

**LISBURN & CASTLEREAGH CITY COUNCIL**

**Minutes of Special Meeting of the Governance & Audit Committee held in the Council Chamber, Island Civic Centre, The Island, Lisburn and in remote locations on Thursday 26<sup>th</sup> September 2024 at 6.02 pm.**

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

Alderman P Porter (Chair)

The Right Worshipful The Mayor  
Councillor K Dickson

Alderman O Gawith

Councillors D Bassett, S Burns, J Craig, A Ewing, A Givan,  
P Kennedy, M McKeever, R McLernon and A Martin

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

Mr E Jardine (Independent Member and Vice-Chair)

Councillors N Eaton and S Lowry

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

Alderman M Gregg

**OTHER MEMBERS OF COUNCIL PRESENT IN REMOTE LOCATION:**

Councillor G Hynds

**IN ATTENDANCE:**

Director of Organisation Development & Innovation  
Director of Finance & Corporate Services  
Head of Finance  
Internal Audit Manager (Remote)  
Member Services Officers (RN & EW)

RBCA Accounting

Mr Brian Stewart

Northern Ireland Audit Office

Mr Richard Ross (Remote)

## Commencement of the Meeting

The Chair, Alderman P Porter, welcomed all present to the meeting, including Mr Brian Stewart from RBCA Accounting who was present in the Chamber, and Mr Richard Ross from the Northern Ireland Audit Office who was present on a remote basis. Mr Edgar Jardine, Committee vice-chair, was in attendance on a remote basis.

The Chair pointed out that - unless the item on the agenda was considered under confidential business - the meeting would be audio recorded. The Chair asked that mobile phones be put on silent or switched off for the duration of the meeting. The Director of Organisation Development & Innovation outlined the evacuation procedures in the case of an emergency.

### 1. Apologies

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

### 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.

No declarations of interest were made.

### 3. Confidential Business

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

#### "In Committee"

It was proposed by Alderman O Gawith, seconded by Councillor A Givan and agreed that the following matters be considered "in Committee" in the absence of members of the press and public being present.

#### 3.1 Report of Head of Finance

##### 3.1.1 Lisburn & Castlereagh City Council - Statement of Accounts for Year Ended 31 March 2024

(Report will never become available - Final certified accounts will be published)

In addition to the narrative report, Members had been provided with a copy of Lisburn & Castlereagh City Council's Annual Report and Statement of Accounts for the Year Ended 31 March 2024.

3.1.1 Lisburn & Castlereagh City Council - Statement of Accounts for Year Ended 31 March 2024 (Continued)

The Head of Finance presented the report and - together with the Director of Finance & Corporate Services and Mr Stewart - responded to a number of questions from Members.

The Committee commended Council Officers for the work involved in the preparation of the Annual Report and Statement of Accounts.

It was proposed by Councillor M McKeever, seconded by Councillor A Ewing and agreed to recommend that the Annual Report and Statement of Accounts for the Year Ended 31 March 2024 (which included the Governance statement) be approved and – in line with the authority delegated to the Committee by the Council in December 2023 - be submitted to the Northern Ireland Audit Office.

The Head of Finance would clarify the number of Council representatives on ARC 21.

3.1.2 Lisburn & Castlereagh City Council – Draft Report to Those Charged with Governance 2023-2024  
(Report will never become available - Final certified accounts will be published)

In addition to the narrative report, Members had been provided with the Draft Report to Those Charged with Governance as issued by the Northern Ireland Audit Office.

The Chair, Alderman P Porter, invited Mr Brian Stewart from RBCA Accounting (the firm of auditors outsourced by the NI Audit Office) to present the draft report.

Mr Stewart made a verbal presentation to the Committee, highlighting the key points in the report. Mr Stewart and the Officers responded to a number of comments and questions raised by Members.

The Chair and Members commended the Council Officers for their efforts in bringing about the successful report and - following further discussion - the Report to Those Charged with Governance in regard to Lisburn & Castlereagh Council for 2023-2024 was noted by the Committee on a Proposal made by Councillor S Lowry and seconded by Alderman O Gawith.

Resumption of Normal Business

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

The Chair, Alderman P Porter, expressed his thanks to Councillor S Burns who – in Alderman Porter’s absence - had chaired the meeting of Committee on the 12<sup>th</sup> September 2024.

There being no further business, the meeting concluded at 6.20 pm.

---

Mayor/Chair