Navigation House, 148 Hillsborough Road, Lisburn (Cont'd)
- Councillor P Catney agreed with the comments made by the Chair and praised the work undertaken by Stepping Stones at Navigation House. Councillor Catney advised of concerns he had regarding offsite parking close to the site but that he was satisfied with the responses he had received on this during questions to Officers;
 - Councillor N Trimble commented that he was content with the application and continued to advise that he regularly parked off the Blaris Road to access the tow path and had never experienced overcrowding in the car park; and
 - Councillor A Martin advised that he had used the temporary coffee kiosk in the past and had always found there to be plenty of spaces in the car park off the Blaris Road. Councillor Martin welcomed the application and commented that he felt it would be a great asset to Lisburn and Castlereagh City Council.

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. Councillor D J Craig did not participate in the vote as he was not present to hear the item in full.

- (ii) LA05/2024/0566/F – Change of use of nine vacant commercial office units to nine residential apartments with associated parking amendments, amenity space, bin store and boundary treatment at TSL House, 38A Bachelors Walk, Lisburn

The Senior Planning officer (LMcC) presented the above application as outlined within the circulated report.

No-one was registered to speak on this application.

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

During the questions to Officers, Members queried the Northern Ireland Water (NI Water) response to the application. The Head of Planning and Capital Development advised that he could not answer the Members queries in full and requested through the Chair, Alderman J Tinsley a short adjournment to the meeting to allow Officers time to examine the detail of the NI Water response and any technical reports.

Adjournment of Meeting

The Chair, Alderman J Tinsley, declared the meeting adjourned (11.01 am).

Resumption of Meeting

The meeting was resumed at 11.16 am.

- (ii) LA05/2024/0566/F – Change of use of nine vacant commercial office units to nine residential apartments with associated parking amendments, amenity space, bin store and boundary treatment at TSL House, 38A Bachelors Walk, Lisburn (Cont'd)

Members' questions to Planning Officers continued after the Head of Planning had reviewed the content of the NI Water response and sought clarification from the applicant's agent on the history of the occupation of the building.

Debate

During debate:

- Councillor D J Craig advised that while the application met all relevant policies, he had concerns about anti-social behaviour at social housing developments in the city centre. Councillor Craig recognised that this concern fell outside of the remit of the Planning Committee and advised that he would support the Officers recommendation;
- Councillor P Catney queried whether the development was entirely for social housing. The Head of Planning and Capital Development acknowledged that, while in the debate stage, he was able to clarify that the proposed development was mixed tenure. Councillor Catney advised that he shared the concerns of anti-social behaviour raised by Councillor D J Craig but that he welcomed the application; and
- The Chair, Alderman J Tinsley advised that if the recommendation was agreed it would be subject to an informative being added highlighting that a reduced standard of parking has been agreed.

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve subject to conditions and an informative highlighting to any prospective occupant that there will be restrictions to the available parking.

- (iii) LA05/2022/0725/F – Construction of a dwelling to the rear of the site, with landscaping and all associated site works at 17-19 Main Street, Hillsborough

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

The committee received Mr M Hanvey to speak in support of the application. Mr Hanvey was joined by Messrs I Geary and S Moon and together they responded to questions from Members.

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- (iii) LA05/2022/0725/F – Construction of a dwelling to the rear of the site, with landscaping and all associated site works at 17-19 Main Street, Hillsborough (Cont'd)

At the beginning of Members questions to Planning Officers it was proposed by Alderman O Gawith and seconded by Councillor J Laverty to defer the application to allow for a site visit. On a vote being taken, this proposal was declared 'carried', the voting being 7 in favour and 2 against.

Councillor N Trimble left the meeting after the hearing of this application (12.01 pm).

At this point in the meeting, the Chair, Alderman J Tinsley, decided to bring forward items 4.2 to 4.6 of the agenda, as there was insufficient time to hear another application before the lunch break.

4.2 Quarter 3 Statistical Bulletin – October to December 2025

Members were provided with information in relation to Quarter 3 planning statistics. Councillor D J Craig congratulated Officers on the improved processing times of applications and Members agreed that the information be noted.

4.3 Statutory Performance Indicators – March 2026

It was agreed that information relating to Statutory Performance Indicators for March 2026 be noted.

4.4 Appeal Decision – LA05/2024/0741/LBC

Councillors P Catney and D J Craig welcomed the decision of the Planning Appeals Commission and spoke of the historical importance of the Hilden Mill site to the Lisburn area.

Councillor P Catney proposed that the Chair, Alderman J Tinsley write to the Historic Environment Division on the conservation of the mill. The Chair advised that it would be better if contact was made from the Council as a whole or via the Regeneration and Growth Committee to ensure the Planning Committee could not be accused of a conflict of interest.

The Director of Regeneration and Growth advised that he would raise the matter with the Chair of the Regeneration and Growth Committee.

The Head of Planning and Capital Development confirmed that it was the responsibility of the landowner to ensure the site was secure and to stop the buildings from falling into further disrepair.

Members agreed that the report and decision of the Planning Appeals Commission in respect of the above enforcement notice be noted.

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4.5 Notification by telecommunication operator(s) of intention to utilise permitted development rights

It was agreed that information regarding notification by telecommunication operators of intention to utilise Permitted Development Rights at locations in the Council area be noted.

4.6 Annual Planning Appeal Decision Update

Members agreed to note the contents of the report relating to Planning Appeals Commission decisions from 1 April 2025 to 31 March 2026.

Adjournment of Meeting

The Chair, Alderman J Tinsley, declared the meeting adjourned for lunch at this point (12.27 pm).

Councillor J Lavery left the meeting during the lunch break (1.00 pm).

Resumption of Meeting

The meeting was resumed at 1.06 pm.

(iv) LA05/2025/0819/F – Removal of existing single storey flat roof extension and garage. Addition of single storey pitched roof extension and office/storage to replace existing garage at 3 Ardara Avenue, Dundonald

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

The committee received Mr B Greer to speak in opposition to the application, and a number of Members queries were addressed.

The committee received Mr R Gilmour to speak in support of the application via a remote location following which he responded to questions from Members.

Planning Officers responded to questions from Members.

Debate

During the debate:

- Alderman O Gawith advised that, having heard arguments both for and against the application, he was unsure of his position on it. Alderman Gawith continued that while the application seemed to comply with policy he was not convinced enough consideration had been given to the

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- (iv) LA05/2025/0819/F – Removal of existing single storey flat roof extension and garage. Addition of single storey pitched roof extension and office/storage to replace existing garage at 3 Ardara Avenue, Dundonald
(Cont'd)

neighbouring property's potential loss of amenity and as a result he would abstain from the vote;

- Councillor P Catney suggested that a solution to the neighbour's potential loss of amenity would be to move the proposed office/storage building closer to the rear boundary, and that he felt it difficult to decide for or against the application;
- The Chair, Alderman J Tinsley advised that it was his opinion that if the applicant was willing to move the proposed office/storage building back towards the rear boundary they would have done so by now, and Members must deal with the application in front of them in its current form; and
- Alderman M Gregg stated that he found himself in opposition to the Officers assessment of the application. Alderman Gregg spoke of the difference in scale and height of the proposed office/storage building in comparison with the existing garage which was to be replaced and agreed with Councillor P Catney's comments that small alterations to the proposed office/storage building, such as a single pitched roof or moving it closer to the rear boundary could have resulted in both the applicant and objector being content with the outcome.

Vote

On a vote being taken, the result was tied, the voting being:

In favour: Councillor D J Craig, Councillor A Martin, and the Chair, Alderman J Tinsley, **(3)**

Against: Councillor P Catney, Alderman M Gregg and the Vice Chair, Councillor G Thompson **(3)**

Abstain: Alderman O Gawith **(1)**

The Chair, Alderman J Tinsley, used his casting vote in favour of the Officers recommendation and the application for planning was approved.

Alderman M Gregg left the meeting after the hearing of this application (2.00 pm).

- (v) LA05/2024/0639/O – Replacement dwelling and retention of existing dwelling (with alterations) as farm building on lands approximately 180 metres north of 19 Ballycrune Road, Hillsborough

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

The Committee received Mr A McCready to speak in support of the application and a number of Members' queries were addressed.

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- (v) LA05/2024/0639/O – Replacement dwelling and retention of existing dwelling (with alterations) as farm building on lands approximately 180 metres north of 19 Ballycrune Road, Hillsborough (Cont'd)

The Committee received Councillor U Mackin to speak in support of the application and a number of Members' queries were addressed.

Debate

- Councillor P Catney stated that he believed the existing building on site was previously a dwelling but that the application had caused him some confusion;
- Councillor D J Craig stated that he found himself in disagreement with the opinion of Officers. He felt that the presence of a chimney, sash window and pedestrian side gate gave it the characteristics of a dwelling, and whilst it had been modified throughout the years, those features remained. Later in the debate Councillor Craig referred to the siting of the replacement dwelling and advised that due to the production of slurry and potential noise disturbance from the neighbouring farm he had no issue with the proposed location of the replacement dwelling;
- Alderman O Gawith agreed with the comments of Councillor D J Craig about the existing building exhibiting the characteristics of a dwelling, and advised that the only aspect of the application which he had concern about was the proposed location of the replacement dwelling. Later in the debate Alderman Gawith stated that he agreed with the location of the new dwelling given the points raised by other Members;
- Councillor A Martin referred to comments made by the Head of Planning and Capital Development about the characteristics of a dwelling during the questions to Officers, and spoke of his own home, which was 100 years old, and how it had a door on the side which he referred to as the back door. Councillor Martin agreed with the comments made by Councillor D J Craig about the presence of the pedestrian gate and chimney, and spoke of the absence of regulations when the existing building was made and how it would have been built to suit the owner's needs; and
- The Vice Chair, Councillor G Thompson advised that while she felt the existing building could be considered a dwelling she agreed with Alderman O Gawith's concerns on the proposed location of the replacement dwelling.

At the discretion of the Chair, Alderman J Tinsley, the Head of Planning and Capital Development responded to Members queries on the location of the proposed replacement dwelling during the debate stage.

Following this it was proposed by Councillor P Catney, seconded by Councillor D J Craig and unanimously agreed to defer the application to allow for more information to be sought in relation to noise and odour assessments regarding the siting of the replacement dwelling.

5. Any Other Business

There was no other business to discuss.

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Conclusion of the Meeting

At the conclusion of the meeting, the Chair, Alderman J Tinsley, thanked those present for their attendance. There being no further business, the meeting was terminated at 3.24 pm.

Chair/Mayor



Committee:	Council Meeting
Date:	23 June 2026
Report from:	Chief Executive

Item for:	Decision
Subject:	Requirement to enter into a Section 76 planning agreement for a planning application on lands approximately 80 metres west of 1-15 Ayrshire Road and approximately 120 metres north of 2 and 4 Woodbrook Manor, Lisburn (LA05/2024/0714/F)

1.0	<p><u>Background</u></p> <ol style="list-style-type: none"> Section 76 (1) of the Planning Act (Northern Ireland) 2011 (the Act) provides that any person with an estate in land may enter into an agreement with the relevant authority to: <ul style="list-style-type: none"> Facilitate or restrict the development or use of land in any specified way; Require specified operations or activities to be carried out in, on, under or over land; Require the land to be used in a specified way; Require a sum or sums to be paid to the planning authority or to a Northern Ireland government department on specified date/dates or periodically. <p><u>Key Issues</u></p> <ol style="list-style-type: none"> It was resolved at a meeting of the planning committee on 06 October 2025 to grant planning permission for 30 dwellings comprised of 14 detached dwellings, 12 semi-detached dwellings and 4 apartments (change of house type and reduction of 3 units at sites 214-217, 224-239, 248-254 and 292-297 previously approved under S/2014/0623/RM), open space, landscaping, NIE substation and associated site works. The recommendation presented was subject to the developer entering into a Section 76 planning agreement to ensure that adequate provision is made for affordable housing as an integral part of the development in accordance with Policy HOU10 of the Lisburn and Castlereagh City Council Local Development Plan. The Developer covenants with the Council at Schedule 1 of the agreement to provide six residential units as Affordable Housing. The Developer also covenants that the six affordable residential units specified as a pair of semi-detached dwellings at sites 253 and 254 (shown on the drawing at Schedule 4) and the four apartments at sites 214 to 217 (shown on the drawing at Schedule 5) shall be constructed and available for occupation prior to the occupation of the twentieth residential unit.
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	<p>5. The wording of the covenant at Schedule 1 is consistent with the recommendation at paragraphs 113 to 116 of the planning report agreed by the Planning Committee on 06 October 2025.</p> <p>6. Under the Planning Act (NI) 2011 the Agreement must be sealed by the Council under the Council's constitution the signing of legal documents and the affixing of the corporate seal is delegated to the Chief Executive.</p>	
<p>2.0</p>	<p><u>Recommendation</u></p> <p>It is recommended that the Council consider the above and that approval be granted to the signing and sealing of this Agreement by the Mayor and Chief Executive.</p>	
<p>3.0</p>	<p><u>Finance and Resource Implications</u></p> <p>The Developers shall pay to the Council on completion of this Deed the legal costs of the Council incurred in the negotiation, preparation and execution of this Deed. The Developers shall also pay to the Council on completion of this Deed a fee as a contribution towards the Council's costs of monitoring the implementation of this Deed.</p>	
<p>4.0</p>	<p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p>	
<p>4.1</p>	<p>Has an equality and good relations screening been carried out?</p>	<p>N/A</p>
<p>4.2</p>	<p>This a legal agreement necessary for a planning decision. The policies that informed the decision have been subject to EQIA screening</p>	
<p>4.3</p>	<p>Has a Rural Needs Impact Assessment (RNIA) been completed?</p>	<p>N/A</p>
<p>4.4</p>	<p>This a legal agreement necessary for a planning decision. The policies that informed the decision have been subject to RNIA screening.</p>	

<p>Appendices:</p>	<p>APPENDIX 1 – Section 76 Agreement – LA05/2024/0714/F (includes relevant site location plan and drawings with the location of the affordable housing units)</p>
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DATED

2026

Between

(1) LISBURN AND CASTLEREAGH CITY COUNCIL

(2) GHL (LISBURN NI) LIMITED

S.76 AGREEMENT RELATED TO PLANNING APPLICATION LA05/2024/0714/F



MKB Law

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THIS DEED is dated 2026



PARTIES

- (1) **Lisburn and Castlereagh City Council** of Lagan Valley Island, Lisburn, Co. Antrim, BT27 4RL (the **Council**);
- (2) **GHL (Lisburn NI) Limited** a company incorporated in Northern Ireland with company number NI636503 and having its registered office at 21 Arthur Street, Belfast, Northern Ireland, BT1 4GA (the **Developer**)

the Council and the Developer being each a **Party** and together the **Parties**.

BACKGROUND

- (A) The Developer is the registered owner of the land in Folios AN94416 and 762 both County Antrim.
- (B) The Affordable Housing Area is located in Folios AN94416 and 762 both County Antrim.
- (C) The Council is the local planning authority for the purposes of the Act for the area in which the Site is situated.
- (D) The Developer has made the Application and is proposing to carry out the Development.
- (E) The Council having regard to the provisions of the Local Development Plan and to all other material considerations resolved at its meeting on 06 October 2025 that Planning Permission should be granted for the Development subject to the prior completion of this Deed.

THIS DEED WITNESSES:

1. INTERPRETATION

- 1.1 In this Deed (including the Background) the following expressions shall have the following meanings:

Act: Planning Act (Northern Ireland) 2011.

Affordable Housing: means housing that is provided outside of the general market for those whose needs are not met by the market. Affordable housing which is funded by Government must remain affordable or alternatively there must be provision for the public subsidy to be repaid or recycled in the provision of new affordable housing and includes any of:

- a) Social Rented Housing;
- b) Intermediate Housing for Sale; or
- c) Intermediate Housing for Rent.

Affordable Housing Area: means the areas shown shaded yellow on Plan 2 (being situated within Folios AN94416 and 762 both County Antrim)

Application: the application for full planning permission submitted to the Council and allocated reference number LA05/2024/0714/F for the Development including any subsequent planning applications submitted under section 54 of the Act in relation to the Site.

Available for Occupation: means together the following:

- a) available for Occupation; and the issuance of a Building Regulations Completion Certificate pursuant to the Building Regulations (Northern Ireland) 2012 (as amended)

Boundary Rectification Application: the application for the rectification of boundaries dated 4



March 2026 made between (1) the Developer and (2) Antrim Construction Co. Limited submitted to the Land Registry of Northern Ireland with case reference number 2026/246185

Commencement of Development: means the earliest date on which any work of construction in the course of the erection of a building on the Site pursuant to the Planning Permission in accordance with Section 63 (2) (a) of the Act has occurred but disregarding for the purposes of this Agreement and for no other purpose, the following operations: demolition works; site clearance; excavation works; ground investigations; site or soil investigations; remedial action in respect of any contamination; temporary access construction works; diversion of services and installation of services for construction purposes only; archaeological investigation; interim landscaping; erection of any fences and hoardings around the Property; noise attenuation works for the erection of hoardings and fences; and the relocation of any NIE substation and any works associated exclusively with the same; and **Commence** and **Commences** shall be construed accordingly.

Development: in accordance with the Planning Permission, *"Proposed erection of 30no. dwellings including 14no. detached, 12no. semi-detached and 4no. apartments open space provision, landscaping, NIE substation and all other associated site works (change of house type and reduction of 3no. units to site nos. 214-217, 224-239, 248-254 & 292-297 previously approved under S/2014/0623/RM)"*.

Intermediate Housing: means those Residential Units which shall be co-ownership, shared ownership or Intermediate Housing for Rent or such other product to be agreed in writing by the Council. Intermediate Housing means housing that is made available at a cost lower than private market rent but higher than social rented housing rent, usually at a set percentage below prevailing local market rents and usually only made available to prospective tenants based on the household's total income or the proportion of the total income likely to be spent on housing costs.

Intermediate Housing for Rent: means housing delivered by a Registered Housing Association that is made available at a cost lower than private market rent but higher than social rented housing rent, usually at a set percentage below prevailing local market rent and usually only made available to prospective tenants based on the household's total income or the proportion of the total income likely to be spent on housing costs.

Intermediate Housing for Sale: means shared ownership. provided through a Registered Housing Association (for example, the Co Ownership Housing Association) in order to help households who can afford a small mortgage, but that are not able to afford to buy a property outright. The property is split between part ownership by the householder and part social renting from the Registered Housing Association. The proportion of property ownership and renting can vary depending on householder circumstances and preferences;

Local Plan: means the Lisburn & Castlereagh Local Development Plan 2032.

Occupation: the physical use of any Residential Unit at the Development permitted by the Planning Permission once construction has been completed but shall not include occupation for the purposes of construction or fitting out or for marketing purposes or for any substation leases granted to NIE. Occupy and Occupied shall be construed accordingly.

Occupation Date: the first date upon which any part of the Development is Occupied.

Planning Permission: means the grant of planning permission for the Development.

Plan 1: the plan showing the Site and attached hereto at Schedule 2.



Plan 2: the plan showing the Affordable Housing Area and attached hereto at the Schedule 3.

Residential Units: a building or part of a building constructed pursuant to the Planning Permission intended for use as a separate dwelling in the occupation of one household and which shall include, without prejudice to the generality for the foregoing, an apartment, a maisonette, a semi-detached dwelling, a town house or terrace property or a detached dwelling house.

Site: Lands approximately 80 metres west of Nos.1 to15 (odds) Ayrshire Road and approximately 120 metres north of Nos. 2 and 4 Woodbrook Manor, Lisburn shown edged red on Plan 1.

Social Rented Housing: those Residential Units to be provided at an affordable rent by a Registered Housing Association made available to households in housing need and offered in accordance with the common selection scheme administered by NIHE which prioritises households living in unsuitable or insecure accommodation.

2. CONSTRUCTION OF THIS DEED

- 2.1 Where in this Deed reference is made to any clause, paragraph or schedule or recital such reference (unless the context otherwise requires) is a reference to a clause, paragraph or schedule or recital in this Deed.
- 2.2 Words importing the singular meaning where the context so admits include the plural meaning and vice versa.
- 2.3 Words of the masculine gender include the feminine and neuter genders and words denoting actual persons include companies, corporations and firms and all such words shall be construed interchangeable in that manner.
- 2.4 Wherever there is more than one person named as a party and where more than one party undertakes an obligation all their obligations can be enforced against all of them jointly and severally unless there is an express provision otherwise.
- 2.5 Any reference to an Act shall include any modification, extension or re-enactment of that Act for the time being in force and shall include all instruments, orders, plans regulations, permissions and directions for the time being made, issued or given under that Act or deriving validity from it.
- 2.6 References to any party to this Deed shall include the successors in title to that party and to any person deriving title through or under that party save for the purchasers of the Residential Units within the Affordable Housing Area and the Site and in the case of the Council the successors to its respective statutory functions.
- 2.7 The headings and contents list are for reference only and shall not affect construction.

3. LEGAL BASIS

This Deed is made pursuant to Section 76 of the Act and all other enabling powers.

4. CONDITIONALITY



This Deed shall come into effect immediately upon the execution of this Deed, all obligations contained within this Deed shall come into effect and bind the Affordable Housing Area from the date of Commencement of Development.

5. THE DEVELOPER'S COVENANT

The Developer covenants with the Council as set out in the First Schedule.

6. THE COUNCIL'S COVENANT

- 6.1 The Council hereby covenants on completion of this Deed to issue the decision notice granting the Planning Permission as soon as is reasonably practicable.
- 6.2 Once the decision notice is granted, the Council also covenants to discharge any planning conditions which have been complied with by the Developer as soon as possible upon receiving notice of same from the Developer.



7. MISCELLANEOUS

- 7.1 The Developer shall pay to the Council on completion of this Deed the reasonable legal costs of the Council incurred in the negotiation, preparation and execution of this Deed.
- 7.2 The Developer shall pay to the Council on completion of this Deed a fee of £1,750 as a contribution towards the Council's costs of monitoring the implementation of this Deed.
- 7.3 No provisions of this Deed shall be enforceable under the Contracts (Rights of Third Parties) Act 1999.
- 7.4 This Deed shall be registered in the Statutory Charges Register against the Affordable Housing Area by the Council in accordance with Section 245 of the Act.
- 7.5 Insofar as any clause or clauses of this Deed are found (for whatever reason) to be invalid illegal or unenforceable then such invalidity illegality or unenforceability shall not affect the validity or enforceability of the remaining provisions of this Deed.
- 7.6 This Deed shall cease to have effect (insofar only as it has not already been complied with) if the Planning Permission shall be quashed, revoked or otherwise withdrawn or (without the consent of the Developer) it is modified by any statutory procedure or expires prior to the Commencement of Development pursuant to Section 63 of the Act.
- 7.7 No person shall be liable for any breach of the provisions of this Deed after it shall have parted with its entire interest in the Site or the Affordable Housing Area but without prejudice to liability for any subsisting breach arising prior to parting with such interest.
- 7.8 Nothing in this Deed shall prohibit or limit the right to develop any part of the Site in accordance with a planning permission (other than the Planning Permissions) granted (whether or not on appeal) after the date of this Deed.
- 7.9 Nothing contained or implied in this Deed shall prejudice or affect the rights discretions powers duties and obligations of the Council under all statutes by-laws statutory instruments orders and regulations in the exercise of their functions as a local authority.
- 7.10 The Developer warrants that no person or company other than the Developer has any legal or equitable interest in the Site or the Affordable Housing Area.

8. NOTICES

- 8.1 Any notice or consent required or permitted under this Deed shall be in writing and shall be sent by first class registered post, hand delivery or fax.
- 8.2 There shall be no right to serve notices or consents by email but if a party chooses to do so and the other parties agree email may be used.



- 8.3 Unless otherwise notified by one party to the other in writing from time to time, for the purposes of this clause the parties' contact details are as follows:

Council

Addressed to: The Head of Service – Planning & Capital Development

Address: Lagan Valley Island, Lisburn, Co. Antrim, BT27 4RL

Email: Conor.Hughes@lisburncastlereagh.gov.uk

Developer

Addressed to: Bow Fitzsimons

Address:

21 Arthur Street, Belfast, Northern Ireland, BT1 4GA

Email: Bow.Fitzsimons@galliardhomes.com

- 8.4 Subject to Clause 8.5 below any such notice, consent or other document shall be deemed to have been duly received:
- (a) if despatched by first class, registered post – 48 hours from the time of posting to the relevant party (excluding the period from 5pm on a Friday to 8am on a Monday); or
 - (b) if despatched by hand delivery – at the time of actual delivery; or
 - (c) if despatched by email – 24 hours after the time of the despatch (excluding the period from 5pm on a Friday to 8am on a Monday).

- 8.5 In proving service by post it will be sufficient (unless any relevant part of the postal service is affected by industrial action) to prove that the envelope containing the notice was duly stamped addressed and posted to the addresses specified at the beginning of the Deed. In proving service by email it shall be sufficient to prove that it was properly address and dispatched to the email address specified in clause 8.3.

- 8.6 A party shall not attempt to prevent or delay the service on it of a notice under this Deed.

9. WAIVER

No waiver (whether expressed or implied) by the Council or the Developer of any breach or default in performing or observing any of the covenants terms or conditions of this Deed shall constitute a continuing waiver and no such waiver shall prevent the Council or the Developer from enforcing any of the relevant terms or conditions or for acting upon any subsequent breach or default.

10. CHANGE IN OWNERSHIP

The Developer agrees with the Council to give the Council immediate written notice of any change in ownership of any of its interests in the Site occurring before all the obligations under this Deed have been discharged such notice to give details of the transferee's full name and registered office (if a company or usual address if not) together with the area of the Site purchased by reference to a plan



if only part of the Site is being transferred provided that this clause shall not apply to the sale of individual Residential Units within the Site.

11. DELIVERY

The provisions of this Deed (other than this clause which shall be of immediate effect) shall be of no effect until this Deed has been dated.

12. GOVERNING LAW AND JURISDICTION

- 12.1 This Deed and any disputes or claims arising out of or in connection with its subject matter or formation (including non-contractual disputes or claims) are governed by and construed in accordance with the law of Northern Ireland.
- 12.2 The parties irrevocably agree that the courts of Northern Ireland have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this Deed or its subject matter or formation (including non-contractual disputes or claims).

IN WITNESS WHEREOF this Deed has been executed by the Parties on the date stated at the beginning of it.



Schedule 1 Planning Obligations

1. Affordable Housing

The Developer covenants with the Council under Section 76 of the Act that not less than 20% of the Residential Units constructed in accordance with the Planning Permission, being a minimum of six Residential Units to include two semi-detached houses (house type I) as shown on the drawing attached at Schedule 4 and 4 apartments (house type K) within the building shown on the drawing attached at Schedule 5 situated in the Affordable Housing Area shall be provided and made Available for Occupation as Affordable Housing.

Prior to the Occupation of the 20th Residential Unit permitted by the Planning Permission, a minimum of 6 Affordable Housing Units shall be constructed and made Available for Occupation.

2. Notification

The Developer Covenants with the Council to notify the Council of any of the following:

- 2.1. The Commencement of Development at the Site by serving a written notice at least 7 Working Days prior to the Commencement of Development; and
- 2.2. the Occupation Date of each of the Affordable Housing Residential Units at the Site within 10 Working Days of its occurrence along with evidence demonstrating that each of the Affordable Housing Residential Units has been provided as Affordable Housing.

3. Access Rights over Adjoining Land

The Developer covenants with the Council that it shall not vary, amend, surrender, release, assign or otherwise relinquish any rights of access over any adjoining or neighbouring land which are used, intended to be used, or required for access to and from the Site without the prior written consent of the Council, such consent not to be unreasonably withheld or delayed.

4. Boundary Rectification

4.1 The Developer acknowledges that an application for the rectification of boundaries dated 4 March 2026 made between (1) the Developer and (2) Antrim Construction Co. Limited has been submitted to the Land Registry of Northern Ireland with case reference number 2026/246185 (the "Boundary Rectification Application").

4.2 The Developer covenants with the Council as follows:

- 4.2.1 to diligently pursue the Boundary Rectification Application to registration and not to withdraw, cancel or otherwise abandon the same without the prior written consent of the Council;
- 4.2.2 to respond promptly and fully to any requisition, query, objection or request for further information raised by the Land Registry of Northern Ireland or any other relevant authority in connection with the Boundary Rectification Application and, in any event,



within such period as may be specified by the Land Registry of Northern Ireland or, if no period is specified, within 10 Working Days of receipt;

- 4.2.3 to provide the Council, upon written request, with copies of all material correspondence and documentation submitted to or received from the Land Registry of Northern Ireland in connection with the Boundary Rectification Application;
- 4.2.4 in the event that the Boundary Rectification Application is rejected, cancelled, abandoned or otherwise not proceeded with for any reason, to as soon as reasonably practicable and in any event within 10 Working Days, submit (or procure the submission of) a fresh application in substantially the same terms to the Land Registry of Northern Ireland and to thereafter continue to progress such application in accordance with the obligations in this clause; and
- 4.2.5 to use all reasonable endeavours to procure completion of the registration of the Boundary Rectification Application at the Land Registry of Northern Ireland as soon as reasonably practicable.

4.3 The Developer shall notify the Council in writing within 5 Working Days of:

- 4.3.1 any material development in relation to the Boundary Rectification Application, including any requisition or objection raised by the Land Registry of Northern Ireland; and
- 4.3.2 the registration of the Boundary Rectification Application, and shall provide to the Council official copy folios and plans evidencing the same.



Schedule 2 Plan 1



Schedule 3 – Plan 2



Schedule 4 Drawing of Semi-Detached Houses



Schedule 5 Drawing of Apartments



The Common Seal of Lisburn and Castlereagh City Council was affixed hereto in the presence of:

The Mayor of Lisburn and Castlereagh City Council

Chief Executive of Lisburn and Castlereagh City Council

Executed as a Deed by **GHL (Lisburn NI) Limited** acting by a Director in the presence of:



Director

Signature _____

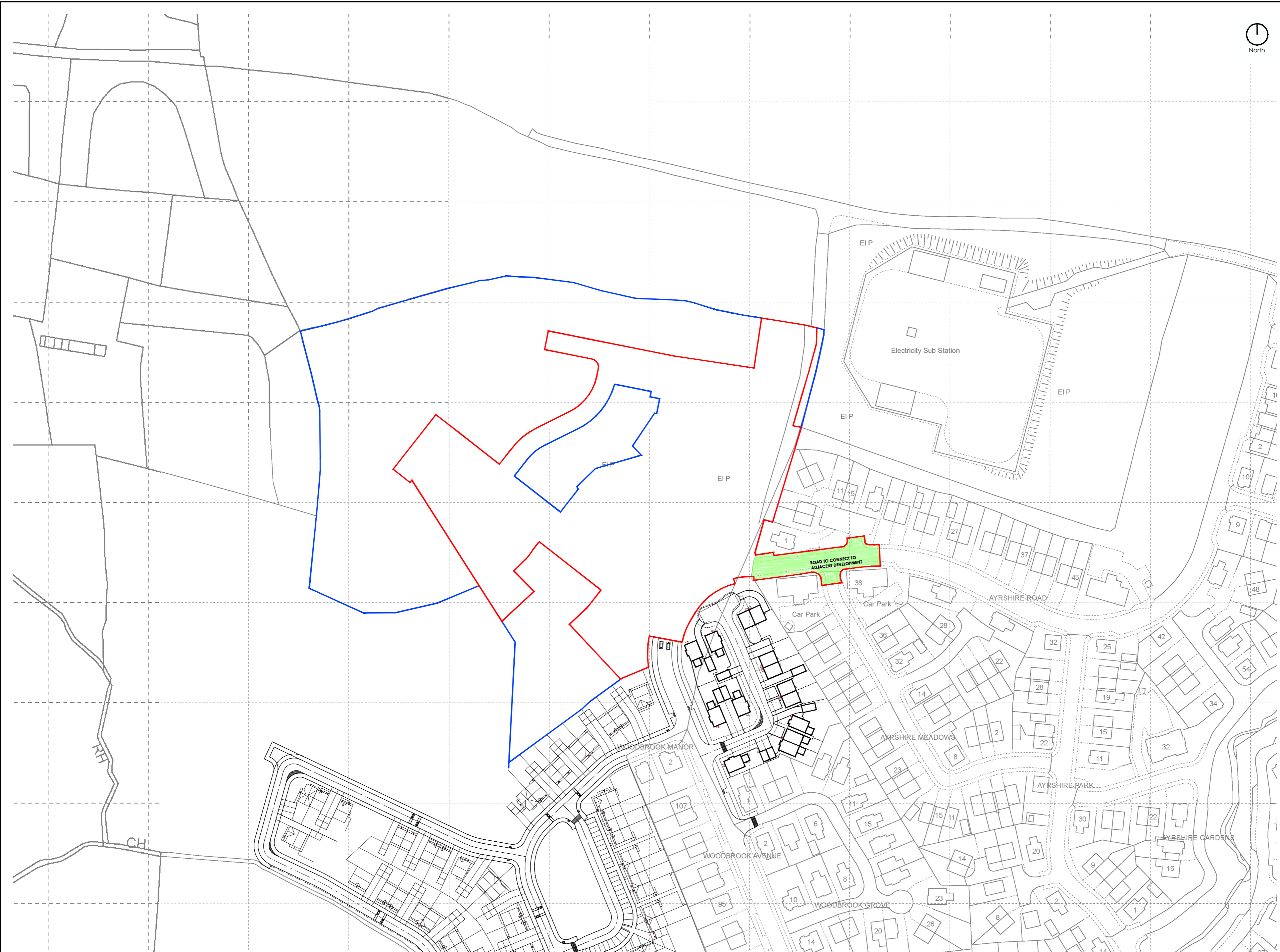
Name:

Address:

Occupation:

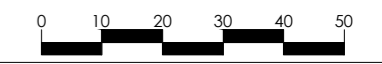

Witness Signature:
Witness Name: Bow Fitzsimons
Address: 1 Russell Way, Bishops Stortford,
Hertfordshire, CM23 4SL
Occupation: PA





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REV.	DESCRIPTION	BY	DATE



- PLANNING
- BUILDING CONTROL
- RECORD
- FOR APPROVAL

CLIENT
Lagan Homes

PROJECT
Proposed Development at Woodbrook, Lisburn

DRAWING TITLE
Location plan

SCALE/S
1:1250 @ A2

SITE AREA
1.84 hectares

DATE
11-09-24

DRAWN BY
AH

DRAWING NUMBER
3159-050-01-05-001



APD Architects Ltd.
Company Number NI676912

028 91852582
info@alanpattersondesign.com
alanpattersondesign.com

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Key:

6no. units for affordable provision
(2no. semi-detached dwellings and
4no. apartments)

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REVISIONS	BY	DATE
REV. DESCRIPTION		
A HOU10 policy text amended as per planning comments		AH 03-06-25

- PLANNING
- BUILDING CONTROL
- RECORD
- FOR APPROVAL

CLIENT
Lagan Homes

PROJECT
Proposed Development at Woodbrook, Lisburn

DRAWING TITLE
Site plan (HOU10 POLICY)

APP6 30 sites

SCALE/S
1:500 @ A1

SITE AREA

DATE
27-09-24

DRAWN BY
AH

DRAWING NUMBER
3159-050-04-13-009

apd RIBA Chartered Practice

APD Architects Ltd.
Company Number NI676912

028 91852582
info@alanpattersondesign.com
alanpattersondesign.com

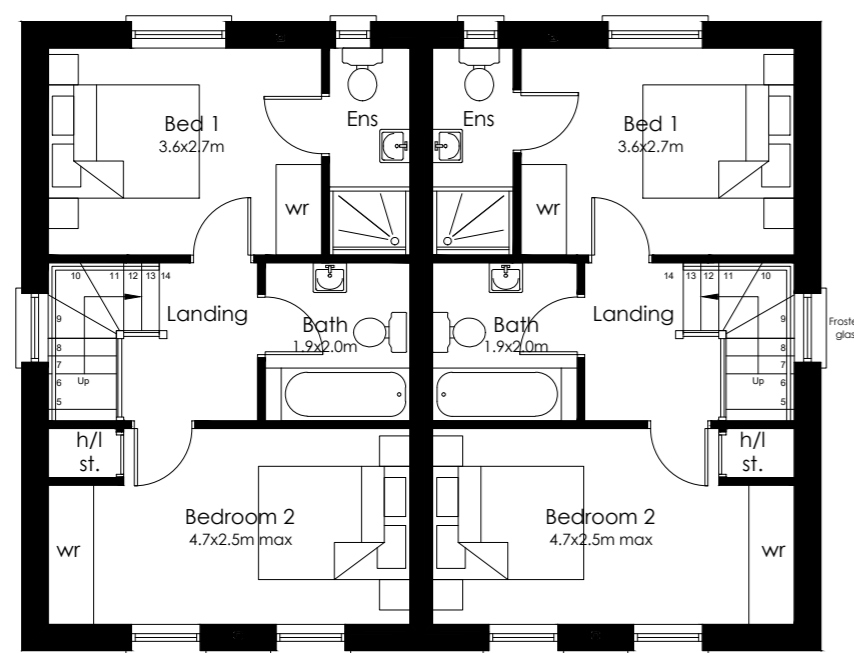
© COPYRIGHT RETAINED BY APD ARCHITECTS LTD

Roof:
Blue grey concrete interlocking roof tiles.

Walls:
Smooth render in colour

Openings:
Upvc windows and doors to be double glazed.
Painted solid timber doors and frames.
Pointed precast concrete cills.

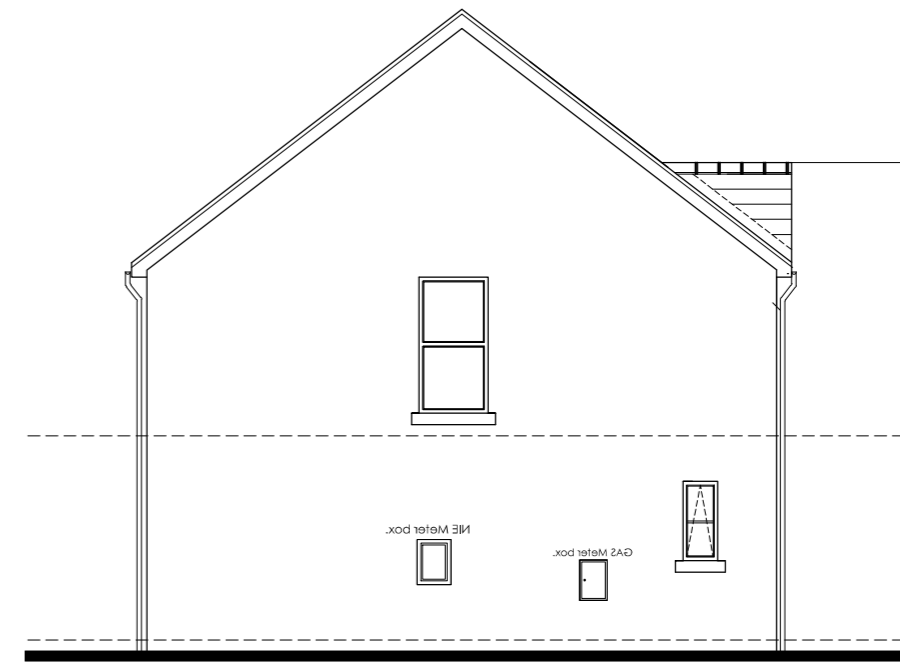
Rainwater goods:
Upvc pipes & gutters



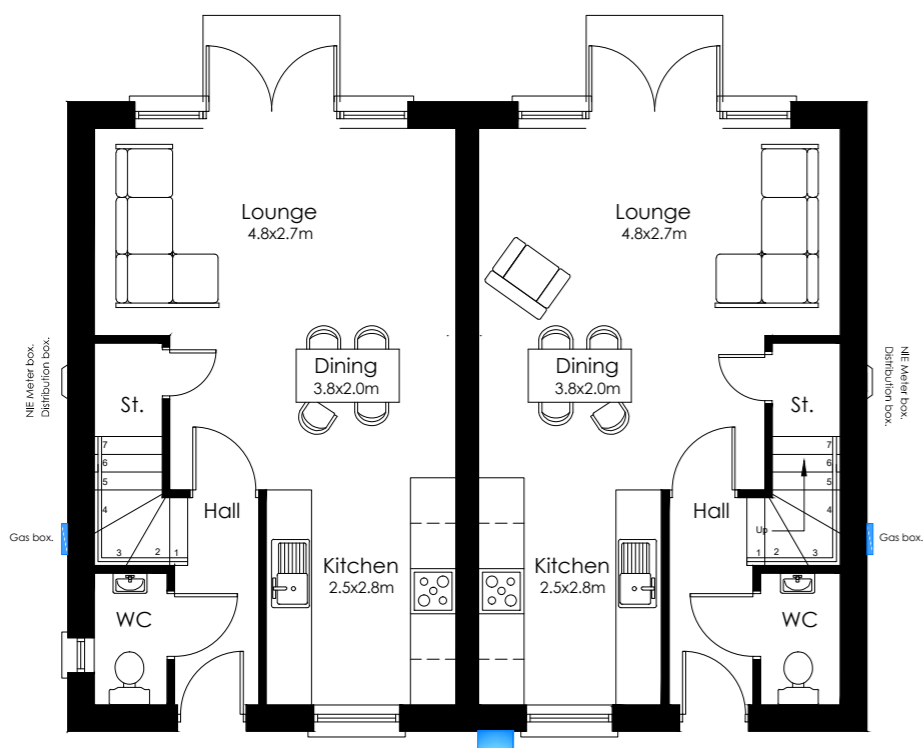
First floor plan



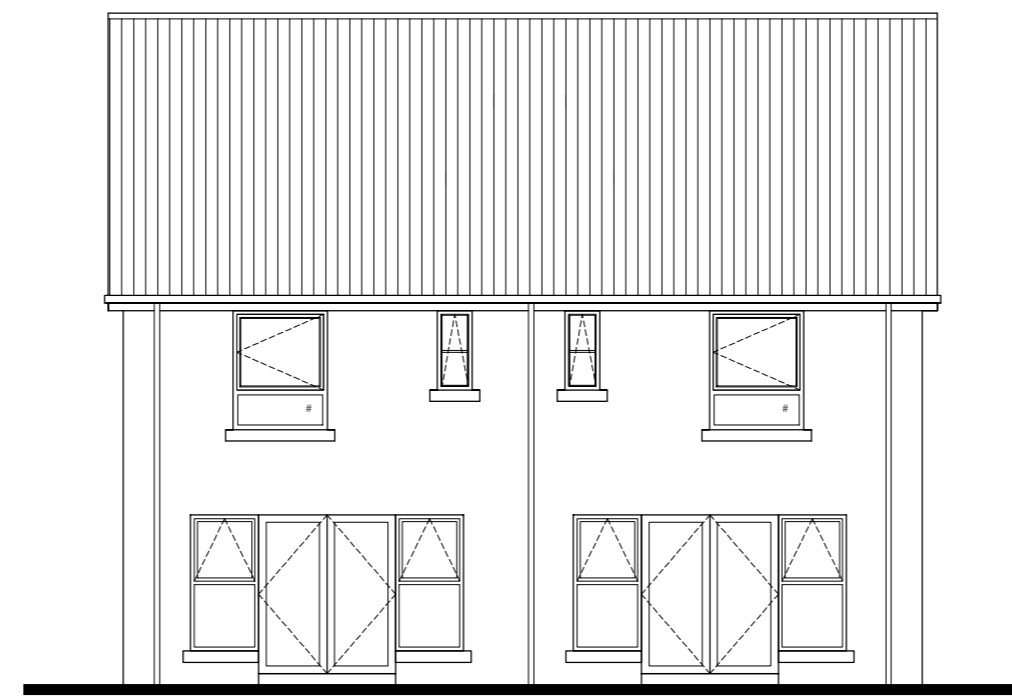
Front Elevation



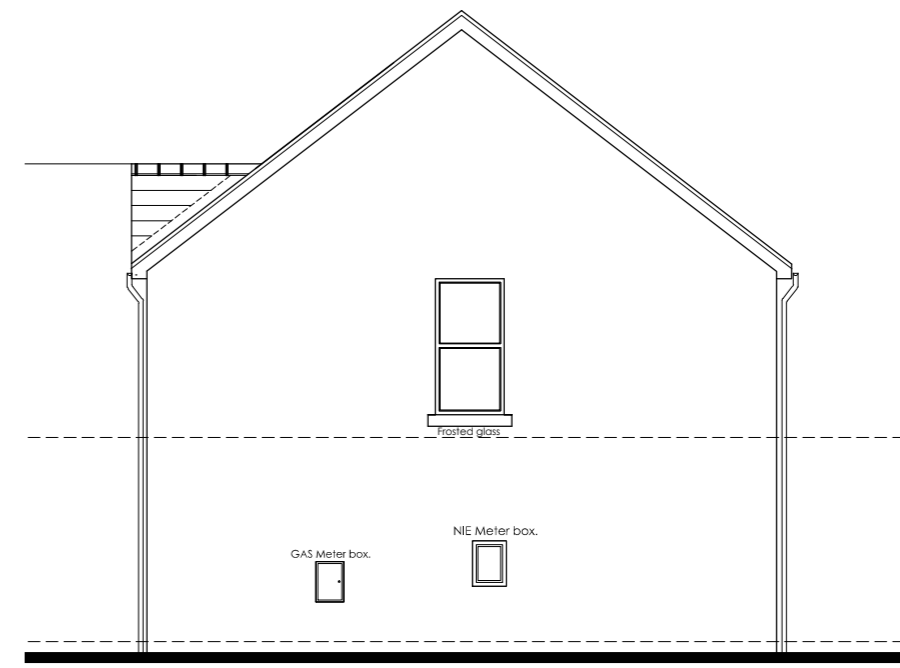
Side Elevation



Ground floor plan



Rear Elevation



Side Elevation



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Scale 1:100
Sept 2024
Drawn by AH

House type I
Semi-detached
2703-010-18-I-002

AREA:
73.2m² (788sq ft)
(using RICS NSA method)

Woodbrook, Lisburn

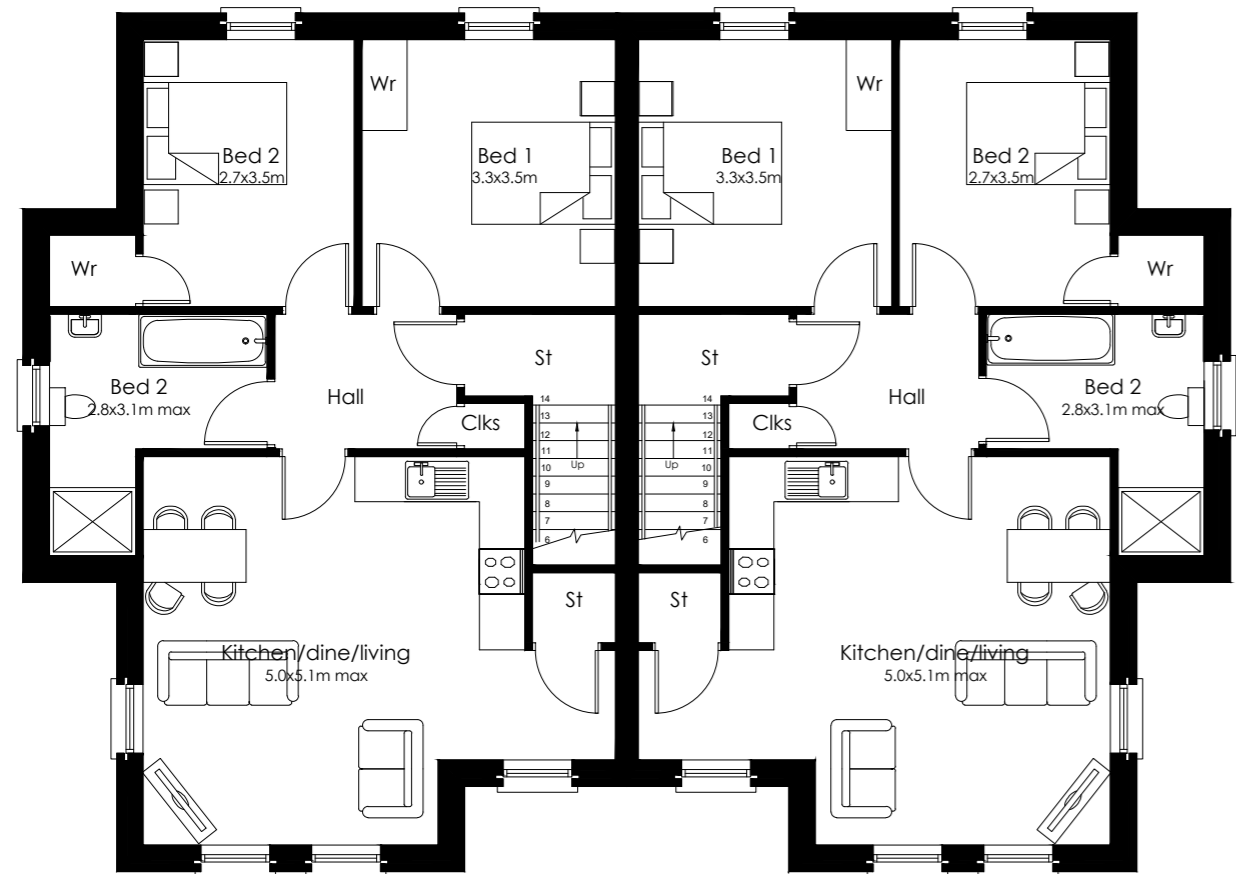
Lagan Homes

Roof:
Blue grey concrete interlocking roof tiles.

Walls:
Select facing brick, detailing to openings.
Render walls, soft white in colour.

Openings:
Upvc windows and doors to be double glazed.
Painted solid timber doors and frames.
Painted precast concrete cills.

Rainwater goods:
Upvc pipes & gutters



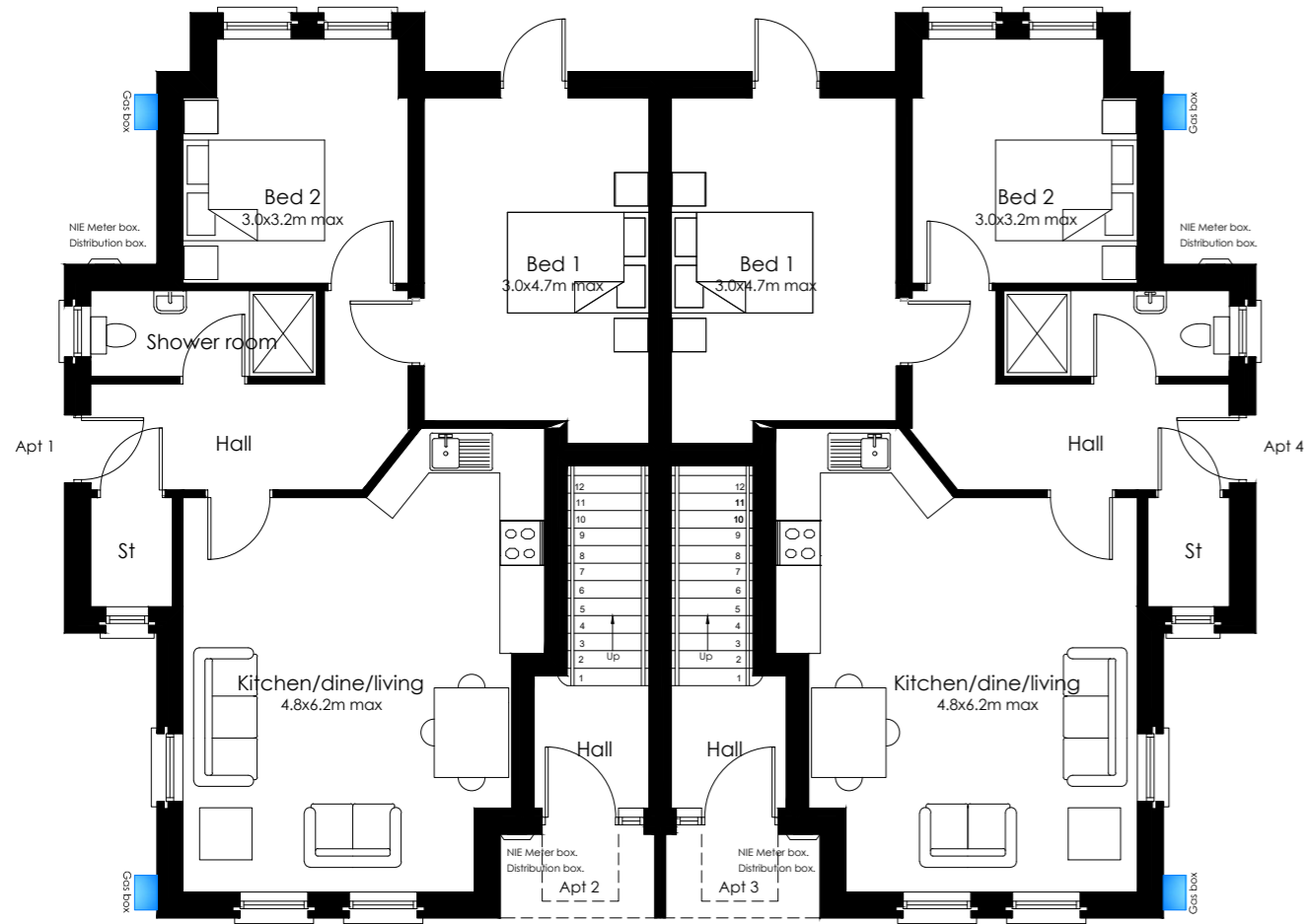
First floor plan



Front Elevation



Side Elevation



Ground floor plan



Rear Elevation



Side Elevation

0 0.5m 1.0m 1.5m 2.0m 3.0m 4.0m 5.0m

This drawing, if printed, is a copy of a digital file and dimensions (other than those stated on the drawing) should be requested via APD Architects Ltd. on 02891 852582 or via info@clanpattersondesign.com

Sites 214-217 previously approved under ref:S-2014-0623-RM

AREA:
APT 1 & 4 63.1m² (680sqft)
APT 2 & 3 69.2m² (744sqft)
(using RICS NSA method)



Scale 1:100
Sept 2024
Drawn by AH

House type K (apts)
2703-010-18-K (apts)-001

Woodbrook, Lisburn
Lagan Homes

Committee:	Full Council
Date:	23 June 2026
Report from:	Chief Executive

Item for:	Decision
Subject:	Notice of Motion on Transparency - Video Recording of Committee Meetings and Amendments to Standing Orders

1.0	<u>Background and Key Issues</u>
1.1	Further to the Notice of Motion on Transparency in the name of Councillor G Hynds that had been referred to the Corporate Services Committee by the Council in February 2025, the Corporate Services Committee, at its meeting on 10 June 2026 considered a report outlining four options in connection with livestreaming of Council meetings and video-recording of Committee meetings. A copy of the report to the Corporate Services Committee is attached at Appendix 1 .
1.2	The Committee recommended that Option 4 be the preferred option, namely; the livestreaming of Council Meetings continue and uploading of video recordings (rather than audio recordings) of Council and Committee Meetings within 1-3 working days.
1.3	The Committee's recommendation is due to be adopted at the Council meeting on 23 June 2026 (agenda item 8).
1.4	Should the Committee's recommendation be adopted a number of proposed adjustments and amendments to Standing Orders and relevant Protocols are required, as listed below. The detail of each adjustment and amendment is set out in Appendix 2. <ul style="list-style-type: none"> • Proposed Adjustments/Amendments to Standing Orders:8 (1) & (6) <u>Admission to Meetings</u> • Proposed Adjustments/amendments to Access to Council & Committee Meeting Agenda, Reports, Minutes and Recordings Protocol: 6. <u>Audio Recordings and Webcast</u> • Proposed Adjustments/Amendments to Remote Meetings Protocol : <ul style="list-style-type: none"> 4.2 <u>Observation of Meetings</u> 5.15 <u>Confidential Business</u> 7.18 <u>Publication of Records</u>
1.5	In order to accommodate the discussion and deliberation of the above-mentioned amendments, it is required, at the outset, that Council agrees, under Standing Order 27.1 <u>Suspension</u> to suspend Standing Order 27.2 <u>Amendment</u> for the duration of this item of business. A qualified majority of 80% of those present is required to suspend Standing Orders.
2.0	<u>Recommendation</u> It is recommended that the Council agrees: <ol style="list-style-type: none"> 1. Under Standing Order 27.1 – <u>Suspension</u>, to suspend Standing Order 27.2 <u>Amendment</u> for the duration of this report being under consideration, and

	2. Standing Orders and Protocols be amended as outlined in Appendix 2.	
3.0	<u>Finance and Resource Implications</u> The proposals outlined in the report can be met from existing resources.	
4.0	<u>Equality/Good Relations and Rural Needs Impact Assessments</u>	
4.1	Has an equality and good relations screening been carried out?	Yes /No
4.2	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	Yes/ No
4.4	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out. The report provides clarity on internal governance and publication of webcast and video recordings and does not relate to implementation of a strategy, programme or plan of the Council.	

Appendices:	Appendix 1 – Report to the Corporate Services Committee dated 10 June 2026 Appendix 2 - Proposed Adjustments/Amendments to Standing Orders and Protocols Appendix 3 - Equality Screening - Publishing of Webcast Recording of Committee Meetings
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Committee:	Corporate Services Committee
Date:	10 th June 2026
Report from:	Director of Finance & Corporate Services

Item for:	Decision
Subject:	Livestream of meetings

1.0	Background and Key Issues
1.1	The Council, at its meeting held on 24 th February 2025, agreed to consider a Notice of Motion on Transparency recommended by the Corporate Services Committee
1.2	Part of that Notice of Motion was ‘to consider and present proposed amendments to standing orders and other associated guidelines in relation to all council, committee and working group discussions and decisions which enables this approach, to ensure maximum transparency while adhering to legislative requirements’.
1.3	Currently, only Full Council Meetings are live streamed, with figures showing an average of 9 viewers per Council meeting for the 10 month period 08/25-05/26. (Note the most recent council meeting on 26/05/26 had a total of 5 viewers).
1.4	As livestreaming all committee meetings would require a resource with specific technical experience to manage the system, the following options are being brought forward to Corporate Services Committee:
1.5	<p>Option 1- Live streaming facilitated in-house:</p> <p>The Arts Technicians currently support live streaming of the Council meetings, but given their current workload supporting art, theatre, community events and civic events and current and upcoming employment legislation (removing option for casual contracts), this option would require an additional full-time technician to be recruited at an approximate cost of £49,700 per annum.</p> <p>Advantages:</p> <ul style="list-style-type: none"> • More control over the quality of the service provision as Arts Technicians are already familiar with the workings of the Chamber • Ability to service Council and meetings at short notice compared to outsourced option • More resilience within the Arts Team to service wider technical needs <p>Challenges:</p> <ul style="list-style-type: none"> • No financial resource allocated to such a position within the 26/27 estimates. • Recruitment process may take up to 6 months • Members’ feedback on prioritisation of this over other potential pressing needs • Amendments required to Standing Orders
1.6	<p>Option 2 - Outsource to an AV Contractor:</p> <p>A number of Councils outsource their technical support for meetings, with industry engagement indicating an estimated cost of a four-year contract of this nature to be in the region of £100k. To progress with this option there would be a requirement for a business case to be brought forward to Corporate Services Committee, followed by a procurement exercise.</p> <p>Advantages:</p> <ul style="list-style-type: none"> • Service delivery responsibility passes from council to an external provider (also a challenge)

- Costs less than resourcing internally

Challenges

- No current financial provision in the 26/27 estimates
- Potential risk of providers not renewing contracts
- Service disruption if contracts are not honoured
- Additional contract variation costs including uplift in costs and charging additional costs
- Ability to service meetings at short notice
- Amendments required to Standing Orders
- Procurement process could take up to 1 year from Member decision
- Members' feedback on prioritisation of this over other potential pressing needs

1.7

Option 3 - Status Quo

This option would continue to see live streaming of Full Council meetings only. A webcast of the monthly Council meeting along with audio recordings of all Committee meetings are published on the Council's website within 3-5 working days.

Advantages:

- Value for Money option - No additional cost
- No amendment to process or Standing Orders required
- Already complies with statutory obligations

Challenges:

- Will not fully meet aspirations of the Notice of Motion

1.8

Option 4 - Livestream Council Meetings and upload Video Recordings (rather than audio recordings) of Committee Meetings within 1-3 working days

This option would see continued live streaming of Full Council meetings (and an uploaded video webcast of the Council meeting to the Council's website within 1-3 working days). This is an improvement against the current 3-5 working days in Standing Orders. Furthermore, video recordings (webcast) of Committee meetings would be uploaded in 1-3 working days. This is an improvement against the current 3-5 working days to upload audio only recordings, as per Standing Orders.

The uploading in 1-3 days recognises feedback from Members regarding the timeliness of accessing footage. To allow Members the ability to clip and share footage from meetings on their social media pages, adjustments will be required to Standing Orders through the Council meeting at the end of June. Proposed adjustments to Standing Orders and associated protocols, subject to further checking, are attached at Appendix 1.

Adjustment to Standing Orders could be achieved at the June Council Meeting, thereby allowing this option to be implemented in full after the summer recess.

Advantages:

- Best value solution
- Can be implemented immediately after summer recess
- Meets principles of Notice of Motion
- No additional cost

Challenges:

- Some reprioritisation of central team workload required
- Requires adjustments to Standing Orders 8(1), 8(6) and Appendix A: Access To Council & Committee Meetings, Agenda, Reports, Minutes & Recordings - Protocol (6) and Appendix C Remote Meetings Protocol (4.2).

1.9	Summary	
	Of the 4 options outlined above, Option 4 is considered the most appropriate as it will satisfy the proposed Notice of Motion and will not require any additional cost to the Council. Consultation has taken place with Councillor Hynds as the proposer of the Notice of Motion, and Councillor Catney as the seconder. The effectiveness of the changes will be reviewed 6 - 12 months following implementation	
2.0	<u>Recommendation</u>	
	It is recommended that the committee agrees to:	
	<ul style="list-style-type: none"> • Option 4, Livestream Full Council Meetings and upload video recordings of Full Council Meetings and Committee Meetings in 1-3 working days; • Officers tabling a report at Council to adjust Standing Orders and Protocol; and • Review the position after 6 - 12 months. 	
3.0	<u>Finance and Resource Implications</u>	
	Option 1 – cost to council c£196k over a 4-year period	
	Option 2 – cost to council c£100k over a 4-year period	
	Option 3 – No additional cost to council	
	Option 4 – No additional cost to council	
4.0	<u>Equality/Good Relations and Rural Needs Impact Assessments</u>	
4.1	Has an equality and good relations screening been carried out?	Yes /No
4.2	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	Yes / No
4.4	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.	
	The outcome of this decision will have no bearing on rural needs.	

Appendices:

Appendix 1 – Proposed Adjustments to Standing Orders
Appendix 2 - Equality screening

Appendix 1

Proposed Adjustments to Standing Orders (To be reported and agreed separately at Council)

Standing Order 8 (1)

As set out in the Local Government Act 2014 every meeting of the Council and its Standing Committees must be open to the public. The Council will meet this statutory obligation by providing a public gallery in the Council Chamber. In addition to this, the Monthly Council Meeting is livestreamed through the Council's website. A webcast recording of the Monthly Council Meeting **and along with audio recordings** of all committee meetings are also published on the Council website within **1-33-5** working days.

Standing Order 8 (6)

Taking photographs or recording of proceedings or the use of any other means by members of the public to enable persons not present to see or hear any proceedings (whether at that time or later) or making of any oral or digital report of any proceedings as they take place shall be prohibited unless expressly permitted by the Council. **Elected Members shall be permitted to record or clip from the livestream or webcast for sharing through their social media channels following termination of the meeting. All members must ensure that any uploaded recordings and communications fully satisfy the Northern Ireland Local Government Code of Conduct for Councillors.**

Proposed adjustments to the Access to Council & Committee Meetings, Agenda, Reports, Minutes & Recordings Protocol (to be reported to and agreed at Council)

(6) Audio Recordings and Webcast

The legislation requires a Council to make an audio recording of any meeting of the Council which is open to the public. The recording must be made available at the Council offices for a period of six years from the date of the meeting and published on the Council website for two years.

Whilst this only applies to the monthly meeting of Council it was agreed in ~~October 2022~~ **June 2026** to provide the following:

- ~~Audio recordings of standing committee meetings;~~
- Livestream of Council Meetings;
- Webcast recordings of Council meetings **and standing committee meetings.**

Webcast ~~Audio recordings of standing committee meetings~~

- Where an item is deemed to be confidential and considered "In Committee" the recording will be paused.
- **Webcast** ~~Audio~~ recordings will be uploaded to the Council website within **1-33-5** working days of the Committee meeting taking place

- **Webcast** Audio recordings will be available on the Council website for a period of two years and available at the Council offices for a period of six years.

Livestream and webcast recordings of Council meetings

- Council meetings will be livestreamed through the Council's website.
- Where an item is deemed confidential and considered "In Committee" the broadcast and recording will be paused.
- A webcast recording will be published on the Council website **within 1-3 working days** following approval of the minutes by the Mayor and Chief Executive.
- Webcast recordings will be available on the Council website for a period of two years and available at the Council offices for a period of six years.

Proposed adjustments to Remote Meetings Protocol (To be reported to and agreed at Council)

4.2 Observation of Meetings

Council meetings must be open to the public as set out in the Local Government Act 2014. The Council will meet this statutory obligation by providing a public gallery in the Council Chamber. In addition to this, the Monthly Council meeting is livestreamed through the Council's website. A webcast recording of the Monthly Council Meeting **and** along with audio recordings of all committee meetings are also published on the Council's website.

5.15 Confidential business

If a resolution is passed for the meeting to go into confidential business, to consider exempt or confidential material, members of the public, whether participating in person or remotely will be asked to leave the meeting. The Chairperson will ensure they have left and may remove their remote access if they have not done so. The livestream and **webcast** audio recording will also be stopped.

7.18 Publication of records

Webcast recordings of Monthly Council meetings and audio recordings of all committee meetings are available on the Council's website.

Lisburn & Castlereagh City Council

Section 75 Equality and Good Relations Screening template (Oct 2022)

Part 1. Information about the activity/policy/project being screened

Name of the activity/policy/project

Enhanced transparency through publishing webcast recordings of all committee meetings.

Is this activity/policy/project – an existing one, a revised one, a new one?

The activity is based on the enhancement of existing arrangements to publish webcast recordings of all Committee meetings as part of the Council's commitment to transparency by default.

Background

In October 2022 the Council took the decision to livestream all Full Meetings of Council and publish webcast recordings on its website. Committee meetings are not livestreamed however, audio recordings are made available on the website following ratification of the minutes.

In February 2025, Lisburn & Castlereagh City Council (LCCC) agreed to adopt a Notice of Motion on transparency. The considerations arising from the Motion are:

- a. Transparency by default
- b. Options to facilitate the livestream of all committee meetings and amendments to relevant policies to reflect this practice
- c. Publication of recordings within an appropriate timeframe
- d. Amendments to Standing Orders to require a recorded vote where the outcome is not unanimous

What are the intended aims/outcomes the activity/policy/project is trying to achieve?

The intended aims/outcomes of the activity are:

- To provide openness and transparency to the Council's decision-making process by publishing webcast recordings of all Committee meetings.

- To promote public trust and democratic engagement by ensuring that Council and committee meetings are accessible to all members of the public through live broadcast (Council) and timely publication of recordings.
- Amend relevant policies/protocols to incorporate publishing webcast recordings and the voting process where the outcome is not unanimous.

Who is the activity/policy/project targeted at and who will benefit? Are there any expected benefits for specific Section 75 categories/groups from this activity/policy/project? If so, please explain.

All members of the public, including those who may experience barriers to physical attendance such as individuals with disabilities, caring responsibilities, or limited access to transport. Elected Members will also benefit from increased public confidence in decision-making processes.

Who initiated or developed the activity/policy/project?

The proposed changes are the result of a notice of motion adopted by the Council and will be developed by the Member Services Unit within the Finance and Corporate Services Department.

Who owns and who implements the activity/policy/project?

Owned by Lisburn & Castlereagh City Council. Will be implemented by the Members Services Unit.

Are there any factors which could contribute to/detract from the intended aim/outcome of the activity/policy/project?

Yes

If yes, give brief details of any significant factors.

- Financial implications due to budget pressures. This may impact the quality of the arrangements put in place.
- Legal implications e.g. GDPR issues will have to be monitored.
- Technical issues may mean that there are delays in publication on occasion.

Who are the internal and external stakeholders (actual or potential) that the activity/policy/project will impact upon? Delete if not applicable

Staff

- Chief Executive
- Senior Management Team
- Heads of Service
- Member Services Unit
- Technicians
- Corporate Communications Unit
- IT Services
- All Staff

Service users

- Rate payers
- Members of the public
- Media

Other public sector organisations

The following public sector organisations will be impacted as representatives who attend Council and Committee meetings will be captured in the livestream and webcast recordings published on the Council's website:

- DfI – Roads Services
- Northern Ireland Water Services
- Northern Ireland Housing Executive
- Belfast and Lisburn Health Trusts

Other

- Elected Members
- Other stakeholders who have reason to engage with the Council through formal structures
- Members of the public sitting in the public gallery captured in the livestream and recordings.

Other policies/strategies/plans with a bearing on this activity/policy/project [

Name of policy/strategy/plan	Who owns or implements?
Standing Orders	LCCC
Local Government Act (NI) 2014	Northern Ireland Assembly
Local Government (Remote Meetings) Regulations (Northern Ireland) 2024.	Department for the Communities
LCCC Access to Council and Committee Meetings and Agenda Report Minutes Protocol	LCCC
Remote Meetings Protocol	LCCC

Available evidence

What evidence/information (qualitative and quantitative) have you gathered or considered to inform this activity/policy? Specify details for each Section 75 category.

Most up to date NISRA population data from Census 2021 (published 22/09/22)
[Lisburn and Castlereagh Census Data](#)

Consideration has been given to the approaches adopted by other councils in relation to the livestreaming of their meetings.

Given that we do not hold information on the categories of people who access recordings of our meetings the following section has been based on the makeup of Elected Members of the council, as well as census data for the Council area

Section 75 Category	Details of evidence/information
Religious Belief	NI Census 2021 data for the Lisburn and Castlereagh area: 58% Protestant (or other Christian) 27% Catholic 2% Other 13% None

	<p>We do not have information on the religious background of businesses or individuals who may access this programme.</p> <p>The Council does not hold information on the religious belief of Elected Members.</p>												
<p>Political Opinion</p>	<p>The Local Government Election in May 2023 demonstrated the following weighting in the Borough’s political opinion. Note: only 52% of those eligible submitted a vote.</p> <table border="1" data-bbox="662 602 1428 741"> <thead> <tr> <th>DUP (%)</th> <th>Alliance (%)</th> <th>UUP (%)</th> <th>SF (%)</th> <th>SDLP (%)</th> <th>Ind (%)</th> </tr> </thead> <tbody> <tr> <td>35</td> <td>32.5</td> <td>15</td> <td>10</td> <td>5</td> <td>2.5</td> </tr> </tbody> </table> <p>The Council has 40 Elected Members drawn from the following political parties: DUP - 14 APNI - 13 UUP - 6 SF - 4 SDLP – 2 INDEPENDENT – 1</p>	DUP (%)	Alliance (%)	UUP (%)	SF (%)	SDLP (%)	Ind (%)	35	32.5	15	10	5	2.5
DUP (%)	Alliance (%)	UUP (%)	SF (%)	SDLP (%)	Ind (%)								
35	32.5	15	10	5	2.5								
<p>Racial Group</p>	<p>Using the same Census/boundary data indicates that just over 4% of the population were from an ethnic minority group.</p>												
<p>Age</p>	<p>The population in 2021 totalled 149,106: 28,331 (0-14) 44,731 (15-39) 49,205 (40-64) 26,839 (65+ years)</p>												
<p>Marital Status</p>	<p>For the 16+ population in relation to marital and civil partnerships: 33% single 52% married or civil partnership 3% separated 6% divorced or formerly in a civil partnership. 6% widowed or surviving partner from a civil partnership</p>												

<p>Sexual Orientation</p>	<p>The Census 2021 data indicates that 91% identified as straight or heterosexual, 2% of the household population identified as gay, lesbian, bisexual or other sexual orientation, while 7% prefer not to say or not stated.</p>
<p>Men & Women Generally</p>	<p>The LCCC population (2021) was 51% female and 49% male. This reflects the overall NI position.</p> <p>LCCC Elected Members:</p> <ul style="list-style-type: none"> • Female – 22.5% • Male – 77.5%
<p>Disability</p>	<p>Census data 2021 suggests that 21.7% of the LCCC population have a long-term health problem or disability. This is a 3.4% increase on the Census 2011 figure.</p>
<p>People with and without Dependants</p>	<p>2021 Census Information – Lisburn & Castlereagh City Council is just slightly above the mid – point Northern Ireland in relation to dependent children in household between ages of 0 - 4; 5 – 9; 10 – 14, but is in bottom position in relation to children & young adults aged 15 – 19 years.</p> <p>In 2021, of the 60,143 households in the Lisburn & Castlereagh City council area 14.4% (8,661) had dependent children.</p> <p>10.98% of the population on average provide unpaid care, with 3.4% providing in excess of 50 hours per week.</p>

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular activity/policy/decision? Specify details for each of the Section 75 categories

Section 75 Category	Details of needs/experiences/priorities
Religious Belief	No different needs or experiences identified in relation to religious belief, political opinion.
Political Opinion	
Racial Group	Council meetings and information should be accessible for everyone including people who do not have English as their first language. This may require modification to the Council website, including recordings of meetings, or provision of information in alternative languages if requested.
Age	It is anticipated that some people in this category, for example older people, are more likely to want or need access to the livestream and recordings of meetings.
Marital Status	No different needs or experiences identified for these groups in relation to the proposed changes.
Sexual Orientation	
Men & Women Generally	No different needs or experiences identified for these groups in relation to the proposed changes.
Disability	People with different disabilities have different access needs when it comes to information. For example, the livestream and recordings will be accessible for those with visual impairments but those with hearing impairment will have different needs. This can be met

	through the publication of meeting packs and minutes on the council website, as well as the use of sign language interpreters (via the introduction of remote services which are currently being explored)
Dependants	People who have dependent children or adults, including those with disabilities, may not be able to attend meetings and therefore would benefit from being able to access a recording at a time that suits them. Streamlined minutes will also provide a succinct account of the business. Some people with dependants may prefer the convenience of access to the live stream which will no longer be available for committees.

Part 2. Screening questions

1 What is the likely impact on equality of opportunity for those affected by this activity/policy, for each of the Section 75 equality categories?

Section 75 Category	Details of likely impact – will it be positive or negative? If none anticipated, say none	Level of impact - major or minor* - see guidance below
Religious Belief	No differential impact by religious belief or political opinion as the proposed changes apply equally to all.	None
Political Opinion		
Racial Group	The publication of recordings could potentially disadvantage those whose first language is not English. However, the Council’s website uses software which can translate.	Minor – negative Minor - positive

<p>Age</p>	<p>Some older people may appreciate the opportunity to access recordings in their own time.</p> <p>However, some members of the public may not have the necessary technology or skills to access recordings and may prefer to obtain a hard copy of the minutes. They may also prefer access to the live stream.</p>	<p>Minor – positive</p> <p>Minor - negative</p>
<p>Marital Status</p>	<p>No different impact identified for these groups</p>	<p>None</p>
<p>Sexual Orientation</p>		
<p>Men & Women Generally</p>		
<p>Disability</p>	<p>Anyone who is unable to attend meetings will find it helpful to access recordings in their own time and at their own pace.</p> <p>Recordings may be suitable for some people with certain disabilities but less accessible for some, for example those with hearing impairment.</p>	<p>Minor – positive</p> <p>Minor - negative</p>
<p>Dependants</p>	<p>The ability to access recordings of meetings may facilitate people who have caring responsibilities.</p>	<p>Minor – positive</p>

* See Appendix 1 for details.

2(a) Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?

Section 75 Category	IF Yes, provide details	If No, provide details
Religious Belief		No opportunity identified
Political Opinion		No opportunity identified
Racial Group	<p>Whilst our corporate information on the website can be translated using the assistive software, the Council could possibly do more to make those from racial minorities and newcomers to the area aware of council business, including meetings.</p> <p>People for whom English is not their first language may require translations.</p>	
Age	Older people who cannot access the livestream and recordings can be provided with a hard copy of minutes.	
Marital Status		No opportunity identified
Sexual Orientation		No opportunity identified
Men & Women Generally		No opportunity identified
Disability	<p>The livestream and recordings can be accessed on the Council's website.</p> <p>Anyone who is unable to attend meetings may find it helpful to be able to access</p>	

	<p>this in their own time and at their own pace.</p> <p>LCCC are currently taking steps to procure Video Relay Service (VRS) and Video Remote Interpreting (VRI) services which will assist further with ensuring accessibility for the deaf community. The Department for Communities guidance will inform any further actions that may be taken, and the Equality Screening will be updated to reflect this.</p>	
<p>People with and without Dependants</p>		<p>No opportunity identified</p>

Equality Action Plan 2021-2025

Does the activity/policy/project being screened relate to an action in the Equality Action Plan 2021-2025? Yes/No If yes, specify which action.

Yes – 2.1 Access to Council information

2(b) DDA Disability Duties (see Disability Action Plan 2021-2025)

Does this policy/activity present opportunities to contribute to the actions in our Disability Action Plan:

- to promote positive attitudes towards disabled people?
- to encourage the participation of disabled people in public life?

Yes, action 4.4 – Accessibility of Council website and communications. The publication of recordings will provide access to the Council’s decision-making process for those who are unable to attend meetings in person. They can access the Council meeting remotely or the Committee recordings in their own time and at their own pace.

3 To what extent is the activity/policy/project likely to impact on good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	Details of likely impact. Will it be positive or negative? [if no specific impact identified, say none]	Level of impact – minor/major*
Religious Belief	No direct impact on good relations for any of these groups identified in relation to the proposed changes.	N/A
Political Opinion		
Racial Group		

*See Appendix 1 for details.

4 Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	IF Yes, provide details	If No, provide details
Religious Belief		No specific good relations opportunities identified
Political Opinion		
Racial Group		

Multiple identity

Provide details of any data on the impact of the activity/policy/project on people with multiple identities. Specify relevant Section 75 categories concerned.

Consideration was given to the potential implications of the proposed changes for the different equality categories, for example, older people with disabilities.

Part 3. Screening decision/outcome

Equality and good relations screening is used to identify whether there is a need to carry out a **full equality impact assessment** on a proposed policy or project.

There are 3 possible outcomes:

- 1) **Screen out** - no need for a full equality impact assessment and no mitigations required because no relevance to equality, no negative impacts identified or only very minor positive impacts for all groups. This may be the case for a purely technical policy for example.
- 2) **Screen out with mitigation** - no need for a full equality impact assessment but some minor potential impacts or opportunities to better promote equality and/or good relations identified, so mitigations appropriate. Much of our activity will probably fall into this category.
- 3) **Screen in for full equality impact assessment** – potential for significant and/or potentially negative impact identified for one or more groups so proposal requires a more detailed impact assessment. [See Equality Commission guidance on justifying a screening decision.]

Choose only one of these and provide reasons for your decision and ensure evidence is noted/referenced for any decision reached.

Screening Decision/Outcome	Reasons/Evidence
<p>Option 1</p> <p>Screen out – no equality impact assessment and no mitigation required [go to Monitoring section]</p>	
<p>Option 2</p> <p>Screen out with mitigation – some potential impacts identified but they can be addressed with appropriate mitigation or some opportunities to better promote equality and/or good relations identified [complete mitigation section below]</p>	<p>It has been concluded that there is no need to carry out a full equality impact assessment on the proposal to publish webcast recordings on the Council website.</p> <p>The proposed changes are fairly minor procedural changes and may be slightly beneficial for a number of groups.</p> <p>However potential for minor negative impact was identified for those whose</p>

	first language isn't English or those with hearing impairments – see Mitigation section below.
<p>Option 3</p> <p>Screen in for a full Equality Impact Assessment (EQIA)</p> <p>[If option 3, complete timetabling and prioritising section below]</p>	

Mitigation (Only relevant to Option 2)

Can the activity/policy/project plan be amended or an alternative activity/policy introduced to better promote equality of opportunity and/or good relations? If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative activity/policy and ensure the mitigations are included in a revised/updated policy or plan.

It is recognised that, whilst livestreaming Council meetings and publishing Committee meeting webcast recordings on the Council website will benefit some groups, this may not be accessible to everyone, for example, older people who do not have access to the internet, people with hearing difficulties or people whose first language is not English.

The minutes published on the Council’s website can be transcribed into alternative languages using the software which supports the Council’s website. This will provide access for those whose first language is not English and those who have hearing impairment. LCCC are currently taking steps to procure Video Relay Service (VRS) and Video Remote Interpreting (VRI) services which will assist further with ensuring accessibility for the deaf community. The Department for Communities guidance on the Sign Language Act will inform any further actions that may be taken, and the Equality Screening will be updated to reflect this.

Timetabling and prioritising for full EQIA (only relevant to Option 3)

If the activity/policy has been ‘**screened in**’ for full equality impact assessment, give details of any factors to be considered and the next steps for progressing the EQIA, including a proposed timetable.

N/A

Is the activity/policy affected by timetables established by other relevant public authorities? Yes/No. If yes, please provide details.

No

Part 4. Monitoring

Public authorities should consider the guidance contained in the Commission’s Monitoring Guidance for Use by Public Authorities (July 2007).

Effective monitoring will help a public authority identify any future adverse impact arising from the activity/policy which may lead the public authority to conduct an equality impact assessment, as well as help with future planning and activity/policy development.

What will be monitored and how? What specific equality monitoring will be done? Who will undertake and sign-off the monitoring of this activity/policy and on what frequency? Please give details: This will be updated when policy finalised

Part 5 - Approval and authorisation

	Position/Job Title	Date
Screened by: Judith McNamee	Head of Governance & Communications	19.5.26
Reviewed by: Annie Wilson	Equality Officer	02.06.26
Approved by: -		

/

Note: On completion of the screening exercise, a copy of the completed Screening Report should be:

- approved and 'signed off' by a senior manager responsible for the activity/policy
- included with Committee reports, as appropriate
- sent to the Equality Officer for the quarterly screening report to consultees, internal reporting and publishing on the LCCC website
- shared with relevant colleagues
- made available to the public on request.

Evidence and documents referenced in the screening report should also be available if requested.

Appendix 1 – Equality Commission guidance on equality impact

*Major impact:

- a) The policy/project is significant in terms of its strategic importance;
- b) Potential equality matters are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

Minor impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;

- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

No impact (none)

- a) The policy has no relevance to equality of opportunity or good relations;
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.

Updated Template @ Oct 2022

Committee:	Council Meeting
Date:	23 June 2026
Report from:	Chief Executive

Item for:	Decision
Subject:	Summer Arrangements for Council Business

1.0 **Background**

1. In line with previous years, there are no scheduled Committee meetings, with the exception of Planning, over the July and August summer months.
2. Previously Members determined not to have a July Council meeting, given the lack of business and the traditional July holiday period for Members and staff alike. In addition, there is no known order of business to be determined for the month of July.
3. The Council's governance arrangements provide for emergency arrangements should there be a need to respond to an unforeseeable event. Such events are subsequently reported to Council as required and dealt with financially within the agreed revenue, reserves, R&R and capital budgets.

Key Issues

1. Our communities and businesses will continue to conduct their enterprises and support functions over the summer period. These include plans for expansion and repurposing involving Planning applications. Some of these require to be considered by the Planning Committee using their delegated function. The latter will be facilitated by continuing the Planning Committee throughout July and August as per the normal schedule.
2. Associated with the above are Planning related Section 76 developer agreements which have to be presented to Council for signing and sealing. At this time there are no anticipated agreements mature enough to present to the July Council, nor is it anticipated that any such agreements will be advanced due to the legal professions' planned holiday period. Any such agreements will be facilitated at a future Council meeting.
3. Members have been briefed on new emerging funded programmes and progress on the Works Programme, including the Capital Programme, which may require variations of contracts or new funding contracts to be signed. An updated Capital Programme is planned to be presented to the September Corporate Services Committee, this would summarise any variations agreed.
4. The outcome from various Council run grant application programmes will be known over the summer months and these will be awarded in line with existing arrangements. Outcomes will be presented to Committee for noting in September.

Proposal

5. It is proposed that the Chief Executive, in consultation with the Mayor and Deputy Mayor and/or the appropriate Director, in consultation with the requisite Chair and Vice Chair, be given delegated authority over the summer months to allow urgent decisions to be taken to allow programmes to be advanced where funding has been agreed or contingency sums exist in the capital programme against committed projects. It is anticipated that this delegated authority would exist from 24 June until 18 August, being 1 week before the August Council meeting. Details of any decisions taken under delegated authority would be reported to the August Council meeting.
6. By exception, Members have previously held special Committees over the summer period. These can be arranged within the terms of the Council's Constitution and Standing Orders where there is a necessity to do so. At this point there is no known new items of business that will require such arrangements.

2.0 Recommendation

It is recommended that Members agree to:

- Delegated authority being granted as outlined in the report up to 18th August 2026, with all decisions reported back to Council in August.

3.0 Finance and Resource Implications

There are no resource or financial implications associated with the purposed arrangements as all decisions will be required to be in line with previously agreed programme, reserves or revenue budgets.

4.0 Equality/Good Relations and Rural Needs Impact Assessments

4.1	Has an equality and good relations screening been carried out?	No
4.2	Each project, programme or policy will have its own Equality Screen already prepared and agreed.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	The arrangements are regardless of rural or urban environment Each project, programme or policy will have its own rural needs assessment already prepared and agreed.	

Appendices: None



Notice of Motion: Protecting Free Speech and Democratic Participation

This Council recognises that freedom of expression is a fundamental right and a cornerstone of a free and democratic society. The ability of individuals to express lawful opinions, engage in robust debate and hold those in positions of authority to account is essential to democratic participation.

Council notes public concern regarding the recording, handling or retention of information relating to lawful speech where no criminal offence has occurred, and concerns that complaints, investigatory or regulatory processes relating to lawful expression may, in some circumstances, have a chilling effect on democratic participation and public debate. While recognising the importance of appropriate standards, accountability and safeguarding mechanisms, Council believes such processes should be exercised fairly, proportionately and with proper regard for freedom of expression.

Accordingly, this Council:

1. Affirms its commitment to freedom of expression, open democratic debate and the right of individuals to express lawful opinions without fear of disproportionate or unnecessary interference.
2. Calls upon public authorities to ensure that any recording, handling or retention of information relating to lawful speech is necessary, proportionate and respectful of fundamental rights and freedoms.
3. Believes that standards, complaints and regulatory processes should be conducted fairly and proportionately, without creating an unnecessary chilling effect on lawful political speech, democratic participation, public scrutiny or public debate.
4. Supports the principle that policing and public authority resources should be focused primarily on the prevention, investigation and detection of criminal activity and genuine threats to public safety.
5. Requests that the Chief Executive write to the Minister of Justice, the Chief Constable of the PSNI, the Northern Ireland Policing Board and the Minister for Communities outlining this Council's support for freedom of expression, democratic participation and proportionate public authority processes, and seeking assurance that the protection of lawful free speech remains a central consideration in the development and implementation of relevant policies and procedures.

This Council reaffirms its belief that a healthy democracy is one in which lawful speech is protected, disagreement is tolerated, robust debate is encouraged, and citizens are free to participate in public life without fear of disproportionate scrutiny, investigation or sanction.