



February 20th, 2025

**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, 25th February 2025** at **7:00 pm** in the Council Chamber for the transaction of the business on the undernoted agenda.

DAVID BURNS
CHIEF EXECUTIVE
LISBURN & CASTLEREAGH CITY COUNCIL

Agenda

1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

📄 *Mayor and Deputy Mayor Engagements for Council February 2025.pdf*

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2.0 APOLOGIES

3.0 DECLARATIONS OF MEMBERS' INTERESTS

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

📄 *Disclosure of Interests form Sept 24.pdf*

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4.0 COUNCIL MINUTES

4.1 Meeting of Council - 28 January 2025

For Approval

📄 *MM 28.01.2025 Draft Minutes for Adoption.pdf*

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4.2 Special Meeting of Council (to Strike the Rate) - 6 February 2025

For Approval

📄 *(S) Council 06.02.2025 - 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

Lisburn and Castlereagh City Council and Claraghlea Ltd, 156 St Dymphna's Road, Dromore BT78 3LY – Letter of Appointment for Programme of Minor Works for 10 Vacant Shopfronts in Lisburn City Centre (T24/24-035)

Lisburn and Castlereagh City Council and Gibson Quarries (Banbridge) Ltd, 1 Kilmacrew Road, Banbridge BT32 4ES – Contract for Annual Tender Schedule – AT3 Supply/Delivery/Laying of Quarry and Bituminous Bound Materials and Associated Items – 1st December – 30th November 2027 (T24/25-019)

Lisburn and Castlereagh City Council and John McQuillan (Contracts) Ltd, 11 Ballinderry Road,

Lisburn BT28 2SA – Contract for Annual Tender Schedule – AT3 Supply/Delivery/Laying of Quarry and Bituminous Bound Materials and Associated Items – 1st December – 30th November 2027 (T24/25-019)

Lisburn and Castlereagh City Council and Northstone (NI) Limited Materials Division, Croaghan Quarry, Shinny Road, Coleraine BT51 4PS – Contract for Annual Tender Schedule – AT3 Supply/Delivery/Laying of Quarry and Bituminous Bound Materials and Associated Items – 1st December – 30th November 2027 (T24/25-019)

Lisburn and Castlereagh City Council and Devity Contract Services Ltd, 40 Devesky Road, Carrickmore BT79 9BU – Contract for Hydebank Pavilion Refurbishment and Toilet Provision (T23/24-024)

Lisburn and Castlereagh City Council and Atkinsrealis, The Vantage, 32-36 Great Victoria Street, Belfast BT2 7BA – Contract for the provision of Professional Services for Hamilton's Shed Staff Accommodation Project

Lisburn and Castlereagh City Council and BHSF, 13th Floor, 54 Hagley Road, Birmingham B16 8PE – Contract for Occupational Health Services 2024 (T24/25-018)

8.0 ADOPTION OF MINUTES OF COMMITTEES

8.1 Communities & Wellbeing Committee - 4 February 2025

For Approval

📄 *CWC 04 02 2025 DRAFT Minute for adoption.pdf*

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8.2 Environment & Sustainability Committee - 5 February 2025

For Approval

📄 *ESC 05 02 2025 Draft Minutes for Adoption.pdf*

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8.3 Corporate Services Committee - 12 February 2025

For Approval

📄 *CSC 12 02 2025 Draft Minutes for Adoption.pdf*

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8.4 Regeneration & Growth Committee - 13 February 2025

For Approval

📄 *RGC 13 02 2025 Draft Minutes for Adoption.pdf*

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8.5 Planning Committee - 6 January 2025 (For Noting)

For Noting

📄 *PC 06.01.2025 - Ratified Minutes - FOR NOTING.pdf*

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9.0 REPORT FROM CHIEF EXECUTIVE

(None)

10.0 REPORTS FROM MEMBERS ON BOARDS

(None)

11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE

(None)

12.0 NOTICES OF MOTION

(None)

13.0 CONFIDENTIAL BUSINESS

(None)

14.0 ANY OTHER BUSINESS

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Monday 27th January

Mayor & Chief Executive to meet with new High Sheriff for Co. Antrim, Mrs Jenny Lendrum

Mayor to welcome Secretary of State, Mr Hilary Benn to Lagan valley Island to meet with staff who assisted with the Clean Up operation following Storm Eowyn

Friday 31st January

Mayor to host reception for 'Women in Mind Group' a Mental Health Support Group in Lisburn

Saturday 1st February

Mayor to attend bucket collection for mayoral charity, Tesco's, Bentrin Road

Tuesday 4th February

Mayor to meet with local resident in recognition of their work for Lifeline, LVI

Wednesday 5th February

Mayor to host reception for Sandra McConnell awarded BEM in New Year Honours for services to Mental Health and to Young People with Learning Disabilities

Mayor to host reception for Seymour Street Methodist Church Seniors Club, LVI

Mayor to host reception for Lagan Valley Rural Transport in recognition of their 20th Anniversary, LVI

Friday 7th February

Mayor to attend Waitangi Day Lunch, Ballance House

Monday 10th February

Mayor to host reception for Mr Gordon Lindsay awarded BEM in New Year Honours for services to education in Lisburn

Thursday 13th February

Mayor to attend relaunch of Chat & Chill Café, Lisburn

Friday 14th February

Mayor to attend St Valentine's Day Party, Pond Park Nursing Home

Saturday 15th February

Mayor to attend Multi-Cultural Children's Event, Happy Life Together NI, Resurgam Youth Club Community Centre

Mayor to attend 100th birthday celebrations for local resident, Oldest member of Ulster Aviation Society, Maze Long Kesh

Friday 21st February

Mayor to host Big Breakfast and tree planting ceremony for VOYPIC, to recognise young people in care

Mayor to attend Charity Quiz for Mayoral Charity, Glenavy

Saturday 22nd February

Mayor to attend the Lord Mayor of Belfast's Installation Dinner, City Hall

Sunday 23rd February

Mayor to attend 50th Anniversary Celebration Weekend, Thanksgiving Service with 1st Royal Hillsborough Boys Brigade, Hillsborough Presbyterian

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*

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of the Monthly Meeting of Council held on Tuesday 28 January, 2025 at 7:00 pm**PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor K Dickson

Deputy Mayor
Councillor R Carlin

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

Councillors D Bassett, R T Beckett, S Burns, P Catney,
D J Craig, N Eaton, A P Ewing, A Givan, J Harpur,
B Higginson, G Hynds, C Kemp, S Lowry, G McCleave,
C McCready, M McKeever, R McLernon, T Mitchell and
G Thompson

PRESENT REMOTELY:

Alderman S Skillen

Councillors J Gallen, J Lavery BEM, D Lynch and N Parker

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
Acting Director of Environmental Services
Head of Corporate Communications and Administration
Head of Planning and Capital Development
Member Services Officers
Technician
IT Officer

Commencement of the Meeting

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

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At this point, The Right Worshipful the Mayor, Councillor K Dickson, referred to his ongoing project with local eco-schools. A short video of a recent visit by the Mayor to St Joseph's Primary School in Carryduff was played, showing the school's eco-garden and hearing from pupils why they felt it important to look after the environment. The Mayor thanked the staff and pupils of St Joseph's for facilitating his visit.

Prayers

The Right Worshipful the Mayor, Councillor K Dickson, expressed condolences in respect of the following bereavements:

- Paul Spence, husband of Nicola Spence, employee at Lagan Valley LeisurePlex; and
- George Millar, father of Gina Brabon, employee in Parks & Amenities.

The Right Worshipful the Mayor welcomed his Chaplain, Rev S Reain-Adair, to the meeting. Rev Reain-Adair gave an address and said a prayer, during which he also referred to the above bereavements and offered his sympathy to the families. The Mayor thanked Rev Reain-Adair for his attendance and he left the meeting (7.10 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, Councillor K Dickson, and the Deputy Mayor, Councillor R Carlin, since the last meeting of Council.

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillors A Gowan, P Kennedy, U Mackin, A Martin and N Trimble and the Director of Regeneration and Growth.

3. Declarations of Interest

There were no declarations of interest.

4. Council Minutes

4.1 Council Meeting – 17 December, 2024

It was proposed by Councillor A Givan, seconded by Alderman M Gregg and agreed that the minutes of the meeting of Council held on 17 December, 2024 be confirmed and signed.

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5. Matters Arising

There were no matters arising.

6. Deputations

There were no deputations.

7. Business Required by Statute(i) Signing of Legal Documents

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

- Lisburn and Castlereagh City Council and AR Marquees, 22 Clarkes Road, Newtownhamilton BT35 0EQ – Letter of Appointment – Supply of Marquees and Associated Equipment;
- Lisburn and Castlereagh City Council and HI Reach, 18 Causeway Manor, Lisburn BT28 2FZ – Contract for Provision of Power Washing Services;
- Lisburn and Castlereagh City Council and Ryak Cleaning, 9 Hillview Road, Belfast BT14 7BT – Contract for Provision of Power Washing Services;
- Lisburn and Castlereagh City Council and DGS Service Solutions, Unit 14 48 North, 48 Duncrue Street, Belfast BT3 9BJ – Contract for Provision of Power Washing Services;
- Lisburn and Castlereagh City Council and Tangible Consulting Ltd, 11 Glengoland Avenue, Belfast BT17 0HY – Letter of Offer – T24/25-024 – Self Employment Support Programme;
- Lisburn and Castlereagh City Council and Workforce Training Services, 465 Antrim Road, Belfast BT15 3BP – Letter of Offer – F24/25-014 – HGV Employment Academy;
- Lisburn and Castlereagh City Council and R&M Greenkeeper Limited, Unit C1 Kilcronagh Business Park, Cookstown BT80 9HG – Contract for Provision of a Haulage Service for Residual and Green Wastes from Council Household Recycling Centres (Ref: STA 24/25-017); and
- Lisburn and Castlereagh City Council and Gibson Quarries (Banbridge) Ltd, 1 Kilmacrew Road, Banbridge BT32 4ES – Contract for Resurfacing Programme.

8. Adoption of Minutes of Committees**Communities and Wellbeing Committee****7 January, 2025**

Proposed by Councillor D J Craig

Seconded by Alderman H Legge

Environment and Sustainability Committee**9 January, 2025**

Proposed by Councillor P Catney

Seconded by Councillor G Hynds

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Item 4.1, Page 26
Stray/Abandoned Dog

Councillor G Hynds put on record that the Council was in a better place as regards to Max, but he outlined concerns in respect of the Environment and Sustainability Committee meeting, which would hopefully be addressed at the next meeting.

Corporate Services Committee

8 January, 2025

Proposed by Councillor N Eaton

Seconded by Councillor B Higginson

Regeneration and Growth Committee

13 January, 2025

Proposed by Alderman A G Ewart

Seconded by Councillor C Kemp

Planning Committee

2 December, 2024

The minutes of the Planning Committee meeting of 2 December, 2024 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 6 January, 2025. It was proposed by Alderman M Gregg, seconded by Alderman J Tinsley and agreed that their contents be noted.

9. Report from Chief Executive

There were no reports from the Chief Executive.

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. Notice of Motion

12.1 Transparency

A copy of the following Notice of Motion in the name of Councillor G Hynds, had been circulated to Members with the notice convening the meeting:

“This Council believes that maintaining accountability and public trust in the democratic process is essential. A key part of this is ensuring that decisions are made openly and can be subject to public scrutiny. Council recognises the need to ensure

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12.1 Transparency (Contd)

transparency in its decision making through council, committee and working group discussions and decisions conducted in restricted session.

We recognise the improvements made in Lisburn and Castlereagh City Council in relation to transparency to help maintain public trust and ensure that the people of Lisburn and Castlereagh can be fully informed about how decisions that affect them have been reached. We reaffirm our ongoing commitment that this council is committed to 'transparency by default' by which all meetings and documentation will be placed in the public domain as standard, with information or discussions only being redacted or restricted very specifically in relation to those issues which fall within the exemptions in the Local Government Act (NI) 2014. We request that officers investigate and cost options to allow full council and committee meetings to be live streamed as standard, with recordings then published online within an appropriate timeframe for the public to remain informed at the time of discussions and decisions.

We believe that Councillors must have the ability to seek clarity and challenge Council Officers to ensure that exemptions are minimised and are not overused and that the overall public interest is maintained. In the interests of public accountability and confidence, we believe that where a matter on an issue is brought to a vote in committee, the result of which is not unanimous, that that vote must be recorded. Officers are requested 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 and decisions which enables this approach, to ensure maximum transparency while adhering to legislative requirements, ultimately making this organisation an exemplar public body in terms of transparency and openness".

The Notice of Motion was proposed by Councillor G Hynds and seconded by Councillor P Catney.

The Right Worshipful the Mayor, Councillor K Dickson, advised that the above Notice of Motion would be referred, without debate, to the Corporate Services Committee for consideration as it related to matters linked to the corporate running of the Council. However, any change to Standing Orders in due course would be presented back to Council.

In response to a query by Councillor P Catney, The Right Worshipful the Mayor, Councillor K Dickson, advised that, whilst he and Councillor Hynds would be permitted to speak to the Notice of Motion at the Corporate Services Committee meeting, it would require to be proposed and seconded by Members of that Committee.

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The Right Worshipful the Mayor, Councillor K Dickson, advised that Any Other Business would be considered at this point.

13. Any Other Business

13.1 Storm Eowyn

The Right Worshipful the Mayor, Councillor K Dickson

The Right Worshipful the Mayor, Councillor K Dickson, referred to Storm Eowyn the previous weekend and put on record his sincere thanks to Council staff for their work in the aftermath of the storm. A number of community centres and Council facilities had been opened up to provide assistance to the many residents who were left without power. The Secretary of State for Northern Ireland had visited Lagan Valley Island the previous day and met with staff who had been working on the ground and his appreciation was shared by Elected Members. The Mayor also expressed his appreciation to the staff of Northern Ireland Electricity (NIE) for their efforts during such a difficult situation, with work ongoing to restore power to those homes still without electricity. Lastly, he thanked all those community groups and community volunteers who had helped.

A number of other Members put their thanks on record, namely Councillor G Thompson (on behalf of the Alliance Party), Councillor B Higginson (both personally and on behalf of Councillor A Gowan), Councillor D J Craig, Alderman H Legge (on behalf of the UUP and Councillor A Martin), Councillor G Hynds, Councillor D Bassett and Alderman J Tinsley. Comments made included:

- sincere thanks and gratitude for the team effort and hard work by all Council Officers involved. The welcome provided to those residents attending community centres for food, hot drinks, charging appliances etc had been much appreciated by local communities. Particular thanks were extended to the Director of Leisure and Community Wellbeing and staff within Community Services and Parks & Amenities;
- thanks to the Chief Executive for his leadership and for the regular updates communicated to Elected Members. This had been invaluable for Members who were approached by people seeking help and support;
- thanks to community centres, churches, sports groups and community organisations throughout the Council area that had opened their doors to provide a warm space, hot food, showering facilities etc;
- thanks to the staff of NIE whose hard work had been second to none;
- thanks to a number of caterers who had supplied hot food for those without power;
- thanks to local farmers for their support in clearing trees and debris from roads; and
- thanks to other statutory agencies for assistance provided, such as Northern Ireland Housing Executive, Northern Ireland Fire & Rescue Service, PSNI.

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13.1 Storm Eowyn (Contd)
The Right Worshipful the Mayor, Councillor K Dickson

Arising from discussion, The Right Worshipful the Mayor, Councillor K Dickson agreed to:

- write a letter of thanks to Council staff for their hard work over the last number of days. The Chair of the Communities and Wellbeing Committee, Councillor D J Craig, stated that he had intended writing a letter of thanks, but would be happy to do this jointly with the Mayor;
- write a letter of thanks to Mr Michael Barr, Store Manager at EUROSPAR Brackenvale, Carryduff, for having donated essential supplies to Lough Moss Leisure Centre for those residents in need of assistance; and
- write a letter of thanks to NIE thanking all its staff for their continued efforts in restoring power to the very many properties affected by the storm.

13.2 Green Lane
Councillor G Hynds

Councillor G Hynds stated that he had been contacted by residents of Green Lane reporting that lights had been removed by the Department for Infrastructure (DfI). Despite the lights having been maintained for many years, DfI had advised that the area had never been adopted. Councillor Hynds stated that the area now being left in darkness was unacceptable, especially given the current situation as regards violence towards women and girls, and proposed that a letter be sent to the Department highlighting concerns. This was seconded by Alderman J Baird and agreed.

13.3 Derriaghy Football Club
Councillor G Hynds

Councillor G Hynds referred to Derriaghy Football Club having won the Steel & Sons Cup on Christmas Day and asked that The Right Worshipful the Mayor, Councillor K Dickson, recognise this outstanding achievement. The Mayor agreed to this request.

At a later point in Any Other Business, the Chair of the Communities and Wellbeing Committee, Councillor D J Craig, advised that he had already agreed to host a reception for Derriaghy Football Club and this would be held in conjunction with the Mayor.

13.4 Follow Up on Actions from Special Council Meeting to Receive DfI Roads (Eastern Division) – 18 November, 2024

Councillor J Lavery having enquired about updates on actions from DfI Roads following the special meeting of Council on 18 November, 2024, the Chief Executive advised that the Director of Regeneration and Growth had been following up on this matter with DfI. The Chief Executive agreed to discuss this matter with him on his return from leave.

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13.5 Retirement of PCSP Officer
Councillor S Lowry

Councillor S Lowry, Chair of Lisburn & Castlereagh Policing and Community Safety Partnership, referred to the forthcoming retirement of PCSP Officer, Stephen Addley. She paid tribute to Mr Addley's many years of service both to the former Castlereagh Borough Council and to Lisburn & Castlereagh City Council. His contribution had been valued and appreciated across the Council and she stated that Mr Addley would be missed by Members and staff alike. At the request of Councillor Lowry, The Right Worshipful the Mayor, Councillor K Dickson, agreed to write a letter to Mr Addley thanking him for his years of service and wishing him well in his retirement.

At a later point under Any Other Business, Alderman S Skillen also paid tribute to Mr Addley.

13.6 Screen in Council Chamber for Zoom Display
Alderman J Tinsley

At the request of Alderman J Tinsley, it was agreed that Officers investigate the possibility of providing a screen in the Council Chamber so those in attendance in the Chamber were able to see those Members attending remotely.

13.7 March Meeting of the Governance and Audit Committee
Alderman S P Porter

At the request of the Chair of the Governance and Audit Committee, Alderman S P Porter, it was agreed that the meeting of that Committee scheduled for 13 March, 2025 would commence at the earlier time of 4.30 pm to facilitate Members' attendance at the Mayor's Community Awards later that evening.

13.8 Reconvening of Working Group
Deputy Mayor, Councillor R Carlin

The Deputy Mayor, Councillor R Carlin, advised that he had been in contact recently with a number of developers in the Carryduff/Fourwinds area and understood there had been some movement around Knockbracken. He proposed that the Council reengage with some of the landowners around the Carryduff Greenway and potentially reconvene the previously-established Working Group. This proposal was seconded by Councillor D Bassett and agreed.

14. Confidential Business

The matter 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).

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“In Committee”

It was proposed by Councillor A P Ewing, seconded by Alderman J Baird and agreed that the following items be considered “in committee”, in the absence of members of the press and public being present. The livestream was paused at this point.

- 14.1 Requirement to Enter Into a Section 76 Planning Agreement and Related Agreements for Planning Applications LA05/2022/0247/F and LA05/2022/0249/F
(Report will be made available after the agreement is signed and sealed)

It was proposed by Alderman M Gregg, seconded by Councillor B Higginson and agreed that approval be granted to the signing and sealing of these agreements by the Mayor and Chief Executive.

- 14.2 Local PEACEPLUS Action Plan: Theme 1 Regeneration/Transformation Match Funded Projects

Councillor D J Craig sought an update on the above matter, which had been considered at the January meeting of the Communities and Wellbeing Committee. The Director of Leisure and Community Wellbeing provided a verbal update on actions taken since that meeting and, following discussion, it was proposed by Councillor D J Craig, seconded by Alderman S P Porter and agreed that letters be forwarded to the Finance Minister and Education Minister as a matter of urgency.

Resumption of Normal Business

It was proposed by Alderman J Baird, seconded by Councillor A P Ewing and agreed to come out of committee and normal business was resumed. The live stream of the meeting was recommenced at this stage.

There being no further business for consideration, the meeting was terminated at 8.07 pm.

Mayor

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of the Special Meeting of the Council held in the Council Chamber and in Remote Locations on Thursday, 6 February 2025 at 6.03 pm**PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor K Dickson

Deputy Mayor
Councillor R Carlin

Aldermen J Baird, A G Ewart MBE, O Gawith,
A Grehan, A McIntyre and J Tinsley

Councillors D Bassett, R T Beckett, S Burns, P Catney,
D J Craig, N Eaton, A P Ewing, A Givan, A Gowan,
B Higginson, G Hynds, U Mackin, C McCready, M McKeever,
R McLernon and Rt Hon N Trimble

PRESENT REMOTELY:

Alderman M Gregg and H Legge
Councillors C Kemp, J Harpur, J Lavery BEM,
S Lowry, D Lynch, G McCleave and G Thompson

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Finance and Corporate Services
Director of Regeneration & Growth (Remote)
Head of Finance
Member Services Officers (BS CR)
Technician
IT Officer

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Councillor K Dickson welcomed those present to the special meeting of Council, which had been convened to consider recommendations in connection with the striking of the district rate for 2025/2026. The special meeting was being live-streamed to enable members of the public to hear and see the proceedings.

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

Councillor A Givan entered the meeting at 6.05 pm.

1. **Apologies**

It was agreed that an apologies for non-attendance at the meeting be accepted on behalf of Alderman S P Porter, Councillors J Gallen, P Kennedy, A Martin and T Mitchell, and the Director of Organisation Development and Innovation.

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2. Declarations of Interest

There were no declarations of interest.

3. Special Corporate Services Committee – 23 January, 2025

It was proposed by Councillor N Trimble, seconded by Councillor N Eaton, and agreed that the minutes of the special meeting of the Corporate Services Committee held on 23 January, 2025 be confirmed and signed.

4. Report by the Chief Executive

4.1 District Rate and Draft Estimates of Income and Expenditure for 2025/2026

Members had been provided with a copy of the Draft Estimates of Income and Expenditure for 2025/2026 for the various departments of the Council.

The Right Worshipful the Mayor invited the Chairperson of the Corporate Services Committee, Councillor N Trimble, to address the Council.

During his address Councillor Trimble acknowledged that setting the annual budget was one of the most important duties of the Council. The annual budget allows the Council to deliver vital services, support local businesses and enhance the quality of life for all the residents in many ways.

Councillor Trimble also referred to the recent challenges that were experienced by the Council during the recent Storm Eowyn and acknowledged the vital role of Council Officers and staff during and after the storm. He put on record his thanks to Officers and staff, many of whom had worked long hours to support the Council's emergency response efforts.

Councillor Trimble also highlighted the Council's focus was on achieving a balanced budget that protected essential services including waste collection, street cleansing, maintenance of parks and play areas, community facilities, environmental health services, and supporting local regeneration projects. He also spoke about the Council's aim to deliver initiatives that improved the wellbeing of residents such as enhancing recreational spaces and promoting safety and sustainability. He referred also to the rising costs faced by households and businesses which also impacted the Council. He advised that cost increases in the likes of waste services, supply contracts and employee wages all had to be accounted for whilst also endeavouring to ensure the Council's proposed district rate increase was as low as possible. Councillor Trimble welcomed the fact that the Council, once again, would be freezing its prices across all its leisure facilities.

In addressing the Council's ambitions for the future Councillor Trimble referred to the multi-million pound investment in the Dundonald International Ice Bowl which he stated would go towards growing the economy regionally, create jobs and enhance tourism locally and right across Northern Ireland. He also highlighted the

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4.1 District Rate and Draft Estimates of Income and Expenditure for 2025/2026

Council's capital programme of works which included Lough Moss sports facility, Laurelhill Sports Zone, the redevelopment of the former Hilden Primary School as well as much needed ongoing investment in the Council's vehicle fleet. He also referred to the Council's apprenticeship programme the aim of which would go towards building a skilled workforce for the future, and also the investment in the Council's Christmas programme of activities which had further enhanced the Council's reputation as a key visitor destination.

In concluding, Councillor Trimble, having put forward the proposals in connection with the striking of the district rate, commended the efforts of Members, the Chief Executive, Directors and all Officers during the estimates process, enabling the Council to keep the rate increase as low as possible.

Councillor N Eaton, Vice Chairperson of the Corporate Services Committee, also addressed the Council during which she too conveyed thanks for the efforts of the Chief Executive, Directors and Officers in bringing forward the proposals for the striking of the district rate, and indicated that she wished to second Councillor Trimble's proposals. Councillor Eaton also paid tribute to the Officers and staff for their dedication during Storm Eowyn many having left their own families at home to support those in need.

Councillor G Hynds, having acknowledged the efforts of Officers in bringing forward the district rate proposals, wished to put on record his concerns in relation to lack of investment in assets by the Council and associated unnecessary waste, and also in regard to legal costs incurred by the Council. Councillor Hynds indicated that, in view of his concerns, he would not be supporting the proposals in respect of the district rate that evening.

Several Members, on behalf of their respective political parties, spoke in support of the district rate proposals and they too paid tribute to the Chief Executive, Directors and Officers who had worked hard over a number of months to ensure a low as possible rate rise for 2025/2026.

It was proposed by Councillor N Trimble, seconded by Councillor N Eaton, and, on a vote being taken, agreed that:

- (a) approval be given to the suite of plans, policies, strategies and indicators contained within the estimates documents; and
- (b) the district rate for the financial year 2025/2026 be set at 3.99% for both the domestic and non-domestic rate.

There were 32 votes in favour and one vote against the above proposals.

Conclusion of the Meeting

At the conclusion of the meeting, The Right Worshipful the Mayor, Councillor K Dickson, also wished to convey his thanks to all Members, the Chief Executive and his team of Officers for their efforts throughout the estimates process.

Conclusion of the Meeting (Cont'd)

The Right Worshipful the Mayor thanked those present for their attendance and there being no further business, the Special Meeting concluded at 6.24 pm.

Mayor

DRAFT

CWC 04.02.2025

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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 4th February 2025 at 6.00 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Councillor J Craig (Chair)
 Alderman H Legge (Vice-Chair)
 Aldermen A Grehan, A McIntyre and P Porter
 Councillors T Beckett, J Gallen, B Higginson, S Lowry, G McCleave, and G Thompson

PRESENT IN A REMOTE LOCATION (COMMITTEE)

Alderman S Skillen
 Councillors D Bassett and C Kemp

OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER

Councillor G Hynds

OTHER MEMBERS OF COUNCIL PRESENT IN A REMOTE LOCATION

Alderman J Tinsley

IN ATTENDANCE:

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

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

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

1. Apologies

An apology for non-attendance at the meeting was accepted and recorded on behalf of Councillor T Mitchell.

2. Declarations of Interest

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

The following Declarations of Interest were made in regard to Item 4.1 of the Report of the Head of Communities – “Community Support Grant Funding”:-

- Councillor G Hynds - Committee member of Lisburn Recreation & Community Hub which is listed as seeking funding under this initiative.
- Councillor C Kemp – Non-remunerated Director/current Chairperson of Glenclare Community Group which is listed as seeking funding under this initiative.
- Alderman S Skillen - Non-pecuniary interest. Member of sports group associated with the Ballybeen Improvement Group which is listed as seeking funding under this initiative.
- Councillor G Thompson – Non-pecuniary interest. Observer on the Committee of Hillsborough & District Committee which is listed as seeking funding under this initiative.

Alderman S Skillen also made a declaration under Item 4.2 of the Report of the Head of Communities – “Community Festivals Funding” in relation to Ballybeen Improvement Group which is listed as seeking funding under this initiative.

3. Report of Director of Leisure & Community Wellbeing

3.1 Delegated authority to Communities & Wellbeing Committee Process for overseeing bonfires on Council-owned sites

In addition to the narrative report on the above matter, the following had been provided:-

- Paper and associated process for the managing of bonfires on Council-owned sites;
- Equality Screening document.

The Director responded to Members’ questions.

3.1 Delegated authority to Communities & Wellbeing Committee
Process for overseeing bonfires on Council-owned sites
(Continued)

It was proposed by Alderman A McIntyre, seconded by Alderman H Legge and agreed to recommend that delegated authority be granted to the Communities & Wellbeing Committee in relation to processes surrounding the management of bonfires on Council- owned lands. This delegated authority would include the ability to call a special meeting of the Communities & Wellbeing Committee to make decisions relating to Council-owned lands on which there is a bonfire.

3.2 DEA Local Investment Plan

A comprehensive report on the DEA Local Investment Plan (including the proposed Local Investment Programme for 2025/2026) had been provided.

The DEA Local Investment Plan is delivered by means of the funding streams listed below:-

- Community Facilities Fund;
- Sports Fund;
- Bursary Scheme;
- Community Conversation;
- DIY & Technical Fund.

The Director responded to Members' questions.

It was proposed by Alderman P Porter, seconded by Alderman A Grehan and agreed to recommend that - subject to approval of the Financial Resilience report being considered by the Corporate Services Committee on the 12th February 2025:-

- the delivery of the 2025/2026 DEA Local Investment Programme be agreed;
- the DIY & Technical Fund be increased by £40,000.00;
- the Community Facilities Fund be increased by approximately £100,000.00 for pitch development/maintenance;
- under the Community Facilities Fund, the criteria be varied so that any groups who had made application to the Fund outside of a two-year period would be eligible to re-apply.

Members asked that the Council's website be checked out to ensure that information on the availability of funding streams was up-to date.

4. Report of Head of Communities

4.1 Community Support Grant Outcome of Assessments 2025/2026

In addition to the narrative report, Members had been provided with copy of a table of outcomes of assessment under the Community Support Grant programme for 2025/2026.

The Head of Communities reported extensively on the above programme in terms of its objectives, the number of applications received during the application process, the outcome thereof and information sessions to engage with the public. It was noted that a Letter of Offer regarding funding had not as yet been received from the Department for the Communities so the projected amount from the DfC was being taken at risk.

The Head of Communities responded to Members' questions.

It was proposed by Alderman P Porter, seconded by Alderman A Grehan and agreed that:-

- the allocated amount of funding for each successful applicant based on weighted score be approved, it being noted that as the recommended percentage reduction was not being applied, the programme would come in over budget for 2025/2026;
- the unsuccessful applicants receive feedback and support from staff as required.

4.2 Community Festivals Funding 2025/2026

In addition to the narrative report, Members had been provided with copy of a table of outcomes of assessment under the Community Festivals Fund for 2025/2026.

The Head of Communities reported extensively on the above Fund in terms of its objectives, the number of applications received during the application process, the outcome thereof and information sessions to engage with the public. It was noted that a Letter of Offer regarding funding had not as yet been received from the Department for the Communities so the projected amount from the DfC was being taken at risk.

The Head of Communities responded to Members' questions.

4.2 Community Festivals Funding 2025/2026 (Continued)

It was proposed by Alderman P Porter, seconded by Alderman A Grehan and agreed that:-

- the allocated amount of funding for each successful applicant based on weighted score be approved, it being noted that as the recommended percentage reduction was not being applied, the programme would come in over budget for 2025/26;
- the unsuccessful applicants receive feedback and support from staff as required.

The Head of Communities noted a correction required to the DEA associated with the Moorcroft Rural Community Association.

5. Any Other Business – Non-Confidential

5.1 “Blue Bridge” at Hilden - Site visit Councillor G Hynds

Councillor G Hynds expressed his thanks to the Officers for facilitating a site visit to the Blue Bridge at Hilden and expressed the hope that the issues concerning this location could soon be resolved.

The Chair advised the Committee that there had been an assurance that the bridge itself was “sound”.

5.2 Strathearne Place/Delacherois Avenue, Hilden, Lisburn Councillor G Hynds

Councillor G Hynds referred to steps and railings in the vicinity of Strathearne Place/Delacherois Avenue, Low Road, Hilden which were in disrepair and posing health and safety issues. A lack of street lighting at this location also posed health and safety concerns.

The Head of Parks & Amenities was aware of the above issues and advised that he was addressing them. Councillor Hynds asked that the concerns be resolved as soon as possible.

5.3 Damask Community Outreach – Provision of Community Fridge Councillor G Hynds

Councillor G Hynds advised of the recent launch of a Community Fridge by the Damask Community Outreach. This project had been the recipient of funding under the Community Support Fund.

5.4 Storm Éowyn
Councillor B Higginson

Councillor B Higginson expressed his thanks to the Head of Communities and her team for the assistance provided in the aftermath of Storm Éowyn on the 24th January 2025.

Reference was made to the visit made to the Council's area by Gordon Lyons, Minister for the Communities, to view the destruction caused by Storm Éowyn and the steps being taken by the Council to assist the community. The Department of Communities had made available a £1m emergency fund to assist householders in the aftermath of the Storm. This fund was being administered by Councils. On behalf of a number of householders who had benefited from this fund, Councillor Higginson passed on their thanks to the Head of Communities and her team.

The thanks to the Head of Communities and her team were endorsed by Aldermen P Porter and S Skillen.

5.5 Applications for Funding – Assistance to Applicants
Alderman P Porter

Alderman P Porter enquired if a course could be organised for unsuccessful applicants for grant-aid, the aim of such a course being to fully equip and inform them on the pre-requisites for a fully completed application.

The Head of Communities confirmed that the aim of the Communities Team was to enable comprehensive applications to be made; however the process is highly competitive as a limited amount of funding is available. Engagement sessions had been held for recent grant-aid programmes, and more outreach clinics would be organised.

5.6 Applications for Funding – Marked Score
Alderman P Porter

The officers noted comments made by Alderman P Porter about the anomalies presented by a marked scoring type of assessment in grant-aid applications.

6. Confidential Report from Director of Leisure & Community Wellbeing

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

6.1 Community Investment Fund - Letter of Offer: Carryduff GAC
(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available in June 2025.

6.2 Variation to Contract

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

Redacted report to be available in April 2025.

6.3 Stewarding & Crowd Control

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

Redacted report to be available in July 2025.

In Committee

It was proposed by Councillor T Beckett, seconded by Councillor B Higginson and agreed that the Confidential Report of the Director be considered "in Committee". (Recording was paused at this stage in proceedings, and any members of the press and public left the meeting.) (6.39 pm)

6.1 Community Investment Fund Letter of Offer: Carryduff GAC

Presented by the Head of Communities who, together with the Director of Leisure & Community Wellbeing, responded to Members' questions.

It was proposed by Councillor J Gallen, seconded by Councillor D Bassett and agreed to recommend that a formal Letter of Offer be issued to Carryduff GAC to commence the project as described in its submission associated with its application under Phase 3 of the Community Investment Fund.

The Director advised that a report on the CIF would be presented to the Committee later in the year, such a report to include the terms and conditions of the Fund and an update on those three organisations who had been issued with a Letter of Offer "in principle".

Particular concern was voiced by Members about the Peace Plus funding and how a non-decision by the funding body to date was impacting on groups attempting to meet their funding requirements under the above Fund.

6.2 Variation to Contract

Presented by the Head of Parks & Amenities who responded to Members' questions.

It was proposed by Alderman H Legge, seconded by Councillor J Gallen and agreed to recommend that Option 1 as set out in the report with regard to the "Static Attendance and Open & Close of Sites" contract as provided by the firm detailed in the report be agreed.

6.3 Stewarding & Crowd Control

Presented by the Head of Parks & Amenities who responded to Members' questions.

In addition to the narrative report, the Equality screening document had been provided.

It was proposed by Alderman A McIntyre, seconded by Alderman P Porter and agreed to recommend that:-

- the report on Stewarding & Crowd Control be noted;
- the Business Case for the Stewarding & Crowd Control contract be approved; and
- Option 2 as contained in the Business Case be accepted and be progressed to procurement.

Alderman S Skillen and Councillor D Bassett left the meeting on a remote basis during discussion of this item. (7.11 pm)

7. Any Other Business – Confidential

7.1 Lough Moss Leisure Centre – Feasibility Study Councillor J Gallen

Councillor J Gallen referred to the demand for increased leisure facilities in the Carryduff area.

It was proposed by Councillor J Gallen, seconded by Councillor B Higginson and agreed that the consideration of a swimming pool at Lough Moss Leisure Centre be explored in the Feasibility Study being carried for that facility. The Director outlined to the Committee, the Council's Capital Governance process and reminded Members that the feasibility was not an investment decision.

7.2 Meeting attendees at remote locations Alderman P Porter

Alderman P Porter stated that meeting attendees in the Chamber should be aware of who is attending the meeting on a remote basis.

It was agreed that this matter be explored and until this information was available on a screen in the Chamber, the attendee list be read out at the meeting.

7.3 “Santos” Football Pitch
Councillor B Higginson

Councillor B Higginson enquired about the football pitch at the Scout field in Carryduff which had previously been leased by Santos Football Club.

The Head of Parks & Amenities advised that the football pitch was in fact available for bookings and that portaloos would be made available on-site.

7.4 Aberdelghy Golf Clubhouse
Councillor G Hynds

In response to comments from Councillor G Hynds, the Head of Sports Services advised that preparation of a Feasibility Study in relation to Aberdelghy Golf Clubhouse was underway.

Resumption of Normal Business

It was proposed by Councillor S Lowry, seconded by Alderman A McIntyre and agreed to come “out of Committee”. Normal business and the audio recording were resumed.

8. Any Other Business

Dealt with under Item 5.

The meeting concluded at 7.32 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 Tuesday 5 February 2025 at 6.03 pm****PRESENT IN CHAMBER:**

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

PRESENT IN REMOTE LOCATION:

The Right Worshipful the Mayor, Councillor K Dickson
 Councillors A Gowan, G McCleave and N Parker

OTHER MEMBERS PRESENT IN CHAMBER

Alderman A Grehan

OTHER MEMBERS IN REMOTE LOCATION:

Alderman M Gregg
 Councillor B Higginson

IN ATTENDANCE:

Acting Director of Environmental Services (RH)
 Head of Service (Building Control & Sustainability) (CD)
 Head of Service (Waste Management & Operational Services) (WM)
 Acting Head of Service (Environmental Health, Risk & Emergency Planning) (SC)
 Member Services Officers (CH, EW)

Commencement of the Meeting

The Chairperson, Councillor P Catney, welcomed those present to the meeting and advised that it would be audio recorded unless the item on the agenda was to be considered under confidential business. The Chair stated that unauthorised recording was not permitted, as per the Council's Standing Orders. The Chair asked that mobile phones be put on silent or switched off for the duration of the meeting.

In accordance with the Protocol for Remote Meetings, the Chairperson asked that those attending via zoom to ensure that the meeting could not be seen or heard by any other person at their remote location when confidential business was being considered. The Chairperson proceeded to outline the evacuation procedures in the case of an emergency.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman S Skillen and Councillor P Kennedy.

2. Declarations of Interest

The following Declarations of Interest were made:

- Alderman J Baird in respect of Item 3.1 – “Fixed Penalty for The Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024” and Item 3.2 – “Transfer of Landlord Registration Scheme to Local Councils” given that he was a landlord; and
- Councillor A Gowan in respect of Item 3.1 – “Fixed Penalty for The Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024” and Item 3.2 – “Transfer of Landlord Registration Scheme to Local Councils” given that he was a landlord.

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

3.1 Fixed Penalty for The Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024

Having declared an interest in items 3.1 and 3.2, Councillor A Gowan left the meeting remotely at the commencement of the above item (6.08 pm).

The Committee considered a report which provided information in connection with The Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024, which were made on 27 November 2024. It was reported that the Regulations emanate from Section 10 of the Private Tenancies Act Northern Ireland) 2022, with the intent to reduce the risk of injury or death, caused by electrical fault within private rental properties.

Copies of the letter and Regulatory Impact Assessment (RIA) from Department for Communities were circulated for Members consideration.

Compliance deadlines were reported as follows:

- 1 April 2025: new tenancies must be compliant; and
- 1 December 2025: existing tenancies must be compliant, or the date the first electrical inspection and testing is carried out.

The Committee noted that a landlord who committed an offence under the enactment would be liable on summary conviction to a fine not exceeding level 5 (maximum £5000) on the standard scale, or a Fixed Penalty Notice of maximum one fifth of this amount as set by Council. Therefore, the maximum Fixed Penalty Notice charge permitted to be set by Council was £1,000 and other councils indicated their intention to set the Fixed Penalty offence amount at a similar level.

3.1 Fixed Penalty for The Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024 (Cont'd)

Following discussion, it was proposed by Alderman J Tinsley, seconded by Councillor R McLernon, and agreed to recommend that the Fixed Penalty level offence amount at £1,000 be approved, for the Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024, as applied by Article 68A of the Private Tenancies Order (Northern Ireland) 2006.

3.2 Transfer of Landlord Registration Scheme to Local Councils

The report outlined the background, key issues and provided an update in relation to the transfer of the Landlord Registration Scheme to local councils as the project neared completion. The Committee were reminded that it was agreed in March 2023, that Lisburn and Castlereagh City Council would act as the lead council in the preparation for, and transfer of the functions under the Landlord Registration Scheme within Northern Ireland.

It was reported that the Landlord Registration Scheme was currently managed by the Department for Communities (DfC), and the function would transfer to local councils in March 2025. The Committee noted updates in relation to the following:

- New Website and Registration Portal: new system 'go live' 3 March 2025;
- Appointment of New Landlord Registration Team: all three positions had been filled;
- Communications Plan: DfC advertising campaign to go live February 2025;
- Governance Structures Post transfer: MoU agreed, new operation model and timeline for regulation change brought forward by DfC.

A copy of a document entitled 'Landlord Registration Scheme Additional Information', alongside the Equality Screening were circulated for Members consideration.

Following discussion, the Committee agreed to recommend that the update on the transfer of the Landlord Registration Scheme to local councils be noted.

4. Any Other Business

4.1 Stray/Abandoned Dog

Councillor A Gowan returned to the meeting remotely following consideration of Items 3.1 and 3.2 (6.19 pm).

During lengthy discussion, the Acting Director of Environmental Services received questions from a number of Members in relation to the abandoned dog, in respect of:

- the duty of care to Council Officers and reassurance of Members support;
- engagement with USPCA;
- communications made by the Council; and
- visitation rights/access to abandoned dog by any potential owner.

A number of Members referred to the length of time the abandoned dog had remained in Kennels and reiterated their desire to find a positive resolution as soon as possible.

The Acting Director of Environmental services reported that 'Frequently Asked Questions (FAQs)' had been published on the Council website, which addressed a number of misconceptions, and clarified the legal requirements the Council were obliged to follow.

Responding to questions raised by a Member of the Committee, the Acting Director stated that, as there were legal proceedings ongoing, the assessment reports would not be released; and advised that information on the variations in assessment criteria were included in the briefing that Members had received earlier that day.

Vice-Chairperson, Councillor G Hynds put on record that Members had not received details in relation to the variation in assessment criteria across the four assessments that had been carried out.

It was proposed by Vice-Chairperson, Councillor G Hynds that the Council release the assessment reports to Committee Members. At this point, the Chairperson, Councillor P Catney, stated that the proposal would not be permitted to proceed due to the ongoing legal process.

4.2 Notice of Motion – Clean Air Quality Councillor M McKeever

Referring to the response included in the February Information and Correspondence Schedule in respect of the 'Air Quality Notice of Motion'; Councillor M McKeever passed on a message of appreciation to Officers, for their hard work and cross departmental efforts, on behalf of his colleague, Councillor S Lowry.

Responding to a query in respect of the review timescale for the purpose of progress tracking; the Head of Service for Building Control and Sustainability confirmed that a number of the recommendations would be continuously assessed, however he would liaise directly with Councillor S Lowry to provide further information on review timescales.

4.3 Dog Attack Councillor C McCready

Councillor C McCready passed on his appreciation to the Acting Director of Environmental Services and his team for their proactive response the previous weekend, in respect of a dog attack in the Council area. Responding to a question in relation to the emergency number being displayed in a prominent location on the Council Website; the Acting Director of Environmental Services confirmed that the request had been actioned.

4.4 East Down View Incident Vice-Chairperson, Councillor G Hynds

Vice-Chairperson, Councillor G Hynds passed on his appreciation to the Head of Service for Waste Management and Operational Services and his team, for their swift clear up following an incident at East Down View.

4.5 Storm Eowyn

Councillor M McKeever put on record his gratitude to staff for their efforts in respect of bin collections following the disruption to the service during storm Eowyn. Responding to a question in relation to the disruption to the service, the Acting Director of Environmental Services confirmed that it took approximately three working days to get caught up on bin collections following Storm Eowyn.

The Chairperson, Councillor P Catney passed on his appreciation to the Chief Executive, Directors and Officers for their impressive efforts during Storm Eowyn.

4.6 Fleet Strategy Vice-Chairperson, Councillor G Hynds

Responding to a query raised by the Vice-Chairperson, Councillor G Hynds in respect of the fleet strategy; the Acting Director of Environmental Services confirmed that the fleet strategy was due to be presented for Members consideration at the March 2025 meeting of the Environment and Sustainability Committee.

“In Committee”

It was proposed by Alderman O Gawith, seconded by Alderman J Baird, and agreed that the following matters be considered “in Committee,” in the absence of members of the press and public being present.

Members of the press and public seated in the public gallery left the Council Chamber (6.48 pm).

4.6 Fleet Strategy (Cont'd)

It was proposed by Alderman O Gawith and seconded by Alderman J Baird to recommend that:

- a further four (4) new RCVs be procured immediately for delivery in the 25/26 financial year given the previous business case would still be relevant for this additional procurement; and
- the business case and fleet strategy explore the procurement of at least an additional four RCVs the following year.

Officers responded to a number of comments and questions by Members in respect of the Councils current position in relation to fleet procurement.

4.6 Fleet Strategy (Cont'd)

The Acting Director of Environmental Services noted Members disappointment and frustration in respect of the delay in procuring the four new RCVs, as agreed in September 2024.

The Director reiterated that the fleet strategy, which was due to be presented for Members consideration at the March 2025 meeting of the Environment and Sustainability Committee, would include a replacement schedule.

During lengthy discussion, a number of Members spoke in support of Alderman O Gawith's proposal. Councillor C McCreedy also speaking in support of the proposal, requested that an addition be added to the proposal as follows:

- a report be tabled to a future meeting of the Environment and Sustainability Committee, detailing the procurement timeline to date, for the four RCVs approved for purchase by Council in September 2024.

Alderman O Gawith indicated his agreement to include the above addition to his proposal, as requested by Councillor C McCreedy.

Following a vote the Committee agreed unanimously to the proposal.

4.7 Stray/Abandoned Dog Vice-Chairperson, Councillor G Hynds

Alderman O Gawith left the meeting at the commencement of this item (7.48 pm).

Alderman J Baird left the chamber at 7.51 pm and returned (7.53 pm).

The Acting Director of Environmental Services in noting concerns raised by the Vice-Chairperson, Councillor G Hynds, clarified that the Frequently Asked Questions (FAQs) in respect of the abandoned dog had been emailed to Members prior to being published on the Council website. Members noted that an issue had been identified with the Members email distribution list during Storm Eowyn and requested the issue be investigated.

Resumption of Normal Business

It was proposed by Councillor M McKeever, seconded by Alderman A McIntyre, and agreed to come out of Committee and normal business was resumed.

There being no further business, the meeting concluded at 7.55 pm.

Chairperson

CSC 12.02.2025

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 12th February 2025 at 6.00 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Councillor The Hon N Trimble (Chair)

Councillor N Eaton (Vice-Chair)

The Right Worshipful The Mayor
Councillor K Dickson

Aldermen A Ewart MBE, M Gregg and A Grehan

Councillors A Ewing, A Givan, J Harpur, B Higginson,
C Kemp and D Lynch**PRESENT IN A REMOTE LOCATION (COMMITTEE)**Deputy Mayor
Councillor R Carlin

Alderman H Legge

Councillor J Lavery BEM

OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER:

Alderman O Gawith

Councillors P Catney and G Hynds

OTHER MEMBERS OF COUNCIL PRESENT IN a REMOTE LOCATION:

Alderman J Tinsley

Councillor J Gallen

IN ATTENDANCE:Chief Executive (Remote)
Director of Finance & Corporate Services
Director of Regeneration & Growth (Remote)
Head of Assets
Head of Corporate Communications & Administration
Head of Human Resources & Organisation Development
Member Services Officers (RN & EW)

Commencement of Meeting

The Chair, Councillor N Trimble, 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 8.5 of the Council's Standing Orders. Mobile phones were to be turned off or on silent mode for the duration of the meeting.

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

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

The Deputy Mayor, Councillor R Carlin; and Alderman H Legge joined the meeting on a remote basis during the housekeeping announcements. (6.02 pm and 6.03 pm respectively.)

Meeting attendees at remote locations

Councillor B Higginson enquired about the provision of a screen in the Chamber so that those attendees in the Chamber might be aware of those persons who were attending the meeting on a remote basis. The Director of Finance & Corporate Services informed Members as to why this facility had been available for a Council meeting but was not yet available for Committee meetings. The Director advised that the provision of such a facility was being investigated with the consultants for the public address system and that an additional piece of equipment would be required.

The Chairman advised of those Members and Officers who were in attendance on a remote basis.

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillors T Beckett and G McCleave; the Director of Organisation Development & Innovation, and the Head of Finance.

2. Declarations of Interest

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

There were no Declarations of Interest.

3. Report of Director of Finance & Corporate Services

3.1 Notice of Motion - Transparency

A Notice of Motion on the subject of “Transparency” had been proposed by Councillor G Hynds and seconded by Councillor P Catney at the meeting of Council held on the 28th January 2025. The Council had agreed that the Notice of Motion be referred to the Corporate Services Committee for consideration. The Notice of Motion was set out in the Director’s report.

Councillors Hynds and Catney are not members of the Corporate Services Committee. However the Chairman invited them to speak to the Motion at this juncture in the meeting. This was agreed by the Committee.

Councillor Hynds presented his Notice of Motion and elaborated on its content. Councillor P Catney spoke in favour of the Notice of Motion and expressed concern that minority parties were not represented on various groupings in the Council such as the Party Group Leaders Forum.

The Deputy Mayor, Councillor R Carlin; Alderman O Gawith and Councillor B Higginson spoke in favour of the Notice of Motion and advised that their respective parties would be supporting it.

It was proposed by Councillor C Kemp, seconded by the Deputy Mayor, Councillor R Carlin, and agreed that the Notice of Motion on the subject of Transparency be adopted.

Alderman J Tinsley joined the meeting on a remote basis during discussion of this item. (6.05 pm)

Councillor D Lynch left and returned to the Chamber during discussion of this item. (6.18 pm and 6.19 pm respectively)

Councillor P Catney left the Chamber at the conclusion of this item. (6.21 pm)

4. Report of Director of Organisation Development & Innovation

4.1 Efficiency Review Steering Group Meeting – 7th January 2025

In the absence of the Director of Organisation Development & Innovation, her report was presented by the Head of Human Resources & Organisation Development.

In addition to the narrative report, copy of the outcome report of the meeting of the Efficiency Review Steering Group (ERSG) held on the 7th January 2025 had been provided. The outcome report detailed the steps that would be taken so that the Corporate Services Committee which is the decision-making

4.1 Efficiency Review Steering Group Meeting – 7th January 2025 (Continued)

committee for the ERSG would be more informed of the decisions that it was being asked to consider and agree.

It was agreed to recommend that the outcome report of the ERSG meeting held on the 7th January 2025 be noted.

Councillor B Higginson left the Chamber during the presentation of this item. (6.22 pm)

5. Report of Head of Corporate Communications & Administration

5.1 2025 Anniversaries Working Group – Update

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

- Minutes of meeting of the VE Day 80th Anniversary Working Group held on the 13th January 2025;
- Anniversary Programme (as of 6th February 2025), together with associated budgetary costs.

In addition to VE Day, the Head of Service outlined preliminary arrangements for the commemoration of VJ Day.

A number of Members commended the Working Group and the Officers for the work that was being put into the commemorations.

It was proposed by Alderman H Legge, seconded by The Right Worshipful The Mayor, Councillor K Dickson, and agreed that the minutes of the meeting of the Working Group held on the 13th January 2025 and also the Anniversary Programme (as at the 6th February 2025) be noted.

The Head of Corporate Communications & Administration advised that – whilst the final number was not yet known - the number of applications to the VE Day 80 Small Grants Fund would appear to be over-subscribed. If that is the case, a report on this matter would be made to the Communities & Wellbeing Committee, the Head of Service having noted comments about a desire to increase the fund in the event of over-subscription.

Councillor G Hynds made Members aware that a local RAF veteran – Mr Fred Jennings - would hope to be celebrating his 100th birthday within the next few days. The Ulster Aviation Society would be marking this milestone birthday.

Councillor B Higginson returned to the Chamber during presentation of this item. (6.24 pm)

6. Report of Head of Finance

6.1 Department of Finance for NI Supplementary Consultation on Domestic Rating Measures (Closing date: 25th April 2025)

In the absence of the Head of Finance, her report was presented by the Director of Finance & Corporate Services.

The Department of Finance had launched a supplementary consultation in regard to Domestic Rating Measures with a closing date of the 25th April 2025.

The proposals contained in the supplementary consultation were outlined in the report, with the consultation being available at:-

<https://www.finance-ni.gov.uk/consultations/supplementary-consultation-domestic-rating-measures>

Given the nature of the proposals contained within the consultation and that it was probable that individual councillors/political parties would have different views thereon, it was agreed to recommend that the consultation be noted.

The Director advised that the Minister of Finance was working with both SOLACE and NILGA on this matter, and that if any information was received from those bodies, it would be circulated to Members which could assist them in their responses.

Councillor J Gallen left the meeting on a remote basis at the conclusion of this item. (6.29 pm)

7. Report of Head of Assets

7.1 Update on Preparation for New Procurement Regulations

The Head of Assets referred to a new Procurement Act which was due to go live on the 24th February 2025. The Head of Assets outlined the differences between the new and the current regulations and reported extensively on work already carried by the Procurement Unit and that planned so as to meet the requirements of the regulations.

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

- the implications of the legislation, together with actions both already implemented and those planned, be noted and agreed;

7.1 Update on Preparation for New Procurement Regulations (Continued)

- in the interim and ahead of amendments to the Accounting Manual, the adoption of a MAT (Most Advantageous Tender) approach as opposed to the MEAT (Most Economically Advantageous Tender) approach be agreed with the MAT approach to be outlined in a section of the business case and be explicit when being presented to Committee;
- a further update report be brought to the Committee in June 2025 by which time the new legislation would have been in place for a few months.

8. Any Other Business – Non-Confidential

8.1 Meeting attendees at remote locations Alderman A Ewart

In response to a question from Alderman A Ewart, the Director of Finance & Corporate Services explained the reasons as to why attendees in the Chamber at a recent Council meeting had been able to see those attendees at a remote location but that this facility - at present - was not possible for Committee meetings. (It had been to do with the fact that the Council meeting was already live-streamed with technicians in attendance.)

9. Confidential Report from Director of Finance & Corporate Services

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

9.1 Single Tender Action Quarterly Update - December 2024 (Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available following ratification by Council on the 25th February 2025.

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

Redacted report to be available following ratification by Council on the 25th February 2025 and the signing of contracts.

9.3 Management Accounts – Period 9 (2024/2025) (Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information.)

Redacted report to be available following ratification by Council on the 25th February 2025.

9. Confidential Report from Director of Finance & Corporate Services (Continued)

9.4 Building Resilience

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

Report will become available when final financial statements are released.

In Committee

It was proposed by Councillor A Ewing, seconded by Councillor B Higginson and agreed that the Confidential Report of the Director be considered “in Committee”. (Recording was paused at this stage in proceedings, and any members of the press and public left the meeting.) (6.37 pm)

In advance of consideration of the confidential reports, Alderman A Grehan expressed concern at the temperature of the Chamber and asked that it be brought to a more comfortable level. This request was noted by the Officers for appropriate action.

The Head of Corporate Communications & Administration left the Chamber. (6.40 pm)

9.1 Single Tender Action Quarterly Update - December 2024

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

In addition to the narrative report, a schedule of contracts awarded under the Single Tender Award process for the period 1st April 2024 – 31st December 2024 was provided and duly noted. Members’ attention was drawn to the fact that the number of STAs was significantly lower compared to the similar time period in the financial year of 2023/2024.

9.2 Report on Tender Awards

Presented by the Head of Assets.

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

It was proposed by Councillor J Harpur, seconded by Councillor B Higginson and agreed to recommend that the tenders awarded in regard to the following contracts, together with the attendant tender reports, be noted:-

- T24/25-027: “Pathways to Employment for Individuals with a Disability” Programme;
- T24/25-039: Replacement Synthetic Carpet, Maghaberry Community Centre;
- T2425-017: Provision of Staff Uniforms for LCCC Sports Services Unit;
- T24/25-031: Play Area Refurbishment 2024-2025.

9.2 Report on Tender Awards (Continued)

It was further agreed on the Proposal made by Councillor Harpur and seconded by Councillor Higginson to recommend that the signing and sealing of the Tender documents be approved.

9.3 Management Accounts – Period 9 of 2024/2025

In the absence of the Head of Finance, her report was presented by the Director of Finance & Corporate Services who responded to Members' questions.

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

The Director agreed to speak off-line with Alderman A Ewart or provide him with information in relation to staffing costs and in particular those attributable to agency costs.

9.4 Building Resilience

Presented by the Director of Finance & Corporate Services who responded to Members' questions

A report on building resilience from a financial perspective had been provided. The Director explained the content thereof and highlighted pertinent issues with particular reference to the Repairs & Renewals Fund and the ongoing Asset Management Strategy.

It was proposed by Councillor B Higginson, seconded by Alderman A Grehan and agreed to recommend that the proposed approach to allocating the underspend relating to 2024/2025 and as outlined in the report be approved.

10. Any Other Business – Confidential

10.1 Local Government Staff Commission 2025/2026 Contribution for Continuing Operations Alderman A Ewart

Alderman A Ewart referred to correspondence dated the 14th January 2025 from the Local Government Staff Commission for Northern Ireland (LGSC) which had been included in the February 2025 Information & Correspondence Schedule for Finance & Corporate Services.

The letter sought payment from the Council by way of its 2025/2026 contribution for the continuing operations of the LGSC.

CSC 12.02.2025

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10.1 Local Government Staff Commission
2025/2026 Contribution for Continuing Operations (Continued)

It was proposed by Alderman A Ewart, seconded by Councillor B Higginson and agreed that the LGSC be asked to provide a breakdown of its continuing operations which had resulted in an increase in the apportioned contributions from councils.

The Chief Executive clarified the amount of the Council's contribution. The Director of Finance & Corporate Services confirmed that – in line with delegated authority for the payment of annual subscriptions/contributions for which there was budget in the Estimates, the LGSC contribution would be paid.

The Head of Corporate Communications & Administration returned to the Chamber during discussion. (7.10 pm)

Resumption of Normal Business

It was proposed by The Right Worshipful The Mayor, Councillor K Dickson, seconded by Councillor A Ewing and agreed to come “out of Committee”. Normal business and the audio recording were resumed.

11. Any Other Business

Dealt with under Item 8.

The meeting concluded at 7.11 pm.

MAYOR/CHAIR

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 Monday, 13 February 2025 at 6.00 pm****PRESENT IN THE CHAMBER:**

Alderman A Grehan (Chairperson)

Alderman A G Ewart MBE (Vice Chairperson)

The Right Worshipful the Mayor
Councillor K Dickson

Aldermen J Baird and M Gregg

Councillors J Gallen, J Harpur, C Kemp, U Mackin,
A Martin, C McCready and T Mitchell**REMOTE ATTENDANCE:**

Councillors J Lavery BEM, D Lynch and N Parker

OTHER MEMBER:

Councillors G Hynds (Chamber)

IN ATTENDANCEDirector of Regeneration & Growth
Head of Economic Development
Head of Planning & Capital Development
Head of Assets
Member Services Officers (BS and EW)
IT Officer**Commencement of Meeting**

The Chairperson, Alderman A Grehan, extended a welcome to all present at the February meeting of the Committee and reminded those present that the meeting was being audio recorded unless the item was being considered under confidential business.

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

Alderman M Gregg entered the meeting at 6.02 pm and Councillor D Lynch joined the meeting remotely at 6.03 pm.

1. **Apologies**

There were no apologies recorded.

2. Declarations of Interest

Alderman J Baird declare a pecuniary interest in respect of item 3.2 Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation in view of his company having benefited from this grant scheme.

During the course of the meeting the following declarations were declared in respect of item 6.2 Extension to Leases:

- Councillor T Mitchell - in view of him being a shareholder in Ballymacash Sports Academy (pecuniary interest)
- Councillor A Martin – in view of his interest in Lisburn Recreation & Community Hub of Lisburn Rangers (non-pecuniary interest)
- Councillor G Hynds – in view of his interest in Lisburn Recreation & Community Hub of Lisburn Rangers (non-pecuniary interest)

3.0 Report of Head of Economic Development

3.1 Tourism Strategy & Action Plan 2025 - 2030

The Head of Economic Development's report highlighted the background and key issues in connection with the Council's Tourism Strategy and Action Plan 2025/2026 which had been developed following a structured consultation process, workshops with Elected Members and industry representatives, a period of research, analysis and a public consultation exercise.

A copy of the Tourism Strategy and Action Plan 2025/2026 had been appended to the Officer's report together with a feedback report from the 8-week consultation process.

The Head of Economic Development responded to questions from the Committee on issues arising out of the report, including:

- the proposed 33.6% increase in revenue generation via tourism in Lisburn and Castlereagh throughout the Strategy's 6-year lifespan which represented a 5.6% per annum increase each year, and
- any effects on the targets as a result of the introduction of the Electronic Travel Authorisation scheme

The Director of Regeneration & Growth also addressed the Committee in connection with the issues raised.

3.1 Tourism Strategy & Action Plan 2025 – 2030 (Cont'd)

It was proposed by Councillor C Kemp, seconded by Councillor U Mackin, and agreed to recommend that the final version of the LCCC Tourism Strategy with the associated Action Plan 2025-2030 be approved, both Members having expressed thanks to the Officers concerned for their efforts thereon.

3.2 NI Enterprise Support Service: Go Succeed

Alderman J Baird left the meeting at this point having declared a pecuniary interest in this item of business (6.14 pm).

The Head of Economic Development's report highlighted the background and key issues in connection with the NI Enterprise Support Service which had been branded "Go Succeed" and which was designed to support individuals and businesses throughout their start-up and growth journey.

The report outlined that Belfast City Council (BCC), the lead Council for the initiative, had been engaging with the UK Shared Prosperity Fund on behalf of all Councils to secure a 12-month extension and that these discussions were anticipated to reach a conclusion by the end of this financial year. It was noted that during the interim period, BCC Programme Management Office faced the risk of losing key personnel due to a lack of committed funds and that to address this and ensure the feasibility of any future extension, BCC had requested each Council to contribute £48,000 towards staff costs for programme delivery in 2025/26.

The Head of Economic Development responded to a question from a Member who had requested clarification on the anticipated level of funding for the Lisburn and Castlereagh area which included an additional amount for staff costs. The Member welcomed the funding that was coming into the Council area which would help many businesses to succeed.

It was proposed by Alderman M Gregg, seconded by the Vice Chairperson, Alderman A G Ewart, and agreed to recommend that the Council commit £48,000 for 2025/26, for the reasons outlined, on the basis of proportionality, pending any additional UKSPF funding secured.

3.3 Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation (TRPSI) Programme

Alderman J Baird returned to the meeting at 6.19 pm.

The Head of Economic Development's report highlighted the background and key issues in connection with the Rural Business Development Grant Scheme under the Tackling Rural Poverty and Social Isolation (TRPSI) Programme.

The Head of Economic Development reported that 43 applications had scored above the 65% scoring threshold and that following the success of the current call for applications DAERA had been able to source additional funds to allow all applications who had scored above the threshold score of 65% to be issued with a Letter of Offer.

The Committee had been furnished with a summary of all the successful applications to the above Rural Business Development grant scheme.

A Member welcomed the success of the above grant scheme, two small businesses in their DEA having received funding under this grant scheme.

It was agreed that the update report and summary in connection with the Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation be noted.

4. Report of the Head of Planning & Capital Development

4.1 Access to Justice in relation to the Aarhus Convention (a Call for Evidence)

The Head of Planning & Capital Development's report highlighted the background and key issues in connection with a Call for Evidence on Access to Justice in relation to the Aarhus Convention from the Department of Justice.

The Committee had been furnished with a copy of the Department's consultation document and questionnaire.

The Head of Planning & Capital Development drew the Committee's attention to Section 4 of the consultation document in which the Department highlighted relevant case law and the flexibility already available to judges in Northern Ireland in allowing cases to proceed after the existing time limits are expired.

Taking account of the key issues outlined in his report the Head of Planning & Capital Development recommended the following response to Section 4 of the consultation:

4.1 Access to Justice in relation to the Aarhus Convention (a Call for Evidence) (Cont'd)

It is the experience of this Council that cases are normally brought without delay and that it may only be in an exceptional circumstance where a judge may require flexibility. This issue, however, is wider than the costs protection regulations and it is recommended that caution is exercised as making any change has wider implications for Judicial Review. These potential implications are not engaged in this call for evidence. A further and more wide-ranging review is required of Aarhus as a means of securing access to justice. We recommend that the Department consult more widely and beyond the narrow scope of Costs Protection Regulations.

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

- a) the limitations on the ability of the Council to engage constructively in the Department of Justice's Call for Evidence consultation process, as outlined in the report, be noted, and
- b) a response be issued to the Department of Justice to Section 4 of the call for evidence as outlined above.

5. Report by Head of Assets

5.1 Bells Lane – Dunmurry Gospel Hall

The Head of Asset's report highlighted the background and key issues in connection with a request to the Council by Dunmurry Gospel Hall for permission to erect a temporary portable building within Bells Lane car park in order to facilitate gospel meetings from late August through September 2025 and also the requirement for the Council temporarily setting aside the relevant Byelaws.

The Head of Assets responded to questions from two Members in connection with:

- a) any impact on visitors to nearby facilities due to the use of the car park by Dunmurry Gospel Hall, and
- b) any objections raised during the consultation with neighbours.

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

- a) the Council approve the request to utilise Bells Lane car park to erect a temporary portable building for Dunmurry Gospel Hall to facilitate gospel meetings, and
- b) the Council approve the setting aside of the Byelaws to enable this request to progress.

6. Any Other Business

6.1 Vacant Properties in Lisburn City Centre Councillor U Mackin

Councillor U Mackin requested an update on work to address the gradual increase in the number of vacant properties in Lisburn City Centre.

In response the Director highlighted a number of actions that had been on-going to address the issue of vacant properties, including:

- the reserve funds that had been set aside for this area of work
- approximately 40 submissions having been received following a call for Expressions of Interest.
- a number of expressions of interest would be re-directed to other appropriate sources of funding
- continued liaison with DfC in respect of High Street initiatives including funding access
- the maintaining and monitoring of a vacant unit register
- the directing of investors' applications through the planning team for triage
- the recruitment of the project manager post
- plans to build on the positives arising out of the successful Christmas light festival for the high street

The Director gave an assurance that a report on the plans to address vacant properties in Lisburn City Centre would come before the Committee in the next few months.

6.2 Promotion of Lisburn & Castlereagh Tourism Councillor C McCready

Councillor C McCready welcomed the Lisburn and Castlereagh tourism screens that were in place at the newly opened Chicken-Fil-A restaurant at the Applegreen Lisburn South Filling station. Councillor McCready particularly welcomed the fact that visitors and tourists coming into the area would see the tourism offering across the Lisburn and Castlereagh area. Councillor McCready also enquired about any plans to put in place 'Welcome to Lisburn/ Castlereagh' signs, similar to those he had seen in Belfast.

The Director of Regeneration & Growth welcomed Councillor McCready's interest in the areas he had raised and advised that in regard to the 'Welcome' signs there was a proposal to deal with an Arterial Routes Programme. In addition the Area Plan would have regard to the designation of the boundaries for the City Centre.

6.3 Lisburn Castlereagh Business Awards 28 March 2025
Chairperson, Alderman A Grehan

The Chairperson, Alderman A Grehan, highlighted the forthcoming Lisburn Castlereagh Business Awards ceremony which was taking place on Friday 28th March 2025 in the La Mon House Hotel which would recognise and showcase the excellent businesses across the Council area across 14 categories. The Chairperson advised that invitations to this event would be issued to Members of the Committee in the near future and encouraged Members to attend this important event.

6.4 Remote Attendance
Chairperson, Alderman A Grehan

The Chairperson, Alderman A Grehan, referred to a request made by a Member at a recent meeting of Council in connection with the provision of a screen in the Council Chamber so that those in attendance in the Chamber would be able to see those Members attending remotely and advised that this had not yet happened due to the additional technology required. In this regard the Chairperson advised of the names of those Members of the Committee who were in attendance remotely that evening.

7. Confidential Report from Director of Regeneration & Growth

The Chairperson, Alderman A Grehan, advised that confidential report items were required to be considered under confidential business due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

In Committee

It was proposed by Councillor T Mitchell, seconded by Councillor C McCreedy, and agreed that the Confidential Reports be considered "in Committee" in the absence of press or members of the public. The audio recording was paused at this stage in proceedings.

7.1 2025/2026 Major Tourism Events
(Redacted report to be published post agreement by Council)

The Director of Regeneration & Growth's report set out the background and key issues in connection with the Council's Major Tourism Events Funding programme.

A number of related documents had been appended to the Director's report.

The Head of Economic Development responded to a question from a Member in connection with a key issue contained within the report.

7.1 2025/2026 Major Tourism Events (Cont'd)

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

- a) the proposed recipients for funding support for the 2025/26 Tourism Major Events programme be noted,
- b) the evaluations of recipients for 2024/25 Tourism Major Events programme be noted, and
- c) a summation of outcomes of both planned and past grant recipients in future presentations of this report, in lieu of all the background appendices, be approved.

7.2 Extension to Leases

(Redacted Report to be published post the award to contracts under the funding programme – approximately January 2026)

The Committee considered a report outlining the background and key issues in connection with an 'in principle' proposal to extend leases in relation to the Council's leasing of pitch facilities following the launch of the Performance Programme funding initiative by the Department for Communities.

The Committee had been furnished with a copy of the Guidance document issued by the Department for Communities.

The Director of Regeneration & Growth responded to questions from Members in connection with issues arising out of report and also in connection with an issue relating to protocol around Members' declarations of interest.

It was proposed by Alderman M Gregg, seconded by Alderman J Baird, and agreed to recommend that the Committee agree to an 'in principle' position of extending the leases for any club applying under the Performance Programme within TNIFF to 1 January 2051 so as to assist any applications.

8. Any Other Confidential Business

8.1 Budget Reserves in Regeneration & Economy Councillor C Kemp

At the request of Councillor Kemp, the Director of Regeneration & Growth provided clarification around the proposed approach to allocating the underspend relating to 2024/2025 Regeneration and economy budget reserves that had been considered the previous evening at the Corporate Services Committee meeting.

8.2 Protocol around Members' Declarations of Interest Alderman J Baird

The Chairperson, Alderman A Grehan, responded to comments by Alderman J Baird in connection with the protocol around Members' Declarations of Interest.

At a later point in the meeting further comments were noted from Alderman M Gregg on this matter.

8.3 CityWatch/CCTV and Belfast City Region Deal (BRCD) - Updates on Timelines Councillor J Lavery

Councillor J Lavery enquired about the timeline for the CityWatch/CCTV update report and also in regard to the timelines for the Belfast Region City Deal projects. The Director of Regeneration & Growth updated the Committee on the on-going work on both the CityWatch matter and the BRCD Projects. He advised that an update report on CityWatch/CXTV would come forward in due course.

Resumption of Normal Business

It was proposed by Councillor C McCready, seconded by the Vice Chairperson, Alderman A G Ewart, and agreed to come out of Committee and normal business was resumed.

Conclusion of Meeting

The Chairperson thanked everyone for their attendance and there being no further business for consideration the meeting was concluded at 7.09 pm.

Chairperson

PC 06.01.2025

LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 6 January, 2025 at 10.05 am**PRESENT IN CHAMBER:**

Alderman M Gregg (Chair)

Councillor S Burns (Vice-Chair)

Aldermen O Gawith and J Tinsley

Councillors P Catney, U Mackin, A Martin, G Thompson and N Trimble

IN ATTENDANCE:Director of Regeneration and Growth
Head of Planning & Capital Development
Senior Planning Officers (PMcF and GM)
Member Services Officers (CR and CH)

Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor

Mr S Masterson (Cleaver Fulton Rankin) – observing remotely

Ms L Agnew (Cleaver Fulton Rankin) – observing in chamber

Commencement of Meeting

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

1. **Apologies**

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

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of Meeting of Planning Committee held on 2 December, 2024**

It was proposed by Alderman J Tinsley, seconded by Councillor G Thompson and agreed that the minutes of the meeting of Committee held on 2 December, 2024 be confirmed and signed.

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4. Report from the Head of Planning & Capital Development

4.1 Schedule of Applications

The Chair, Alderman M Gregg, advised that there were 3 local applications on the schedule for consideration at the meeting, with 2 applications having previously been withdrawn from the schedule.

4.1.1 Applications to be Determined

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

(i) LA05/2023/0107/F – Dwelling and garage on a site between 35 and 37 Glebe Road, Annahilt

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

In advance of receiving the registered speakers, Alderman J Tinsley, having stated that he would benefit from viewing the location of the development, proposed that this application be deferred for a site visit. This was seconded by Alderman O Gawith and agreed on a vote being taken, the voting being 6 in favour and 3 against.

(ii) LA05/2022/0831/F – Proposed retention of recently constructed agricultural building on land adjacent to 112 Back Road, Drumbo

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

The Committee received Mr N Reid and Alderman J Baird to speak in support of the application and a number of Members' queries were addressed.

Alderman O Gawith, having stated that he would benefit from viewing the building to assess its prominence in the landscape, proposed that this application be deferred for a site visit. This was seconded by Councillor U Mackin and agreed on a vote being taken, the voting being 6 in favour, 2 against and 1 abstention.

Adjournment of Meeting

The Chair, Alderman M Gregg, declared the meeting adjourned at this point for a comfort break (11.13 am).

Resumption of Meeting

The meeting was resumed at 11.19 am.

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- (iii) LA05/2024/0100/F – Erection of eight dwellings (change of house type to sites 148-151, 156-157 & 193-194 and alternative layout to that previously approved under reference LA05/2020/0720/F) on lands 90 metres North of 1-7 (odd numbers) Sir Richard Wallace Gardens, Lisburn & 30 metres west of 1-9 (odd numbers) Sir Richard Wallace View, Lisburn

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

No-one was registered to speak on this application.

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

Debate

There were no comments made at the debate stage.

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.

- 4.2 Proposed new-build residential development comprising 102no. housing units, comprising of 4no. five-bedroom detached houses, 36no. four-bedroom detached houses, 32no. four-bedroom semi-detached houses, 2no. three-bedroom detached houses and 8no. three-bedroom semi-detached houses. A total of 20% of the housing units are provided as affordable housing scattered throughout the development, including 2no. three-bedroom detached houses & 18no. three-bedroom semi-Detached houses. The development incorporates landscaped open Space, car parking and associated site works on lands northeast of Nos. 1-19 Chestnut Hall Avenue, No.27c Maghaberry Road, southeast of Maghaberry Community Centre, northwest of Nos. 3, 5, 5a & 5b Yewtree Hill Road. The site is accessed from Maghaberry Road

It was proposed by Councillor P Catney, seconded by Councillor A Martin and agreed to note the information on the content of the Pre-application Notice and that it be submitted in accordance with the relevant section of the legislation and related guidance.

Further to comments by Alderman O Gawith, the Head of Planning & Capital Development agreed to bring to the attention of the applicant that the proposed 20 affordable housing units was less than 20% of the total units of 102.

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- 4.3 Proposed mixed use development to include new housing, including affordable housing (Use Class C1), employment (Use Classes B1, B2 B3 and B4), and healthcare (Use Class D1(A)) with associated local needs convenience retailing (Use Class A1), riverside parkland, landscaping and associated infrastructure on Lands at Blaris, Lisburn (lands between existing M1 Junction 8/A 101 roundabout and Moira Road/Knockmore Road junction)

It was proposed by Councillor P Catney, seconded by Councillor A Martin and agreed to note the information on the content of the Pre-application Notice and that it be submitted in accordance with the relevant section of the legislation and related guidance.

- 4.4 Appeal Decision – LA05/2021/0786/O

It was proposed by Alderman O Gawith, seconded by Councillor P Catney and agreed that the report and decision of the Planning Appeals Commission in respect of the above appeal be noted.

- 4.5 Notification by Telecommunication Operator(s) of Intention to Utilise Permitted Development Rights

It was proposed by Councillor U Mackin, seconded by Alderman J Tinsley and agreed to note from the report, information regarding notification by telecommunication operators of intention to utilise Permitted Development Rights at a number of locations in the Council area.

- 4.6 Update to the Protocol for the Operation of the Planning Committee

Members were provided with a copy of the Protocol for the Operation of the Planning Committee which had been revised at paragraphs 29 to 33, relating to Members' Declarations of Interest. The Head of Planning & Capital Development and the Director of Service Transformation responded to a number of comments and queries raised by Members and emphasised that the document was 'fluid' and could be reviewed at any time.

It was proposed by Councillor P Catney, seconded by Alderman O Gawith and agreed that the revised Protocol be approved.

5. Any Other Business

- 5.1 Thanks to Planning Unit Staff
Alderman J Tinsley

Alderman J Tinsley acknowledged the compassion and professionalism shown recently by Officers in the Planning Unit in dealing with an applicant who was ill and had since passed away.

Conclusion of the Meeting

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

There being no further business, the meeting was terminated at 12.03 pm.

Chair/Mayor