



May 10th, 2023

To: the Chairperson (Councillor A McIntyre), Vice-Chairperson (Councillor A Gowan) and Members of the Leisure & Community Development Committee

Ex Officio:

The Right Worshipful the Mayor (Councillor S Carson)

Deputy Mayor (Councillor M Guy)

Notice Of Meeting

A meeting of the Leisure and Community Development Committee will be held on Tuesday, 7th March 2023 at 6:00 pm for the transaction of the undernoted Agenda.

For those Members attending this meeting remotely, the Zoom link and passcodes are contained within the Outlook invitation that has been issued.

David Burns

Chief Executive

Agenda

1.0 APOLOGIES

2.0 DECLARATION OF MEMBERS' INTERESTS

- (i) Conflict of Interest on any matter before the meeting (Members to confirm the specific item)
- (ii) Pecuniary and non-pecuniary interest (Member to complete the Disclosure of Interest form)

3.0 REPORT OF DIRECTOR OF LEISURE & COMMUNITY WELLBEING

3.1 Departmental Performance Report Quarter 3

- [*Performance Report Q3 KPI.pdf*](#) *Page 1*

- [*Appendix 1 Trading Summary for Q3 \(1st October 2022 to 31st December 2022\).pdf*](#) *Page 4*

- [*Appendix IIa - Q3 Service KPIs.pdf*](#) *Page 7*

- [*Appendix IIb - Q3 Performance KPIs.pdf*](#) *Page 12*

4.0 REPORT OF HEAD OF COMMUNITIES

4.1 Community Support Grant Aid

- [*Community Support Grant Aid.pdf*](#) *Page 17*

- [*Appendix Support Grant.pdf*](#) *Page 20*

- [*Community Support Ineligible .pdf*](#) *Page 30*

4.2 Review of Community Facilities Fund - DEA Investment

- [*Review of Community Facilities Fund.pdf*](#) *Page 31*

- [*Appendix Community Facilities Fund Case Studies.pdf*](#) *Page 36*

4.3 King's Coronation Working Group Minutes

- [*King's Coronation WG.pdf*](#) *Page 45*

- [*Appendix Kings Coronation WG Minutes 11.01.23.pdf*](#) *Page 48*

4.4	Community Festival Funding - 2023/2024	
	▢ <i>Community Festivals Funding 2023.24 v2.pdf</i>	<i>Page 50</i>
	▢ <i>Appendix Community Festivals Fund 2023.pdf</i>	<i>Page 53</i>
	▢ <i>Inelligible.pdf</i>	<i>Page 57</i>
4.5	Minutes of the Housing Liaison Forum	
	▢ <i>Housing Liaison Forum - Minutes.pdf</i>	<i>Page 58</i>
	▢ <i>Appendix Housing Liaison Forum 14.11.22.pdf</i>	<i>Page 61</i>
4.6	King's Coronation Grant Aid 2023/24	
	▢ <i>King's Coronation Grant Programme.pdf</i>	<i>Page 66</i>
	▢ <i>Table of Outcomes .pdf</i>	<i>Page 69</i>
	▢ <i>Inelligible Applications .pdf</i>	<i>Page 80</i>
4.7	PCSP Action Plan	
	▢ <i>PCSP Action Plan 23-24.pdf</i>	<i>Page 81</i>
	▢ <i>Appendix PCSP Action Plan 2023-24.pdf</i>	<i>Page 84</i>

5.0 REPORT OF HEAD OF PARKS & AMENITIES

5.1	Request to Set Aside Bye-Laws	
	▢ <i>Request to Set Aside Byelaws.pdf</i>	<i>Page 103</i>
5.2	UK Shared Prosperity Fund	
	▢ <i>UK Shared Prosperity Fund.pdf</i>	<i>Page 106</i>
5.3	Live Christmas Trees	
	▢ <i>Sustainable Christmas Trees.pdf</i>	<i>Page 109</i>
5.4	Woodland Trust - Carbon Credits	
	▢ <i>Woodland Trust Carbon Credits.pdf</i>	<i>Page 112</i>
	▢ <i>Appendix Cttee Minute 3 Nov 20.pdf</i>	<i>Page 115</i>

▢ *Appendix 2[P&A]-WT and LCCC Carbon Agreement.pdf* *Page 116*

5.5 Lisburn Feile - Use of Wallace Park

▢ *Lisburn Feile.pdf* *Page 135*

6.0 REPORT OF HEAD OF SPORTS SERVICES

6.1 Mary Peters Trust - Request for Funding

▢ *Mary Peters Trust - Request for financial assistance.pdf* *Page 138*

▢ *Appendix 1 Mary Peters Trust .pdf* *Page 141*

7.0 ANY OTHER BUSINESS - NON CONFIDENTIAL

8.0 CONFIDENTIAL REPORT OF THE DIRECTOR OF LEISURE & COMMUNITY WELLBEING

8.1 Procurement of Cemetery Equipment

▢ *Procurement of Cemetery Equipment.pdf* *Page 142*

▢ *Tender Evaluation Report Cemetery Equipment.pdf* *Page 145*

8.2 Golf Business Appraisals

▢ *Golf Courses - Business Appraisals.pdf* *Page 147*

▢ *Appendix Financial Appraisal Aberdelghy Bays.pdf* *Page 151*

▢ *Appendix 2 Financial Appraisal Abergelghy .pdf* *Page 156*

▢ *Appendix 3 Financial Appraisal Indoor Golf Studio.pdf* *Page 170*

9.0 ANY OTHER BUSINESS - CONFIDENTIAL



Leisure and Community Development

Tuesday, 7th March 2023

Report from:

Director of Leisure & Community Wellbeing

Item for Decision

TITLE: Leisure & Community Wellbeing Performance Report

Background and Key Issues:

1. This paper deals with the following areas:
 - Trading Accounts covering the period 1st October 2022 to 31st December 2022
 - Q3 2022/23 KPI's
2. **Leisure & Community Wellbeing Trading Accounts – Q3**
Attached as Appendix 1 are the following trading summaries:
 - Period 1 (1st October 2022 to 31st October 2022)
 - Period 2 (1st November 2022 to 30th November 2022)
 - Period 3 (1st December 2022 to 31st December 2022)
3. **Q3 2022/23 Leisure & Community Wellbeing KPI's**
The Council operates a broad range of KPI's including statutory targets, for example, percentage of household waste collected that is sent for recycling (set externally and reported internally via Council Committees), performance improvement targets (set by Council and reported through Governance & Audit Committee) and operational metrics/service KPIs (set by Council and reported internally via Council Committees).
4. Appendix 2a provides an outline of performance for Q3 (1st October 2022 to 31st December 2022) for the operational metrics/service KPIs.

- 5. Also attached Appendix 2b. for Member’s information is the Leisure & Community Wellbeing Performance Improvement KPI Update for Q3 (1st October 2022 to 31st December 2022).

Recommendation:

It is recommended that Members note and scrutinise:

- 6. Trading Accounts covering the period 1st October 2022 to 31st December 2022 – Appendix 1.
- 7. The outturn of operational metrics/service KPIs for Q3 (1st October 2022 to 31st December 2022) – Appendix 2a.
- 8. The outturn of Performance Improvement KPI for Q3 (1st October 2022 to 31st December 2022) – Appendix 2b.

Finance and Resource Implications:

None

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? No

If no, please provide explanation/rationale

N/A

If yes, what was the outcome?:

Option 1 Screen out without mitigation	Yes/No	Option 2 Screen out with mitigation	Yes/No	Option 3 Screen in for a full EQIA	Yes/No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

No

Has a Rural Needs Impact Assessment (RNIA) template been completed?

No

If no, please give explanation/rationale for why it was not considered necessary:

N/A

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

No

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

- Appendix 1 Trading Summary for Q3 (1st October 2022 to 31st December 2022)
- Appendix 2a Operational metrics/Service KPIs for Q3 (1st October 2022 to 31st December 2022)
- Appendix 2b Performance Improvement KPI Update for Q3 (1st October 2022 to 31st December 2022)

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Leisure & Community Wellbeing - Oct 2022 to Dec 22

Month:-

Oct-22

Department	Annual Budget	Budget to date	Total Actual & Committed	Total Variance
Expenditure:				
Payroll				
Leisure HQ	257,490	150,184	164,627	14,443
Parks and Amenities	3,425,720	1,995,755	1,929,158	(66,597)
Cultural and Community	2,576,400	1,497,436	1,547,068	49,632
Sports Services	6,635,970	3,910,393	3,707,768	(202,625)
Total Payroll Expenditure:	12,895,580	7,553,768	7,348,621	(205,147)
Non-Payroll				
Leisure HQ	734,200	367,438	429,670	62,232
Parks and Amenities	2,068,610	1,379,085	1,421,133	42,048
Cultural and Community	2,005,370	1,392,990	1,416,091	23,101
Sports Services	3,647,780	2,088,469	2,728,971	640,502
Total Non-Payroll Expenditure:	8,455,960	5,227,982	5,995,865	767,883
Total Expenditure	21,351,540	12,781,750	13,344,486	562,736
Income:				
Leisure HQ	(119,540)	(69,732)	(69,732)	0
Parks and Amenities	(444,850)	(207,060)	(241,058)	(33,998)
Cultural and Community	(1,225,690)	(716,485)	(798,369)	(81,884)
Sports Services	(6,084,590)	(3,780,900)	(3,896,365)	(115,465)
Total Income:	(7,874,670)	(4,774,177)	(5,005,524)	(231,347)
Overall Net Position:				
Leisure HQ	872,150	447,890	524,565	76,675
Parks and Amenities	5,049,480	3,167,780	3,109,233	(58,547)
Cultural and Community	3,356,080	2,173,941	2,164,790	(9,151)
Sports Services	4,199,160	2,217,962	2,540,374	322,412
Net Overall Position	13,476,870	8,007,573	8,338,962	331,389
Total Net Overall Position	13,476,870	8,007,573	8,338,962	331,389

Leisure & Community Wellbeing - Oct 2022 to Dec 22

Month:-

Nov-22

Department	Annual Budget	Budget to date	Total Actual & Committed	Total Variance
Expenditure:				
Payroll				
Leisure HQ	257,490	171,639	186,467	14,828
Parks and Amenities	3,425,720	2,265,293	2,248,019	(17,274)
Cultural and Community	2,576,400	1,711,015	1,805,312	94,297
Sports Services	6,635,970	4,447,830	4,314,192	(133,638)
Total Payroll Expenditure:	12,895,580	8,595,777	8,553,990	(41,787)
Non-Payroll				
Leisure HQ	734,200	373,764	451,475	77,711
Parks and Amenities	2,068,610	1,572,480	1,845,686	273,206
Cultural and Community	2,005,370	1,562,516	1,595,368	32,852
Sports Services	3,647,780	2,372,286	3,082,879	710,593
Total Non-Payroll Expenditure:	8,455,960	5,881,046	6,975,408	1,094,362
Total Expenditure	21,351,540	14,476,823	15,529,398	1,052,575
Income:				
Leisure HQ	(119,540)	(79,693)	(79,693)	0
Parks and Amenities	(444,850)	(228,106)	(469,112)	(241,006)
Cultural and Community	(1,225,690)	(733,533)	(864,915)	(131,382)
Sports Services	(6,084,590)	(4,141,577)	(4,343,232)	(201,655)
Total Income:	(7,874,670)	(5,182,909)	(5,756,952)	(574,043)
Overall Net Position:				
Leisure HQ	872,150	465,710	558,249	92,539
Parks and Amenities	5,049,480	3,609,667	3,624,593	14,926
Cultural and Community	3,356,080	2,539,998	2,535,765	(4,233)
Sports Services	4,199,160	2,678,539	3,053,839	375,300
Net Overall Position	13,476,870	9,293,914	9,772,446	478,532
Total Net Overall Position	13,476,870	9,293,914	9,772,446	478,532

Leisure & Community Wellbeing - Oct 2022 to Dec 22

Month:-

Dec-22

Department

Annual
BudgetBudget
to dateTotal Actual
& CommittedTotal
Variance

Expenditure:

Payroll

Leisure HQ	257,490	193,094	210,286	17,192
Parks and Amenities	3,425,720	2,615,511	2,589,699	(25,812)
Cultural and Community	2,576,400	1,937,092	2,064,294	127,202
Sports Services	6,635,970	5,015,636	4,892,136	(123,500)
Total Payroll Expenditure:	12,895,580	9,761,333	9,756,415	(4,918)

Non-Payroll

Leisure HQ	734,200	378,766	446,862	68,096
Parks and Amenities	2,068,610	1,702,393	1,990,874	288,481
Cultural and Community	2,005,370	1,677,124	1,684,753	7,629
Sports Services	3,647,780	2,634,745	3,555,173	920,428
Total Non-Payroll Expenditure:	8,455,960	6,393,028	7,677,662	1,284,634

Total Expenditure

21,351,540	16,154,361	17,434,077	1,279,716
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Income:

Leisure HQ	(119,540)	(89,655)	(89,655)	0
Parks and Amenities	(444,850)	(312,428)	(554,099)	(241,671)
Cultural and Community	(1,225,690)	(819,408)	(967,322)	(147,914)
Sports Services	(6,084,590)	(4,555,629)	(4,839,892)	(284,263)
Total Income:	(7,874,670)	(5,777,120)	(6,450,968)	(673,848)

Overall Net Position:

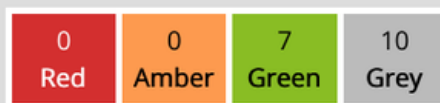
Leisure HQ	872,150	482,205	567,493	85,288
Parks and Amenities	5,049,480	4,005,476	4,026,474	20,998
Cultural and Community	3,356,080	2,794,808	2,781,725	(13,083)
Sports Services	4,199,160	3,094,752	3,607,417	512,665
Net Overall Position	13,476,870	10,377,241	10,983,109	605,868
Total Net Overall Position	13,476,870	10,377,241	10,983,109	605,868

Performance Summary

Leisure and Community Wellbeing

(Type = 'Service')

Tuesday 7th of February 2023



Red = Target missed or measure overdue
 Amber = Measure due but not complete
 Green = Target met or exceeded
 Grey = Measure not yet due

Parks & Amenities	1 (G)	8 Grey
Sports Services	2 Green	2 Grey
Arts, Culture and Community Services	4 Green	

PARKS & AMENITIES		DUE 1ST APR 23		
120 : Community Projects Number of new community benefit projects delivered per annum. Number of new community benefit projects delivered per annum		TARGET 3	ACTUAL 6	STATUS Green
TARGET	3			
ACTUAL	6			
Notes: Annanhilt Pre-School Community Garden, Glenmore Parkland Trail Phase 2, Access & Inclusion Project - Tactile Maps, Lower Maze Seating, Old Warren Youth Centre mini football pitch, Union Locks Entrance Refurbishment				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . Wallace Park		TARGET 850,000	ACTUAL	STATUS Grey
TARGET	850,000			
ACTUAL				
Notes: 1st quarter - 238,299, 2nd quarter - 213,359, 3rd quarter - 104,026				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . Moira Demesne		TARGET 440,000	ACTUAL	STATUS Grey
TARGET	440,000			
ACTUAL				
Notes: 1st quarter - 144,023, 2nd quarter - 153,736, 3rd quarter - 103,490				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . Moat Park		TARGET 600,000	ACTUAL	STATUS Grey
TARGET	600,000			
ACTUAL				
Notes: 1st quarter - 123,453, 2nd quarter - 92,064, 3rd quarter - 61,664				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . Castle Gardens		TARGET 115,000	ACTUAL	STATUS Grey
TARGET	115,000			
ACTUAL				
Notes: 1st quarter - 36,900, 2nd quarter - 40,365, 3rd quarter - 72,632				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . Comber Greenway		TARGET 145,000	ACTUAL	STATUS Grey
TARGET	145,000			
ACTUAL				
<p>Notes: 1st quarter - 44,714 (23,269 cyclists / 21,445 pedestrians), 2nd quarter - 49,692 (29,032 cyclists / 20,660 pedestrians), 3rd quarter - 22,496 (12,276 cyclists / 10,220 pedestrians)</p>				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . McIlroy Park		TARGET 140,000	ACTUAL	STATUS Grey
TARGET	140,000			
ACTUAL				
<p>Notes: 1st quarter - 53,530, 2nd quarter - 48,721, 3rd quarter - 35,963</p>				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . Lagan Towpath		TARGET 200,000	ACTUAL	STATUS Grey
TARGET	200,000			
ACTUAL				
<p>Notes: 1st quarter - 50,743, 2nd quarter - 48,454, 3rd quarter - 33,046</p>				

PARKS & AMENITIES		DUE 1ST APR 23		
201 : Park users Number of park users in key sites across the Council area. Measured by Access Counters. . Billy Neill		TARGET 300,000	ACTUAL	STATUS Grey
TARGET	300,000			
ACTUAL				
<p>Notes: 1st quarter - 89,179, 2nd quarter - 128,077, 3rd quarter - 81,759</p>				

SPORTS SERVICES		DUE 1ST APR 23		
151 : Vitality membership Annual target of 10,000 Vitality members per year. Maintain the annual target of 10,000 members of our leisure facilities		TARGET 10,000	ACTUAL	STATUS Grey
TARGET	10,000			
ACTUAL				
<p>Notes: Throughout Quarter 1, Vitality membership continued to grow in popularity, attracting an extensive number of customers across all Sports Services facilities. By the end of June 22, membership numbers had increased to 12,301 total members, which was the highest figure recorded since launching the membership. At the peak in August this grew to 13,551. At end of Quarter 2 total membership was 13,111 a decrease of 440 members from peak in August and set to drop even further if facilities are closed or limited openings due to strike action. In Quarter 3 there was a further reduction in memberships to 12,793 (4,795 head memberships)</p>				

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SPORTS SERVICES		DUE 1ST APR 2023		
152 : Footfall of all Leisure facilities Achieve the pre Covid-19 numbers of people attending our leisure facilities. Continue to achieve the pre Covid-19 numbers of people attending our leisure facilities		TARGET 425,000	ACTUAL	STATUS Grey
TARGET	425,000			
ACTUAL				
<p>Notes:</p>				

SPORTS SERVICES		DUE 1ST JAN 23		
176 : Vitality Programme Number of classes . Number of classes available as part of the Vitality Programme		TARGET 1500	ACTUAL 1890	STATUS Green
TARGET	1500	1500	1500	
ACTUAL	1856	1695	1890	
<p>Notes: Attendance high at all classes and growing from last quarter.</p>				

SPORTS SERVICES		DUE 1ST APR 23		
200 : Sports Development Number and type of engagements . Number of Sports Development engagements		TARGET 3	ACTUAL 5	STATUS Green
TARGET	3			
ACTUAL	5			
<p>Notes: 5 Sports Development engagements by the end of Q2. In Quarter 1 we ran our popular half marathon/10k and family fun run, this event went well with numbers entered similar to pre covid. In Quarter 2 the following 4 took place; Disability Hub, Couch to 5Km, 5 – 10Km Run, Mary Peters Running festival Quarter 3 seen the continuing of above and santa dash which was a popular family event.</p>				

ARTS, CULTURE AND COMMUNITY SERVICES				DUE 1ST JAN 23			
171 : Engagements Number of physical engagements by unit. (Footfall in facilities). Footfall in Community Centres				TARGET 2700	ACTUAL 29740	STATUS Green	
TARGET	2700	2700	2700				
ACTUAL	22710	27080	29740				
Notes: Ballyoran 4998; Enler 10333; Moneyreagh 11815; Bridge 2594.							

ARTS, CULTURE AND COMMUNITY SERVICES				DUE 1ST JAN 23			
171 : Engagements Number of physical engagements by unit. (Footfall in facilities). Footfall in the Island Arts Centre				TARGET 2000	ACTUAL 2626	STATUS Green	
TARGET	2000	2000	2000				
ACTUAL	535	216	2626				
Notes: Workshops and shows 2294; Arts Outreach courses 332							

ARTS, CULTURE AND COMMUNITY SERVICES				DUE 1ST JAN 23			
171 : Engagements Number of physical engagements by unit. (Footfall in facilities). Footfall in the Irish Linen Centre Lisburn Museum				TARGET 3800	ACTUAL 40241	STATUS Green	
TARGET	3800	3800	3800				
ACTUAL	27234	31984	40241				
Notes: Oct 10,635; Nov 14424; Dec 15,181							

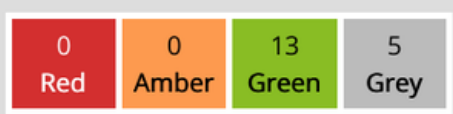
ARTS, CULTURE AND COMMUNITY SERVICES				DUE 1ST JAN 23			
202 : Youth Council Youth Council engagements and collaborative projects delivered. Number of Youth Council engagements and type of collaborative projects delivered				TARGET 1	ACTUAL 5	STATUS Green	
TARGET	1	1	1				
ACTUAL	3	8	5				
Notes: Quarterly Overview: This quarter has seen the Youth Council participate in a number of consultations (listed above), The Council members have been working on their chosen topics and resource, gathering primary and secondary data to further develop this and ensure that other young people are at the heart of this resource. An overview of the quarter and achievements: - Development Group Marketplace event - PSCP Public meeting (Youth Council REPS participated) - Youth Council Members chose their key themes (Employability & Sexual Health Education) - PEACE Plus consultation (All members participated) - Road Safe Road show (REPS in attendance) - LAG Event (REPS attended) - Christmas Social Event							

Performance Summary

Leisure and Community Wellbeing

(Type = 'Performance Improvement')

Tuesday 7th of February 2023



Red = Target missed or measure overdue
 Amber = Measure due but not complete
 Green = Target met or exceeded
 Grey = Measure not yet due

Parks & Amenities	7 Green
Sports Services	5 Green 1 (Gy)
Arts, Culture and Community Services	1 (G) 4 Grey

PARKS & AMENITIES		DUE 1ST APR 23		
187 : Biodiversity Projects Number of biodiversity projects delivered during 2022/23. Number of biodiversity projects delivered during 2022/23		TARGET 5	ACTUAL 27	STATUS Green
TARGET	5			
ACTUAL	27			
<p>Notes: Total of 9 projects April –June 2022, Total of 6 projects July - September 2022, Total of 12 projects October - December 2022</p>				

PARKS & AMENITIES		DUE 1ST APR 23		
187 : Biodiversity Projects Number of biodiversity projects delivered during 2022/23. Number of participants in the biodiversity projects		TARGET 100	ACTUAL 1258	STATUS Green
TARGET	100			
ACTUAL	1258			
<p>Notes: Total of 221 Participants April –June 2022, Total of 615 Participants July - September 2022, Total of 422 Participants October - December 2022</p>				

PARKS & AMENITIES		DUE 1ST APR 23		
189 : CSAW programmes CSAW programme KPIs. Number of CSAW programmes delivered during 2022/23		TARGET 30	ACTUAL 56	STATUS Green
TARGET	30			
ACTUAL	56			
<p>Notes: 23 CSAW programmes were delivered in Q1 of 2022/23 10 CSAW programmes were delivered in Q2 of 2022/23 23 CSAW programmes were delivered in Q3 of 2022/23</p>				

PARKS & AMENITIES		DUE 1ST APR 23		
189 : CSAW programmes CSAW programme KPIs. Number of CSAW programme participants during 2022/23		TARGET 450	ACTUAL 1231	STATUS Green
TARGET	450			
ACTUAL	1231			
<p>Notes: Q1 - There were 334 participants in the CSAW programmes Q2 - There were 187 participants in the CSAW programmes Q3 - There were 710 participants in the CSAW programmes</p>				

PARKS & AMENITIES		DUE 1ST APR 23		
213 : Sustainability Projects Woodland & Horticulture programmes. Number of woodland programmes		TARGET 20	ACTUAL 31	STATUS Green
TARGET	20			
ACTUAL	31			
Notes: 11 programmes have been delivered during Q1 & Q2 20 programmes were delivered during Q3				

PARKS & AMENITIES		DUE 1ST APR 23		
213 : Sustainability Projects Woodland & Horticulture programmes. Number of horticulture programmes		TARGET 20	ACTUAL 20	STATUS Green
TARGET	20			
ACTUAL	20			
Notes: 5 programmes were delivered during Q1&Q2 these include: 2 x Flower arranging workshops, 3 x hanging basket workshops 15 programmes were delivered during Q3				

PARKS & AMENITIES		DUE 1ST APR 23		
213 : Sustainability Projects Woodland & Horticulture programmes. Number of participants		TARGET 500	ACTUAL 1169	STATUS Green
TARGET	500			
ACTUAL	1169			
Notes: During Q1&Q2 there were approx 497 participants in the horticulture & woodland programmes During Q3 there were approx 672 participants in the horticulture & Woodland programmes				

SPORTS SERVICES		DUE 30TH JUN 22		
217 : Vitality Household Membership Impact of Vitality Household Membership. Consultant appointed		TARGET Yes	ACTUAL Yes	STATUS Green
TARGET	Yes			
ACTUAL	Yes			
Notes:				

SPORTS SERVICES			DUE 30TH JUN 22		
217 : Vitality Household Membership Impact of Vitality Household Membership. Research carried out			TARGET Yes	ACTUAL Yes	STATUS Green
TARGET	Yes				
ACTUAL	Yes				
<p>Notes: The consultant Otium was appointed by the end of June 22. Research was completed by the end of September aside from focus groups which had to be postponed due to impact of ongoing Industrial Action. There were 1510 responses to the Vitality survey including 579 non-members.</p>					

SPORTS SERVICES			DUE 30TH SEP 22		
217 : Vitality Household Membership Impact of Vitality Household Membership. Infographic Report presented			TARGET Yes	ACTUAL Yes	STATUS Green
TARGET	Yes				
ACTUAL	Yes				
<p>Notes: Initial infographic report was received in draft format by the end of September.</p>					

SPORTS SERVICES			DUE 31ST DEC 22		
217 : Vitality Household Membership Impact of Vitality Household Membership. Review and evaluation of research			TARGET Yes	ACTUAL Yes	STATUS Green
TARGET	Yes				
ACTUAL	Yes				
<p>Notes: Vitality membership Scheme feedback survey complete. See attached</p>					

SPORTS SERVICES			DUE 31ST DEC 22		
217 : Vitality Household Membership Impact of Vitality Household Membership. Testimonies and customer feedback presented			TARGET Yes	ACTUAL Yes	STATUS Green
TARGET	Yes				
ACTUAL	Yes				
<p>Notes:</p>					

SPORTS SERVICES			DUE 1ST APR 23		
217 : Vitality Household Membership Impact of Vitality Household Membership. Consideration of opportunities for an improved customer experience			TARGET Yes	ACTUAL No	STATUS Grey
TARGET	Yes				
ACTUAL	No				
<p>Notes:</p>					

ARTS, CULTURE AND COMMUNITY SERVICES			DUE 1ST APR 23		
190 : Participatory Budgeting Participatory Budgeting initiative across 3 DEAs during 2022/23. Number of applications received			TARGET 60	ACTUAL	STATUS Grey
TARGET	60				
ACTUAL					
<p>Notes: Three dates have been confirmed for the Participatory Budgeting Initiatives in each of the following 3 DEA's Lisburn South - 22 October 2022 Downshire East - 14th January 2022 Lisburn North - 4th March 2023</p>					

ARTS, CULTURE AND COMMUNITY SERVICES			DUE 1ST APR 23		
190 : Participatory Budgeting Participatory Budgeting initiative across 3 DEAs during 2022/23. Number of awards made			TARGET 45	ACTUAL	STATUS Grey
TARGET	45				
ACTUAL					
<p>Notes: Three dates have been confirmed for the Participatory Budgeting Initiatives in each of the following 3 DEA's Lisburn South - 22 October 2022 Downshire East - 14th January 2022 Lisburn North - 4th March 2023</p>					

ARTS, CULTURE AND COMMUNITY SERVICES			DUE 1ST APR 23		
218 : Grant Aid Digital Grant Aid System. A digital grant aid system has been launched			TARGET Yes	ACTUAL No	STATUS Grey
TARGET	Yes				
ACTUAL	No				
<p>Notes:</p>					

ARTS, CULTURE AND COMMUNITY SERVICES			DUE 30TH SEP 22		
219 : Community Conversations In Anahilt & Drumbo. Village plan developed for Anahilt by end of September 22			TARGET Yes	ACTUAL Yes	STATUS Green
TARGET	Yes				
ACTUAL	Yes				
<p>Notes: Village Plan and Action Plan have been completed</p>					

ARTS, CULTURE AND COMMUNITY SERVICES			DUE 1ST APR 23		
219 : Community Conversations In Anahilt & Drumbo. Village plan developed for Drumbo by end of March 23			TARGET Yes	ACTUAL No	STATUS Grey
TARGET	Yes				
ACTUAL	No				
<p>Notes:</p>					



Leisure & Community Development Committee

7 March 2023

Report from:

Head of Communities

Item for Decision

TITLE: Community Support Grant Aid 2023/24

Background and Key Issues:

Background

1. The Community Support Grant Aid scheme aims to provide financial assistance to local groups to assist with core and programme costs. It forms part of the Councils overall Community Support Programme which receives financial assistance from the Department for Communities (DfC). The total amount of grant aid available is £165K for this element of funding.
2. Following the launch of the scheme, three in-person information sessions were held at the Bridge Community Centre, Maghaberry Community Centre and Enler Community Centre to provide advice and support to potential applicants.

Outcome of application process

3. The Community Support Grant Aid scheme opened on Friday 9 December 2022 and closed for receipt of applications on Tuesday 17 January 2023 at 12 noon. 83 applications were received and assessed by a panel against the agreed criteria. Of the 83 applications

received, 77 were deemed successful and following assessment amounts deemed eligible based on weighted score totalled £263,504. Under the terms and conditions of the scheme, 6 applications were deemed unsuccessful.

- 4. A copy of the applicant organisations list and outcome of assessment is attached for Members information.

Option for consideration

- 5. Based on a budget of £165,000, there is a requirement to reduce all awards by 37.4% of their weighted allocation.

Recommendation:

It is recommended that the committee considers and agrees the award of a grant with a 37.4% reduction in order to remain within the budget of £165k. Furthermore, the unsuccessful applicants will receive feedback and support from staff as required.

Finance and Resource Implications:

£164,594 funded by DfC as per estimates 2023/24

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="checkbox"/> Yes	Option 2 Screen out with mitigation	<input type="checkbox"/> No	Option 3 Screen in for a full EQIA	<input type="checkbox"/> No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Has a Rural Needs Impact Assessment (RNIA) template been completed?

If no, please give explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

Appendix Table of Outcomes

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:

Community Support Grant 23/24

No	Group	DEA	Requested Amount	Score	Based on Weighted Score	37.4% reduction to bring within budget	Detail of programme
1	The Resurgam Community Development Trust	Lisburn South	£5,500	94	£5,170	£3,236	Room Hire, Equipment, Volunteer Expenses, Insurance, Stationery
2	Ulster New Zealand Trust	Killultagh	£5,000	92	£4,600	£2,880	Contractors/Entertainment, Events, Insurance, Admin costs, grounds maintenance
3	LaganView Enterprise Centre	Lisburn South	£5,500	91	£5,005	£3,133	Volunteer expenses, heat, light, power, insurance, maintenance, training (staff and volunteers) other programme costs
4	Moira Friendship Group	Downshire West	£5,500	91	£5,005	£3,133	Rent, Tutor Physical Activity
5	Hilden Community Association	Lisburn North	£4,250	90	£3,825	£2,394	Rent/Rates, energy costs, insurance, phone, stationary, vol costs, maintenance, programme costs
6	Dreamscheme Northern Ireland	Castlereagh South	£5,500	89	£4,895	£3,064	Rent, Material cost for creative and skills workshops Insurance, Maintenance Centre services (Telephone, TV licence, Waste Collection, internet, Light and Heat) Team building, Training & Development, Professional fees, Media & Communications (Website costs, Design & Printing)

7	Ballybeen Women's Centre LTD	Castlereagh East	£4,250	89	£3,783	£2,368	Heat/Light/Power, Insurance, Venue Costs Course: Baby Massage 5 weeks x £60 per session = £300 x 2, Course: Baby Mover Courses: 5 weeks x £60 p
8	Carryduff Regeneration Forum	Castlereagh South	£2,500	89	£2,225	£1,393	Insurance, Venue costs/room hire, Stationery/postage, Advertising costs, Volunteer expenses best practice visits/guest speakers Green projects/health & well being
9	Old Warren Community Association	Lisburn South	£4,250	89	£3,783	£2,368	Rent, Heat & Light, Telephone & Internet, Training, Environmental and Health Practical Projects, Volunteer Expenses
10	LCC Community Trust	Lisburn North	£5,500	88	£4,840	£3,030	Electric, heating, insurance, Food bank costs-stationary
11	BALLINDERRY WAR MEMORIAL HALL MANAGEMENT COMMITTEE	Killultagh	£5,500	87	£4,785	£2,995	Insurance, Electricity/Heating, Water, Cleaning/Minor Repairs, Volunteer Expenses, BBQ Expenses, New Tables, 3 x Soup Saturdays
12	Lisburn PSP	Lisburn North	£4,250	87	£3,698	£2,315	Heat/Light, Telephone & Internet, Equipment, Stationery, Volunteers Expenses Room Hire
13	Atlas Women's Centre	Lisburn North	£5,500	86	£4,730	£2,961	Facilitation costs £70 per session x 44 sessions, Room hire costs £30 per session x44 sessions, Refreshments £2 per head x10 participants x44 sessions, Activity materials and stationery £5 per session x44 sessions, Childcare costs 3 places per session x£5 per place x44 sessions, Volunteer costs to help facilitate sessions £3.00 per session x44 sessions.
14	Home Start Lisburn/Colin	Lisburn South	£5,500	86	£4,730	£2,961	Insurance, Telephone/Internet/Postage, Stationery/Printing, Rent/Electric/Gas/Premises, Programme Costs, Training

15	Hillhall Regeneration Group	Downshire East	£5,500	85	£4,675	£2,927	Utility bills, training, printing, stationary.
16	Hillsborough Community Centre	Downshire West	£5,500	85	£4,675	£2,927	Heat, light, power (£3,000) and cleaning costs (£2,500)
17	Resurgam Youth Initiative	Lisburn South	£5,500	85	£4,675	£2,927	Cleaning, Lighting, Heating , Maintenance, Training, Insurance, vol expenses, admin costs
18	YMCA Lisburn	Lisburn South	£5,500	85	£4,675	£2,927	Energy costs, consumables, rent, internet, maintenance, Insurance and Training
19	The Welcome Project	Lisburn North	£4,250	84	£3,570	£2,235	Heat/Light, Telephone & Internet, Equipment, Insurance, Volunteers Expenses, Advertising, Cleaning & Maintenance, Training
20	Brookmount Cultural and Educational Society	Killultagh	£5,400	83	£4,482	£2,806	Rent, heat, light, maintenance, programme costs, insurance, tutor costs, Kings Coronation, BBQ
21	Drumbo & District Community Association	Downshire East	£4,250	83	£3,528	£2,209	insurance, heat light power, maintenance, equipment, materials, audit / independent check on accounts, venue and advertising costs ,programme costs
22	Seymourhill & Conway Residents Association	Lisburn North	£5,500	83	£4,565	£2,858	Insurance, Tel/Internet, Heat/Light/Power, Programming/Materials
23	The Antrim Down and Armagh (TADA) Rural Support Network	Lisburn South	£2,500	83	£2,075	£1,299	Insurance, stationary, material costs, advertising and promotional material, tutor costs for online workshops including travel, venue costs and catering
24	Lisburn Outlook	Lisburn South	£2,500	82	£2,050	£1,283	Bowling Evening, First Aid Training, Audio described theatre/cinema trips, Summer Picnic, Bespoke visits to local places of interest, Coffee mornings (peer support groups), Insurance Costs / AGM Costs / Zoom

25	Poundbridge and District Community Association	Downshire East	£5,500	82	£4,510	£2,823	Energy costs, consumables, rent, internet,mainteneance, Insurance and Training
26	Stoneyford Community and Youth Association	Killultagh	£4,250	82	£3,485	£2,182	Rent/ rates/ electricity,Insurance,Cleaning/ Equipment/ Stationery/ Printing Costs/advertising, Programme Costs training, annual programme
27	Dromara Community Group	Downshire East	£5,500	81	£4,455	£2,789	Insurance, Heating/Electricity, Chartere Accountants Fees, Stationery/Bank Charges Advertising Expenses, Maintenance, Telephone/Internet, Programme Expenses
28	Helping Hands Autism Support Group	Castlereagh East	£5,500	81	£4,455	£2,789	Gas / Electric, Phone & Internet
29	Larchfield Community Development Association	Downshire East	£5,500	81	£4,455	£2,789	Insurance, Web Hosting, Rent, Administration and Independent Examination, General Programme including monthly meeting with speakers and external visits and summer outings, Gardening Club including materials. Senior citizens dinner/outing, Volunteer Recognition event, Training
30	Lisburn Recreation and Community Hub	Lisburn South	£5,500	81	£4,455	£2,789	Insurance, Electricity/ Heating including Gas, Water, Rates, Cleaning costs, Volunteer Expenses administration/ postage etc. BBQ Expenses food, refreshments, cutlery
31	Lisburn Temperance Junior	Downshire East	£4,040	81	£3,272	£2,048	Hall Hire, insurance, training, equipment, stationary, safe guarding, Volunteer expenses
32	Mazetown Rural Action Collective	Downshire West	£5,500	81	£4,455	£2,789	Overheads heat,light,Insurance ,Water Bill ,internet/Phone Costs Cleaning / Administration, Maintenance/Repairs ,Volunteer Training, Craft Programming materials for group

33	St John's LOGIC	Downshire West	£5,500	81	£4,455	£2,789	Rents/Rates, Heat/Light/Power, Insurance, Cleaning, Maintenance Equipment Telephone Stationary & Postage Advertising Costs Volunteer Expenses/Training Other programme Costs
34	Lisburn Feile	Lisburn North	£2,500	80	£2,000	£1,252	Insurance, Equipment, Advertising, Volunteer expenses, Training
35	Lisburn Downtown Centre	Lisburn North	£3,420	80	£2,736	£1,713	Chair based yoga ,Remembrance Therapy ,Aromatherapy, World Mental Health Day, Cleaning, Advertising/printing, Volunteer expenses, Coordinator costs
36	Aghalee Village Hall	Killultagh	£5,500	79	£4,345	£2,720	Insurance Cover, £5,000. Newsletter production £2,000.
37	Drumbeg WI	Downshire East	£1,950	79	£1,541	£965	Rent, stationary costs, speakers and demonstrators, annual trips
38	A.S.C.E.R.T	Lisburn North	£5,500	78	£4,290	£2,686	Maintenance, IT Services ,Insurance ,Telephone Advertising & Promotion, Stationary & Materials. Programme Costs, Total Core Costs e.g. heat, light, insurance, rent
39	Halftown Residents Association	Downshire West	£5,500	78	£4,290	£2,686	Rent ,Heat & Light ,Cleaning & Maintenance, Insurance, Marketing, Volunteers,Training,Special Events
40	Deramore Rehabilitation Group	Downshire West	£5,500	78	£4,290	£2,686	Audio system, Running costs @ 12 months oil/electric/water, hall insurance @ 12 months April 23 to March 24
41	Glenclare Community Group	Killultagh	£5,500	78	£4,290	£2,686	Insurance, Oil, Electricity, Fire Inspection

42	Hillsborough Working Together	Downshire West	£2,400	78	£1,872	£1,172	Insurance, PA system, Hire of venues, Entertainment including programming material, Clothing/PPE, Volunteer expenses including stationary, mileage, Refreshments
43	Lower Broomhedge Community Association	Downshire West	£5,500	78	£4,290	£2,686	Insurance / water rates, rent, energy costs, maintenance, Community programming, laptop, dishwasher, cutlery
44	Ravarnet Community Network	Downshire East	£2,450	78	£1,911	£1,196	Insurance, venue hire, yearly events programme, Summer scheme cost, over 65 trip, training
45	Moneyreagh and District C A	Castlereagh East	£4,200	77	£3,234	£2,024	Charity combined insurance ,Room Hire, Up skilling, and volunteer training and expenses ,defib maintance
46	Ballymacash Regeneration Network	Lisburn South	£5,500	76	£4,180	£2,617	Light and heat, telephone, training, Vol expenses, hospitality, stationary equipment
47	Dromara Connect	Downshire East	£5,500	76	£4,180	£2,617	Electricity, Cleaning services, Re-decoration, Data for digital sign, Water charges, Fire certification, TV Licensing
48	Lurganville and District Community Association	Downshire West	£2,500	76	£1,900	£1,189	Telephone Hire of Hall for meetings Insurance ICO and ICO and Registrar of Companies Printing, Postage and Stationery, Volunteer Expenses, Tablewear for Meals in Hall Christmas Dinner, Hire of Buses, Refreshments (coffee and scone) at outings and Sundry Items
49	Annahilt and Magheraconluce Community Association	Downshire East	£5,000	75	£3,750	£2,348	Training development, Food Pantry, rent, ancillary expenses, events, teambuilding, insurance.

50	Derriaghy Village C A	Lisburn North	£4,250	75	£3,188	£1,996	Insurance, phone, heat, light, workshops and facilitators for community programmes, including sporting and crafts, Volunteer training, Seasonal events including decorations, inflatables, refreshments
51	Killynure Community Association	Castlereagh South	£5,500	75	£4,125	£2,582	Rent, heating, electric for the Community Hub
52	Maghaberry Community Association	Killultagh	£5,500	74	£4,070	£2,548	Energy Bills
53	Senior Citizens Saturday Club	Lisburn South	£2,500	73	£1,825	£1,142	Venue, Travel, Volunteers, Refreshments, Excursion
54	Beechland Community Group	Lisburn South	£4,250	73	£3,103	£1,942	Insurance Cover, Events, Equipment, Hall Hire, Tea Dance, Volunteer Recognition, Christmas Dinner and Gift Bags for Residents.
55	Whitemountain and District Community Association	Killultagh	£2,500	73	£1,825	£1,142	Annual insurance, Events Promotion, Volunteer expenses, Safety materials / PPE, Safety Admin Costs, Venues rent, Workshops materials & tutor costs, Core admin costs
56	Ballyoran Community & Arts Group	Castlereagh East	£4,200	70	£2,940	£1,840	Kitchen crafts and cookery demo ,Garden planters and garden games and trip and lunch,Macrame crafts ,Christmas crafts for 12 weeks and Christmas dinner Scrapbooking and birdbath
57	Rathlane Care Farm	Killultagh	£5,500	70	£3,850	£2,410	Heat, light and power
58	Sarah Crothers Centre	Lisburn South	£5,500	70	£3,850	£2,410	Speakers, Tutors, outings, accountant, water, insurance, advertising, stationary, classes

59	Ballybeen Improvement Group	Castlereagh East	£5,500	69	£3,795	£2,376	Summer Football Academy programme of activities, Insurance for Sports Hub
60	Ballymacash Sports Academy	Lisburn South	£5,500	69	£3,795	£2,376	Utilities (Electric, Heat, Water etc.) and Public Liability and Premises Insurance, Volunteer and Staff Training/Education, Staff Wages, PAYE and NIC, Rent, Program Costs
61	L'Arche	Castlereagh South	£4,350	69	£3,002	£1,879	Warm hub Activity Programme 12 weeks, Facilitator, Materials, Food costs, light, lunch
62	Lisburn U3A	Lisburn South	£4,250	69	£2,933	£1,836	Venue rental re activities: Tai Chi, badminton, bowls, singing etc., Office expenses/computer, Speakers, Catering, capitation Fee
63	Boardmills Women's Institute	Downshire East	£2,500	68	£1,700	£1,064	Venue hire for monthly meetings @ £60 per meeting x 7, venue hire for additional activities @ 60 per activity x 6, Speakers and materials, Refreshments for 30 members x £50
64	Manor Park Community Association	Lisburn South	£4,250	68	£2,890	£1,809	Breakfast Club, Christmas Lunch, Knitting Club, "Well Mans" Club, Water rates, Cleaning Maintenance, Equipment Insurance, Telephone, Stationary/Potage, Advertising Costs, Volunteer Expenses, Community Events, Programmes.
65	Dundonald Women's Institute	Castlereagh East	£2,500	67	£1,675	£1,049	Speakers ,Entertainment, Bus hire, Venue Rent ,Volunteer expenses Volunteer Events Insurance ,Bingo cards and other activity material

66	Hillsborough and District Committee	Downshire West	£2,500	65	£1,625	£1,017	Room Rental, Town planting scheme, window boxes, walking tours, Kings Coronation event
67	Knockmore Community Association	Lisburn South	£4,250	65	£2,763	£1,730	Gas & Electricity & Water, New Equipment, Training, Telephone & Broadband Stationary, Insurance, Men Shed, Pensioners Club
68	Carryduff Retirement Group	Castlereagh South	£1,350	63	£851	£533	Hire of hall, Insurance, Food and Transport for Outings, Speakers, Meeting Costs Operational Costs
69	Drumlough Community Association	Downshire East	£4,250	63	£2,678	£1,676	Country Western night, ceilidh, walking group expenses, stationary, vol expenses, insurance, hall hire, tutors, training
70	Moirá W I	Downshire West	£2,500	63	£1,575	£986	Run a monthly programme of events, speakers, equipment, outings, hire of hall, coaches
71	Hilltop Friends	Killultagh	£1,890	62	£1,172	£734	Yearly activities programme costs, facilitators, materials, outings, hospitality
72	The Thursday Club	Lisburn South	£2,200	62	£1,364	£854	12m programme: armchair aerobics, arts and crafts, insurance, trips, Christmas event
73	Ballybeen Men's Motivational Group	Castlereagh East	£5,500	61	£3,355	£2,100	Facilitators, craft materials, stationary, trips, kitchen expenses, vol expenses
74	Tonagh Neighbourhood Initiatives	Lisburn South	£4,250	58	£2,465	£1,543	Electricity ,Gas ,Insurance, Telephone/ Internet, Maintenance / Equipment, Stationery, Advertising, Facilitators, Training, Programme Costs

75	Include Youth	Lisburn North	£4,000	57	£2,280	£1,427	3 laptops for training , ,AccreditedFirstAid,Qualification, Rent , OC
76	Hillstreet Residents Group	Lisburn North	£2,500	55	£1,375	£861	Insurance, multicultural day , elderly, afternoon tea, Christmas event
77	Ballymacash Neighbourhood Community Craft Group	Lisburn South	£4,250	54	£2,295	£1,437	To run a programme of activities, facilitator, cookery classes, allotments, trips
	Total		£338,100		£263,504	£164,954	

No	DEA	Total
1	Castlereagh East	7
2	Castlereagh South	5
3	Downshire East	12
4	Downshire West	11
5	Killultagh	10
6	Lisburn North	12
7	Lisburn South	20
	Total	77

Community Support Grant 23/24					
No	Group	DEA	Score	Requested Amount	Comments
1	3rd Northern Ireland, Lisburn Methodist, Girls' Brigade	Lisburn North	Ineligible	£5,000.00	Primary Focus not Community Development
2	ADDNI Ltd	Regional	Ineligible	£4,250.00	Regional Organisation/ Focus wider than LCCC
3	Ballybeen Jubilee Allotments Association	Castlereagh East	Ineligible	£1,850.00	Primary focus not community development
4	Mustard Seed Craft Group Moira	Downshire West	Ineligible	£2,500.00	Account/constitution ineligible
5	Pure Mental NI	Killultagh	Ineligible	£5,000.00	Primary Focus not Community Development/Business
6	The Hygiene Bank Moira	Downshire West	Ineligible	£2,500.00	Purchase of gifts/Primary Focus not Community development



Leisure & Community Development Committee

7 March 2023

Report from:

Head of Communities

Item for Decision

TITLE:

1. DEA Investment Programme 2021/22 - Review of Community Facilities Fund; and
2. Launch of Community Facilities Fund 2023/24

Background and Key Issues:

Background

1. In line with the DEA Investment Programme, the governance framework for the Community Facilities Fund was agreed by Council in May 2021. The overall budget was agreed at £280k, with an indicative allocation of £40k per DEA. Council agreed in February to the 2023/24 programme, which includes this fund.
2. The purpose of the Community Facilities Fund was to support physical and/or digital improvements and repairs to existing community facilities to enable groups and organisations to improve income opportunities, make changes to the facility use and/or make the facility more accessible to further engage local communities.
3. The fund opened for applications in June 2021 with a closing date for receipt of applications the following month. Of the 33 applications received, 27 were deemed successful from across 6 DEA's. The only application received from Castlereagh South was withdrawn prior to assessment.

4. The breakdown of successful applications was as follows:

DEA	Applications	Allocation
Castlereagh East	2	£20,000
Downshire East	6	£53,756
Downshire West	2	£15,128
Killultagh	7	£67,000
Lisburn North	7	£69,948
Lisburn South	3	£25,106
Total	27	£250,938

Outcomes Achieved

5. It was agreed by Council that a review of the effectiveness of the Community Facilities Fund would take place before any future round would be launched.
6. An evaluation has been undertaken with each recipient of the grant asked to provide specific feedback in respect of the funding received. Attached at **Appendix 3** is a case study involving six organisations, one from each DEA. Each organisation was visited by a Council Officer and the upgrades/refurbishments are as follows:
 - Installation of IT equipment at Lisburn Racquets Club has allowed live streaming to an international audience;
 - New signage, flooring, IT system and desks have provided more space for a range of training programmes for Ballybeen Women's Centre;
 - Refurbishment of toilet block at the Church on the Hill, Maghaberry has provided additional facilities and baby changing allowing larger number of participants to attend additional programmes; and
 - Resurfacing of flat roof at Mazetown Rural Action Collective has resolved leaking issues and reduced repair maintenances costs. Redevelopment of underutilised space and outdoor resurfacing has enabled the group to offer outdoor programmes and increase capacity
7. Each organisation has clearly demonstrated the positive impact the Community Facilities Fund has made to improve their community facility through upgrades and adaptations. The changes which have been made has improved the experience of the user and enabled additional programming to take place for the benefit of the wider community. In some cases, it is note-worthy to record that groups invested an additional financial contribution to their award offer.
8. In the majority of instances the grant expenditure was incurred within the agreed timeline and an extension was granted only for a small number of projects which were unable to complete due to the unavailability or limited supply of materials and equipment.

Proposed focus and areas of amendment for future Community Facilities Funding

9. There was an imbalance in uptake in terms of applications submitted across the DEAs which resulted in some areas oversubscribed and others not achieving the desired investment. Any future round of this funding needs to address this through targeted awareness raising with groups to encourage submission of applications to seek to achieve the desired balanced investment across the Council area.
10. The essential criteria to provide evidence of a 25 year lease did prove difficult for some groups to demonstrate tenure. It is proposed that this is revised to 10 years reflecting the amount of money on offer.
11. The programme needs to continue to focus on developing resilient communities where people are engaged and empowered. Community Facilities Fund should therefore be supported by and developed with the involvement of the local community.
12. It is proposed the Fund will open for applications in March 2023 and close for assessment of applications four weeks later.
13. The aim of the Fund to improve, upgrade or refurbish Community Facilities to offer activities/ services which help to increase opportunity, reduce inequality and broaden community engagement should remain. A further sub criteria should include a requirement to achieve efficiencies in direct response to the difficult financial environment which groups are currently operating.

Recommendation:

It is recommended that the Committee:

1. Notes the content of the report and the review of the effectiveness of the inaugural Community Facilities Funding;
2. To proceed to implement, in line with the recommendations outlined in the report in terms of amendments to guidelines and associated criteria for funding, the second round of the Community Facilities Fund with a total budget of £280,000, to be distributed across the seven DEAs at a value of £40,000 per area.

Finance and Resource Implications:

£40,000 earmarked for each of the seven DEAs and an overall budget of £280,000 allocated to the programme through the DEA Investment Programme.

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy?

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

Option 2
Screen out with
mitigation

Option 3
Screen in for
a full EQIA

Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Has a Rural Needs Impact Assessment (RNIA) template been completed?

If no, please give explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:




HAS IT BEEN SUBJECT TO CALL IN TO DATE?




No

If Yes, please insert date:



Community Facility Fund – Case Studies

Castlereagh East – Ballybeen Women's Centre

Work Carried Out	Pre work condition	Post Work Benefitted	Before Work	After Work Completed
New Flooring and Fitting	Old wooden flooring had worn away becoming slip hazards with little or no grip and gaps between wooden floors appearing. Flooring became slip and trip hazards to visitors and staff.	New wooden flooring has made for a safer working environment and added to a more aesthetically pleasing appearance upon entering Ballybeen Women Centre.		
Folding Writing Desk	Rooms were cluttered before with little room to move around. Room was messy and hard to manoeuvre tables in and out of room.	Folding writing desk chairs have transformed the space and help keep room tidy and creates extra space in the room for added activities and demonstrations. Has made for a more adaptive and aesthetically pleasing space. This rejuvenated space will encourage the acquisition of new skills and accredited qualifications through a range of education and training courses held within this space.	No photo available	

<p>New work starts in computer suits and Migration to Office 365 and upgrade of ICT</p>	<p>Work carried out to move everyone's pc's over to the new server system and to Office 365 with the decommissioning of the old system.</p>	<p>This has allowed for a more fluid IT system and allowed staff to be able to operate and access drives remotely from home during the covid pandemic. This has allowed for more effective and efficient working environment. This migration will allow the centre to be more adaptive to IT solutions in future events which would require staff to work remotely. This package will help to deliver and encourage the acquisition of skills from basic ICT skills to CLAIT to ECDL</p>	<p>No photo available</p>	
<p>New Signage for BWC and Preschool</p>	<p>Before work commenced from Community Facility Fund, Ballybeen Women Centre was not visible from adjacent road (Ballybeen Park) which made it hard to distinguish for visitors and clients.</p>	<p>Now signage has been erected Ballybeen Women's Centre is more visible to clients and visitors and makes the centre more aesthetically pleasing and gives the centre more of a community presence.</p>		


Downshire East – Dromara Connect

Work Carried Out	Pre work condition	Post Work Benefitted	Before Work	After Work Completed
<p>Outdoor space – resurfacing and redevelopment of under-utilised space</p>	<p>Outdoor space was unable to be safely used. The boundary area was uneven and unsafe for public use.</p>	<p>This project has enabled us as an organisation to offer outdoor space, with picnic tables, to the various groups that we work with. It has transformed what was a rough and unsafe piece of ground into a safe usable space with proper boundaries.</p>	 <p>2021.06.17 16:59</p>	


<p>Installation of picnic Tables</p>	<p>There was no useable space for people to come and meet, sit and enjoy the outdoors.</p>	<p>The installation of a number of picnic tables has opened up additional space for programmes to run and residents to enjoy the outdoors – increasing our capacity for participation</p>		
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<p>Boundary works completed to enclose space to ensure safety</p>	<p>The outdoor space was openly connected to the car park resulting in safety issues and risks to using this space</p>	<p>We installed a boundary wall with appropriate safety measures to ensure the space became enclosed and safer for use within the seating area as well as making the car park area safer.</p>		
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Lisburn North – Lisburn Racquets Club

Work Carried Out	Pre work condition	Post Work Benefitted	Before Work	After Work Completed
<p>Installation of IT Equipment to enable streaming to take place</p>	<p>No streaming system or adequate IT systems were in place resulting in inadequate resources to enhance the development of our club and individual players.</p>	<p>The Grant Scheme has been fantastic for the club at Lisburn Racquets. We are now able to stream all our events worldwide online. It is fantastic that friends and family who are not able to travel to the club can stay at home and watch matches, practices and individual development. This item also allows for wider engagement and interest in the sport to be developed.</p>	<p>n/a</p>	



Lisburn South – Atlas Womens Centre

Work Carried Out	Pre work condition	Post Work Benefitted	Before Work	After Work Completed
<p>Atlas Women’s Centre received £10,000 towards transforming a derelict, dangerous building into a safe space for social community learning, support and interaction. This grant was spent towards a heating system, radiators, sinks and accessible toilets on three floors. Atlas are in the position to offer so much more resources and support to the community.</p>	<p>A derelict, dangerous building Unfit for any purpose.</p>	<p>The Grant Scheme has been fantastic for Atlas and made a massive impact to the groups and help in further expanding our services.</p>	<p>n/a</p>	

Killlultagh – Church on The Hill, Maghaberry

Work Carried Out	Pre work condition	Post Work Benefitted	After Work Completed
<p>Toilet block refurbishment</p>	<p>The toilets were limited in number resulting in many of our youth groups and childcare facility having to limit their intake numbers to meet with H&S Requirements.</p> <p>No suitable baby changing facility</p>	<p>Additional toilets were added to enable more children to access the childcare and youth groups. In addition, the toilets can service more adults and one time resulting in us being able to deliver programmes with larger participant numbers and support more residents from the area.</p> <p>We installed a secure and private baby changing facility outside of a toilet cubical to reduce wasted space and also ensure it is easily accessible</p>	

Downshire West – Mazetown Rural Action Collective

Work Carried Out	Pre work condition	Post Work Benefitted	Before Work	After Work Completed
Flat Roof Resurfacing	Old Flat Roof had a broken surface that was resulting in water unable to be dispersed. This lead to leakages to internal areas of the building resulting in damp and water damage.	No further leaks and costly damage to internal items and structure resulting in reduced repair expenses to group.		



Leisure and Community Development Committee

7 March 2023

Report from:

Head of Communities

Item for Noting

TITLE: King's Coronation Working Group Minutes

Background and Key Issues:

The minutes of the following King's Coronation Working Group are presented to the committee for noting:

- Meeting held on 11 January 2023

Recommendation:

It is recommended that the committee notes the minutes of the King's Coronation Working Group meeting held on 11 January 2023.

Finance and Resource Implications:

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1

Screen out
without mitigation

Yes

Option 2

Screen out with
mitigation

No

Option 3

Screen in for
a full EQIA

No

Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

Yes

Has a Rural Needs Impact
Assessment (RNIA) template been
completed?

Yes

If no, please give explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

No

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

Minutes of Meeting held on 11 January 2023

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

Yes/No

If Yes, please insert date:

King's Coronation Working Group

Wednesday 11 January 2023 at 10am

In Attendance:

Councillor Hazel Legge

Councillor Sharon Skillen

Councillor Aaron McIntyre

Director of Leisure & Community Wellbeing

Head of Parks and Amenities

Head of Communities

Comms Manager

Arts Education Officer

Museum Services Manager

1.0 Welcome

Cllr H Legge welcomed everyone to the meeting.

2.0 Apologies

Alderman Amanda Grehan

Siobhan McCormick, Arts Service Manager

Frances Byrne, Head of Corporate Comms and Administration

Victoria McClean, Civic Events Officer

3.0 Draft Programme of Events

Angela McCann outlined the draft programme of events and updated on each area as required. The following information was noted:

- **Flowerbeds**

Ross Gillanders advised that pending the availability of summer bedding, the flowerbeds will be completed in advance of the Coronation weekend.

- **Grant Fund Programme**
This will be launched w/c 30 January following ratification by Council. The Grant Programme will be used to launch the overall King's Coronation Programme within LCCC.
- **Comms Campaign**
Dedicated page to the Coronation that the public can access will form part of the launch w/c 30 January. This will be updated on a regular basis as further information on each area of the programme becomes available.
- **Service of Thanksgiving**
Arrangements are to be confirmed with the Mayor.
- **DEA Tapestry Workshops**
The procurement of an artist is being progressed to facilitate the workshops and further update to be provided at the next meeting.

4.0 **Date of next meeting**

Date of next meeting is 8 February at 10am via zoom.



Leisure & Community Development Committee

7 March 2023

Report from:

Head of Communities

Item for Decision

TITLE: **Community Festivals Funding 2023/24**

Background and Key Issues:

Background

1. The Community Festivals Fund is jointly funded by Lisburn and Castlereagh City Council and the Department for Communities (DfC) to recognise the role that festivals can play in increasing social cohesion, economic regeneration and strengthening community relations. This grant scheme therefore aims to assist constituted groups working within the council area to organise their own locally based festivals.
2. To date, the Department for Communities has not issued a Letter of Offer to any council for the financial period 2023/2024 and confirmed this is due to its budget allocations yet to be agreed. This is therefore being taken at risk given the unknown financial position of the department.
3. Based on similar circumstances in previous years whereby the scheme is dependent on a 50% funding allocation from the Department for Communities, the scheme opened for applications on Friday 9 December 2022 and closed on Tuesday 17 January at 12 noon.

4. Three information sessions were held; Bridge Community Centre, Lisburn on Thursday 15 December, 7.00pm with 8 groups represented in attendance, Enler Community Centre, Dundonald on Tuesday 10 January, 7.00pm with 8 groups represented in attendance and Maghaberry Community Centre on Wednesday 11 January, 11.00am with 7 groups represented in attendance.

Outcome of application process

5. A total of 34 applications were received, 3 of which were deemed ineligible as they did not meet either the eligibility criteria or the required threshold score. The indicative budget for the Community Festivals Fund for the purposes of award is estimated at £57,000.
6. Based on a budget of £57,000, there is a requirement to reduce all awards by 21.24% of their weighted allocation.

Recommendation:

It is recommended that the committee considers and agrees the award of a grant with a 21.24% reduction in order to remain within the budget of £57k. Furthermore, the unsuccessful applicants will receive feedback and support from staff as required.

Finance and Resource Implications:

£57,000 as per the 2023/24 budget

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="checkbox"/> Yes	Option 2 Screen out with mitigation	<input type="checkbox"/> No	Option 3 Screen in for a full EQIA	<input type="checkbox"/> No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

[Empty text box]

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Has a Rural Needs Impact Assessment (RNIA) template been completed?

If no, please give explanation/rationale for why it was not considered necessary:
[Empty text box]

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:
[Empty text box]

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:
[Empty text box]

LCCC Community Festivals Fund 2023-24 Table of Outcomes

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No	Group	DEA	Score	Eligible Requested Amount (£)	Eligible Amount Requested Based On Weighted Score (£)	Eligible Amount Based On Weighted Score less 21.2489% (£)	
1	PTA, Friends' School Lisburn	Lisburn North	96	£3,500	£3,360.00	£2,646.04	Friends' Christmas Festival, Dec 2023
2	Carryduff GAC	Castlereagh South	95	£2,902	£2,756.76	£2,170.98	Carryduff GAC Cultural Festival 2023, 20th - 29th May 2023
3	Hillsborough Working Together	Downshire West	87	£3,500	£3,045.00	£2,397.97	Hillsborough Working Together Summer, 23rd June & 29th June 2023
4	Old Warren Community Association	Lisburn South	85	£3,500	£2,975.00	£2,342.85	Old Warren Environmental Space 3 - 11 July 2023
5	Ballymacash Regeneration Network	Lisburn South	84	£3,500	£2,940.00	£2,315.28	Camp Happy Smiles, - 28th July 2023
6	Carryduff Playgroup and Playcare Centre	Castlereagh South	83	£1,600	£1,328.00	£1,045.81	Carryduff Playcare Summer Fair, Sat 10th June 2023
7	Larchfield Community & Development Association	Downshire East	80	£3,500	£2,800.00	£2,205.03	Family Fun Day and Vintage Rally, 9th Sept 2023
8	Helping Hands Autism Support Group	Castlereagh East	79	£3,300	£2,607.00	£2,053.04	Christmas Sensory Fun, 4th - 10th Dec 2023

9	Poundbridge & District Community Association	Downshire East	78	£3,500	£2,730.00	£2,149.91	The Pound Bridge Yuletide Festival, 25 Nov - 16 Dec 2023	54
10	Ballinderry District Orange Lodge	Killultagh	77	£3,500	£2,695.00	£2,122.34	Ballinderry Ulster Scots & Orange Festival, 17th June - 12th July	
11	Ballybeen Improvement Group	Castlereagh East	77	£3,500	£2,695.00	£2,122.34	July Cultural Celebration 11 July 2023	
12	The Welcome Project	Lisburn South	77	£3,500	£2,695.00	£2,122.34	Foods of the World , 15 - 20 January 2024	
13	Lisburn Temperance Junior	Downshire East	76	£2,800	£2,128.00	£1,675.82	CHRISTMAS CONNECTING COMMUNITIES 11 - 16 Dec 2023	
14	LCC Community Trust	Lisburn North	75	£3,500	£2,625.00	£2,067.22	Lisburn Cares 24th July – 10th August 2023	
15	Lower Broomhedge Community Association	Killultagh	75	£2,950	£2,212.50	£1,742.37	Summer Family Fun Festival 8th July 2023	
16	Carryduff Colts Football Club	Castlereagh South	74	£3,500	£2,590.00	£2,039.65	Cross Community Cup 10 - 11th June 2023	
17	Mazetown Rural Action Collective	Downshire West	72	£2,620	£1,886.40	£1,485.56	Mazetown Celebration of our Community 11- 14th July 2023	
18	Seymourhill & Conway Residents Association	Lisburn North	71	£3,500	£2,485.00	£1,956.96	Julu Festival, 11 July 2023	
19	Annahilt & Magheraconluce Community Association	Downshire East	70	£3,500	£2,450.00	£1,929.40	Annahilt Together Festival, Dates 5th August and 1st September	
20	Stoneyford Community & Youth Association	Killultagh	67	£2,990	£2,003.30	£1,577.62	Stoneyford Carnival, 5th Aug 2023	

Castlereagh East	2
Castlereagh South	3
Downshire East	6
Downshire West	4
Killultagh	4
Lisburn North	6
Lisburn South	6
	31

DEA	Score	Eligible Requested Amount (£)	Eligible Amount Requested Based On Weighted Score (£)	21.2489% of Percentage score of eligible requested amount	Eligible Amount Based On Weighted Score less 21.2489% (£)	Dates of Festival
Lisburn North	33	£0	£0.00	£0.00	£0.00	Football and Craft for All, 21st May 2023
Castlereagh East	13	£0	£0.00	£0.00	£0.00	Crown It June - July 2023
Lisburn North and South	14	£0	£0.00	£0.00	£0.00	Kings Coronation - Two day festival 5th & 6th May 2023



Leisure & Community Development Committee

7 March 2023

Report from:

Head of Communities

Item for Noting

TITLE: Lisburn & Castlereagh Housing Liaison Forum – Minutes of Meeting

Background and Key Issues:

The minutes of the following Housing Liaison Forum meeting are presented to the committee for noting:

1. 14 November 2022

Recommendation:

It is recommended that the committee notes the minutes of the Housing Liaison Forum held on the date outlined in the report.

Finance and Resource Implications:

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy?

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="N/A"/>	Option 2 Screen out with mitigation	<input type="text" value="N/A"/>	Option 3 Screen in for a full EQIA	<input type="text" value="N/A"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	<input type="text" value="N/A"/>	Has a Rural Needs Impact Assessment (RNIA) template been completed?	<input type="text" value="N/A"/>
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If no, please given explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

Yes/No

If Yes, please insert date:

Lisburn and Castlereagh Housing Liaison Forum

Minutes of the Hybrid Meeting held on Monday 14th November 2022 at 2.00pm Oak Room and Zoom

Present:

Oak Room	Via Zoom
Councillor Jonathan Craig Angela McCann, LCCC Catharine McWhirter, LCCC Des Marley, NIHE Ciaran Stitt, NIHE	Alderman Amanda Grehan Councillor Sharon Skillen Councillor Nathan Anderson Councillor Tim Mitchell Councillor Martin Gregg Councillor Gary McCleave Garry King, PSNI Tony Lavery, Apex Housing Jon Anderson, Choice Housing Catherine Devlin, Choice Housing Tim O Malley, Clanmil Housing Claire Robinson, Habinteg Housing Graham Staples, NIHE Joe Galbraith, Radius Housing Adrian Bird, Resurgam Trust & LD&AF

- 1. Welcome**
 The Chairman, Councillor Jonathan Craig welcomed everyone to the meeting.
- 2. Apologies**
 Apologies were accepted from the following

Bridgeen McCormick, Connswater Homes C/Insp Ian McCormick, PSNI Insp Niall Rafferty, PSNI Patrick Thompson, NIFHA	Maurice Millar, Triangle Housing Jan Sloan, Clanmil Emma McLroy, Arbour Housing
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- 3. Minutes of the Previous Meeting**
 The minutes of the previous meeting held on 20 June 2022 were agreed, proposed by Des Marley, seconded by Catherine Devlin.
- 4. Update from Housing Providers**

Apex Housing

Tony Lavery provided the following update from Apex Housing

- Currently no voids
- No ASB
- No planned maintenance schemes in the Council area.
- Waiting on Planning Permission for the Ballinderry Road development, however, it is still expected to be on site in this current financial year.

Arbour Housing

There was no-one from Arbour Housing attending the meeting to provide an update.

Choice Housing

Catherine Devlin provided an update on current and new developments and ongoing works.

- A number of vacancies continue within sheltered and supported living schemes due to low demand in the Carryduff and Dundonald areas. Choice are working with the Trust for referrals in relation to vacancies at St Paul's.
- 6 vacancies, 2 & 3 bedroom general needs housing in Dundonald, Newtownbreda and Carryduff and Lisburn.
- 2 ASB – one of which is under investigation.
- Programmed development at Cherryhill Dundonald.
- With the Acquisition of Victoria Housing – a two year maintenance programme is commencing with tenants currently being decanted to temporary accommodation to enable major renovations.
- Major improvements at Pond Park completed at end August

Following discussion regarding historical flooding due to a culverted river adjacent to the new Old Hillsborough Road site which had recently gained planning permission. Jon Anderson advised that as part of the planning application interventions will be in place to enable the diversion of the river.

Councillor Skillen expressed her thanks to the Choice team for the Cherry Hill development.

Clanmil Housing

Tim O'Malley provided an update on current Clanmil developments

- No new developments currently planned.
- Oakridge development update - 31 family homes now handed over.
- Ayrshire – final phase commenced with the last 19 apartments due to be handed over before end of this year
- Upper Newtownards Road – now handed over.

- 6 voids.
- Graham Gardens and Wardsborough Road now fully allocated.
- 18 ASB since June, five of which were in relation to one occurrence. 7 in Graham Gardens during June and July involving one occupant who will appear in court in the near future. No ASB during September and October.
- Tim advised of a successful outcome in regards to a suspended eviction regarding an individual who has now become an active member of society.
- Tim reported that Clanmil are currently recruiting for a new role of Tenancy Co-Ordinator to engage with tenants around tenancy sustainability.

Connswater Housing

There was no-one from Connswater available to attend to provide an update.

Habinteg

Claire Robinson provided an update on current developments

- One void – Claire advised this was a 2 bed mobility bungalow and requested from Forum members that if they knew of anyone who could avail of the property put them in contact with Habinteg.
- No live ASB, however Habinteg were currently talking to PSNI regarding a person of interest.
- No current plans for any new developments in the Council area

Radius Housing

Joe Galbraith provided the following update from Radius Housing

- 14 voids – all new tenancies at Chapel Hill Mews and will be filled this month.
- Currently no new developments planned for the Council area.
- No serious ASB – 2 minor neighbourhood disputes.
- 6 notices of legal action due to arrears, advice officers are assisting to sustain tenancies.
- No new or planned works currently scheduled.
- Joe advised that response to the cost of living crisis Radius had identified a limited budget for a top-up grant, housing officers were on the ground identifying those who may be in need.

Councillor Anderson reported he had been contacted by residents from the Orchard House Newtownbreda development regarding their concerns that residents had not been receiving general fire safety tests.

ACTION

Joe to investigate by contacting the area manager and will come back to Councillor Anderson.

NIHE

Des Marley advised on the issues raised regarding the delays in response maintenance and had highlighted these with the contractor.

- The contractors are meeting their targets in relation to emergency and urgent repairs.
- The contractors are behind on change of tenancy and routine works due to the inherited backlog from the previous contractor. The teams are working closely with the contractors.
- Housing and investments standards are being addressed and inspections methods are in place and being monitored.
- Regarding Tenancy Support – Des advised officers are working closely with communities, identifying vulnerable and putting them in contact with support agencies where appropriate (i.e foodbanks).
- Des advised he had circulated the details of first point of contact Team Leaders and Patch Managers to Members.

Ciaran Stitt provided an overview on current situation

- Ciaran advised he was attending weekly meetings regarding voids, normal targets are being met regarding relets.
- Regarding the existing backlog NIHE are prioritising based on need with the potential to move in in advance of finished works dependant on health and safety. NIHE are working with Housing Solutions in order to get families out of temporary accommodation.
- PPM – tendering process now complete and contractors appointed.
- Additional sub contractors are now on site to move works along.
- ASB – 5 ASB in current month with 31 since start of year. NIHE are monitoring and liaising with Lisburn Safe.
- The Moynes – there are currently no NIHE tenants remaining
- Lisburn Office now returned to pre Covid levels and office counter now open full-time. Footfall is up but not quite pre covid levels. Operational staff are back in office with a blended approach, interagency meetings back on.
- Dundonald counter remains closed, however, it is planned to have this opened in January 2023

Following on from a question from The Chairman regarding the tower blocks Ciaran advised that demolition was planned for summer 2023. NIHE had received positive updates from the demolition contractor and Team leaders.

Graeme advised on schemes under construction

- Causeway End Road
- Warren Gardens
- Old PSNI station, Dromara
- Mountview now completed
- Ayreshire almost complete

- Oakridge now handed over.
- Bridge Street now under construction
- Programmed construction Glenavy Road
- Beechhill – Cedarhurst
- Hillsborough Old Road for Arc Housing under scheme of delegation
- Ballinderry Road scheme waiting on final sign off by DfI Roads
- New Year consolidated programme for Dunmurry High School site for Connswater.

5. Current Consultations

There were no current consultations to report

6. Any other business

Adrian Bird advised of partnership opportunities regarding projects which are currently being undertaken by Resurgam within the community through their social enterprises and community businesses. Partnership working to address homelessness, linking those in need back into the community.

- Hardship, providing a community foodbank to prevent food wastage with collections from local supermarkets with 70-80 people per week benefiting.
- Support across communities – providing 250 meals supported by Choice with a £500 donation.
- Ground maintenance contract service, grass cutting contract.
- Power washing, cleaning.

Adrian advised Resurgam would like to scale up and widen out into the Dundonald area.

8. Date and time of next meeting

Monday 27 February at 2.00pm – Hybrid – LVI and Zoom.



Leisure & Community Development Committee

7 March 2023

Report from:

Head of Communities

Item for Decision

TITLE: King's Coronation Grant Programme

Background and Key Issues:

Background

1. Council agreed to develop and implement, as part of its overall King's Coronation Programme, a grant programme to allow local groups to apply for funding to undertake local community initiatives/celebratory events.
2. The grant has an upper threshold amount of £500 with an overall budget of £42 - £45,000, agreed against this element of the programme.

The grant opened for applications on 31 January 2023 and closed on 20 February 2023.

Outcome

There were a total of 107 applications received and each was assessed against the designated criteria. Five applications were deemed ineligible as they were received from schools and one was withdrawn prior to assessment.

Following assessment, 101 applications were deemed successful with a total amount requested of £50,495.

In line with the agreed budget for this programme, there is a requirement to reduce the eligible amount to each recipient by 11% which means an offer of £445 to all groups and an overall allocation of £44,941 which brings the programme in within budget.

Recommendation:

It is recommended that the committee considers the content of the paper and agrees the implementation of the offer of £445 to all eligible groups.

Finance and Resource Implications:

Total award of £44,941

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="checkbox"/> Yes	Option 2 Screen out with mitigation	<input type="checkbox"/> No	Option 3 Screen in for a full EQIA	<input type="checkbox"/> No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	<input type="checkbox"/> Yes	Has a Rural Needs Impact Assessment (RNIA) template been completed?	<input type="checkbox"/> No
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If no, please given explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:

King's Coronation Grants 2023

No	Group	DEA	Score	Amount Requested	Option 1 Amount Awarded	Option 2 11% Reduction	Details of Project
1	Ballybeen Educational and Cultural Heritage Hub	Castlereagh East	73%	£780	£500	£445	Family Fun Day
2	Ballybeen Improvement Group	Castlereagh East	95%	£500	£500	£445	All inclusive celebratory events with live music and food.
3	Ballybeen Women's Centre Ltd	Castlereagh East	86%	£500	£500	£445	Coronation party for the children and flower planning, flower arranging and a tea party for the women
4	Ballyoran Community & Arts Group	Castlereagh East	66%	£500	£500	£445	Tea Party open to the community
5	Christ Church Youth Council	Castlereagh East	86%	£1,550	£500	£445	Community Fun Day to celebrate the king's coronation
6	Dundonald Angling Club Ltd	Castlereagh East	91%	£500	£500	£445	Celebratory evening barbecue event at the club lake.
7	Dundonald Townswomen's Guild	Castlereagh East	73%	£622	£500	£445	Celebratory afternoon tea
8	Dundonald Women's Institute	Castlereagh East	79%	£500	£500	£445	Evening Party Event with quiz, speaker and talk
9	Moneyreagh & District Community Association	Castlereagh East	82%	£1,088	£500	£445	Royal Day Out (Over 3/5 days)

10	Moneyreagh NonSubscribing Presbyterian Church	Castlereagh East	91%	£720	£500	£445	Live stream the Coronation. Refreshments, Musicians, Food, Children's Competition
11	Moneyreagh Union Band Masonic Lodge	Castlereagh East	64%	£850	£500	£445	A Programme Of Celebrations in Conjunction with other Moneyreagh Groups
12	St. Mary's Parish Church, Ballybeen	Castlereagh East	81%	£1,550	£500	£445	Fun Day
13	The Ballybeen Jubilee Allotments	Castlereagh East	87%	£500	£500	£445	Coronation Big Lunch BBQ
14	Valley Residents Fun Day	Castlereagh East	59%	£1,620	£500	£445	Fun Day on the green for the community
15	Carryduff Retirement Group	Castlereagh South	73%	£754	£500	£445	Hire of hall, Catering costs, speaker/musician, Sundries
16	Killynure Community Association	Castlereagh South	86%	£500	£500	£445	Coronation Festival and Celebrations
17	Anahilt Primary School PTA	Downshire East	86%	£500	£500	£445	Community BBQ / breakfast to celebrate the coronation
18	Annahilt and Magheraconluce Community Association	Downshire East	90%	£770	£500	£445	Coronation Family Fun Night
19	Ballylesson Old Boys' Flute Band	Downshire East	91%	£500	£500	£445	Coronation Celebration Event

20	Carr PS PTA	Downshire East	87%	£500	£500	£445	Coronation Tea Party for the school community, parents and family
21	Dromara Community Group	Downshire East	67%	£920	£500	£445	King's Coronation Celebration Fun Day
22	Dromara Local History Group	Downshire East	69%	£675	£500	£445	Hog Roast followed by a talk by a local Historian
23	Drumbeg Community Association	Downshire East	76%	£600	£500	£445	Community led afternoon with music, activities for children and refreshments
24	Drumbo & District Community Association	Downshire East	91%	£500	£500	£445	A celebratory lunch for the community
25	Drumlough Community Association	Downshire East	78%	£695	£500	£445	King's Coronation a Tea party
26	Drumlough True Blues LOL423	Downshire East	95%	£500	£500	£445	Coronation celebration evening for the community of Drumlough and surround
27	Dundrod Temperance L.O.L no73	Downshire East	57%	£660	£500	£445	Coronation BBQ for families and members
28	Hillhall Regeneration Group	Downshire East	86%	£620	£500	£445	Medals to celebrate the coronation (memorabilia), refreshments /BBQ /Drink Crafts.
29	Holy Trinity Ballylesson, Parish of Drumbo, Church of Ireland	Downshire East	82%	£700	£500	£445	BIG Lunch and fun day

30	Irwin's True Blues	Downshire East	96%	£500	£500	£445	Coronation Celebration Event
31	Larchfield Community Development Association	Downshire East	77%	£2,090	£500	£445	BBQs , music, children's activities, cake, food
32	Lisburn Congregational Church	Downshire East	82%	£1,100	£500	£445	Community Celebration Service and Lunch. Food, musicians,
33	Lisburn Temperance Junior	Downshire East	91%	£800	£500	£445	Coronation Bibs music fun and games
34	Poundbridge & District Community Association	Downshire East	87%	£500	£500	£445	A Coronation Event
35	Ravarnet Community Network	Downshire East	87%	£500	£500	£445	A celebratory 'afternoon tea party'
36	St John's Parish Church Dromara	Downshire East	75%	£600	£500	£445	Big Lunch on Sunday
37	1st Hillsborough Scout Group	Downshire West	86%	£500	£500	£445	Creation of a King's Coronation commemorative planting scheme at Scout H
38	Apprentice Boys of Derry Royal Hillsborough Branch	Downshire West	81%	£700	£500	£445	Evening dinner celebration event at Lisburn Orange Hall.
39	Deramore Rehabilitation Association	Downshire West	90%	£500	£500	£445	Community Get Together & Celebration

40	Downshire Primary PTA	Downshire West	85%	£500	£500	£445	Downshire Coronation Big Lunch event.
41	Dunbeg Ashvale and Kilwarlin (DAK) Community Group	Downshire West	90%	£500	£500	£445	Screening the Coronation at Hillsborough Parish Church Green.
42	Hillsborough and District Committee	Downshire West	87%	£500	£500	£445	Coronation big lunch with brass band and circus stilt walker
43	Hillsborough Community Centre	Downshire West	95%	£500	£500	£445	Screening of the King's coronation and community celebration
44	Hillsborough Fort Guard	Downshire West	87%	£500	£500	£445	Picnic in the park talks and demonstration to celebrate the coronation
45	Hillsborough Old Guard	Downshire West	85%	£2,000	£500	£445	Screening the coronation during fun ay
46	Hillsborough Rainbows	Downshire West	91%	£500	£500	£445	Tea party for children and their parents to come and celebrate together. Food and entertainment.
47	Hillsborough Ranger Guides	Downshire West	55%	£855	£500	£445	Charity Cook Book
48	Hillsborough Working Together	Downshire West	91%	£500	£500	£445	Screening the coronation community event
49	Lagan Valley Apprentice Boys of Derry Cultural Society	Downshire West	72%	£950	£500	£445	Musical and Social Evening
50	Lurganville and District Community Association	Downshire West	56%	£1,375	£500	£445	Afternoon Tea Party

51	Mazetown Rural Action Collective	Downshire West	91%	£500	£500	£445	Celebration of the Coronation with entertainment including DJ/Musi
52	Moira Community Association	Downshire West	91%	£500	£500	£445	Coronation Picnic in the Park
53	Moira Methodist Church	Downshire West	85%	£1,850	£500	£445	Community Tea Party
54	St James's Parish Church	Downshire West	81%	£500	£500	£445	Celebrate the Kings Coronation by hosting a community family day.
55	Aghalee Village Hall	Killultagh	72%	£850	£500	£445	Open Day to screen the King's Coronation
56	Ballinderry War Memorial Hall Management Committee	Killultagh	81%	£1,045	£500	£445	Open the hall to show Kings Coronation live on the big screen, and provide a
57	Brookmount Cultural & Education Society	Killultagh	82%	£620	£500	£445	Dance music and dance caller/discussion educational talk/guest speaker
58	Castlerobin Guiding Star LOL 146	Killultagh	81%	£910	£500	£445	Celebratory event with Face Painting, Food for BBQ, juices, children's treats
59	Crewe LOL 24	Killultagh	64%	£830	£500	£445	Kings Coronation BBQ
60	Fourscore LOL 340	Killultagh	81%	£500	£500	£445	Coronation party to take place at Fourscore Orange Hall for the whole comm
61	Glenavy District LOL No.4	Killultagh	90%	£579	£500	£445	Family Fun Day / Street Party. Bouncy Castles, Face Painter

62	Hilltop Friends	Killultagh	83%	£500	£500	£445	Event to celebrate the Coronation of King Charles III. Music, food and
63	Lanaway Rural Development & Cultural Society	Killultagh	83%	£500	£500	£445	Hog Roast and Dance - Entertainment & catering
64	Lower Broomhedge Community Association	Killultagh	86%	£700	£500	£445	Tea Party and drumming exhibition
65	Maghaberry Community Association	Killultagh	82%	£635	£500	£445	A Right Royal Tea Dance
66	Magheragall Parish Church	Killultagh	65%	£3,000	£500	£445	Community Lunch
67	Stoneyford Apprentice Boys	Killultagh	87%	£500	£500	£445	Church service to celebrate the King's Coronation and celebratory event in S
68	Stoneyford Community and youth association	Killultagh	91%	£500	£500	£445	Afternoon tea family fun event
69	Sunshine Community Playgroup	Killultagh	76%	£495	£495	£441	Kings and Queens party for the children
70	Ulster New Zealand Trust	Killultagh	90%	£500	£500	£445	Audio visual presentation followed by entertainment and afternoon tea
71	2nd Lambeg Guide Unit	Lisburn North	90%	£500	£500	£445	Activity day with food Inflatables, food, crafts
72	817 (Lisburn) Squadron Air Training Corps	Lisburn North	71%	£500	£500	£445	BBQ for Cadets, staff, parent and local residents

73	Atlas Women's Centre	Lisburn North	95%	£500	£500	£445	Full day of 3 events for 3 audiences morning afternoon and evening respectively.
74	Christ Church Lisburn	Lisburn North	75%	£500	£500	£445	Children's Day Celebration - Buffet style Food, Community Tribal Drummers activities
75	Damask Community Outreach After Schools Programme	Lisburn North	90%	£550	£500	£445	Street party with Bouncy Castle , Commemorative Gift , Food for Coronation Cake, Venue Hire
76	Derriaghy Hall Committee	Lisburn North	91%	£550	£500	£445	Litter Pick & Tree Planting and children's party / BBQ
77	Derriaghy Village Community Association	Lisburn North	91%	£500	£500	£445	Community fun day for the whole community. Inflatables, music, entertainment, Food, BBQ and decorations.
78	Hilden Community Association	Lisburn North	90%	£550	£500	£445	Family Fun Day
79	Hillstreet Residents Group	Lisburn North	90%	£900	£500	£445	Street Party for the local community with face painters and inflatable and afternoon tea
80	Home-Start Lisburn/Colin	Lisburn North	70%	£500	£500	£445	Royal jewellery tea party and volunteer drive
81	Lambeg Parish Church and Hilden Centre	Lisburn North	95%	£685	£500	£445	Musicians, food, face painting, coronation literature.
82	LCC Community Trust	Lisburn North	80%	£1,675	£500	£445	Community Celebration lunch

83	Lisburn Branch Royal British Legion	Lisburn North	81%	£700	£500	£445	Street Party
84	Lisburn Cathedral	Lisburn North	91%	£500	£500	£445	Celebration Lunch
85	Lisburn Downtown Centre	Lisburn North	87%	£500	£500	£445	Tea Party to celebrate the Kings Coronation
86	Lisburn PSP	Lisburn North	81%	£500	£500	£445	Coronation Breakfast and Toast
87	Sew Ready CIC	Lisburn North	91%	£500	£500	£445	Royal themed Sewing Festival
88	Seymourhill & Conway Residents Association	Lisburn North	95%	£650	£500	£445	Kings Coronation celebration event. Bouncy castles, Music/entertainment and food.
89	St Columba's Derryvolgie	Lisburn North	90%	£560	£500	£445	Coronation Street party
90	Ballymacash Neighbourhood Community Craft Group	Lisburn South	73%	£500	£500	£445	High Tea using china fit for a King
91	Ballymacash PTA	Lisburn South	72%	£720	£500	£445	Tea party for 500 children to celebrate the King's coronation
92	Ballymacash Regeneratoin Network	Lisburn South	87%	£500	£500	£445	Plans to host a Kings Coronation Tea Party
93	Beechland Community Group	Lisburn South	85%	£500	£500	£445	Coronation Tea Dance and Fun Day

94	Friends Of Parkview	Lisburn South	72%	£1,000	£500	£445	Fun Day for the pupils and staff
95	Knockmore Community Association	Lisburn South	83%	£500	£500	£445	Tea party with music and fun and treats for everyone to celebrate the King's Coronation. Food and Drinks, Entertainment, Decorations and party packs.
96	Lagan District Girls' Brigade	Lisburn South	87%	£500	£500	£445	Tea Party to celebrate the Kings Coronation
97	Manor Park Community Association	Lisburn South	81%	£1,100	£500	£445	Fun Day
98	Old Manor House Social Club	Lisburn South	86%	£700	£500	£445	Meal Musical entertainment after watching the Coronation on a wide screen television.
99	St. Paul's Parish Church, Lisburn	Lisburn South	91%	£500	£500	£445	Joint service of celebration and tea party
100	Thursday Club Windermere	Lisburn South	85%	£585	£500	£445	Afternoon Tea Party
101	Tonagh Neighbourhood Initiatives	Lisburn South	91%	£500	£500	£445	Traditional Tea Party
	Total			£73,083	£50,495	£44,941	

Castlereagh East	14
Castlereagh South	2
Downshire East	20
Downshire West	18

Killultagh	16
Lisburn North	19
Lisburn South	12
Total	101

No	Group	DEA	Amount Requested	Comment
1	Moneyreagh Primary School	Castlereagh East	£1,750	Primary school ineligible
2	Dromara Primary School	Downshire East	£733	Primary school ineligible
3	Largymore Primary School	Downshire West	£780	Primary school ineligible
4	Old Warren Primary School	Lisburn South	£500	Primary school ineligible
5	Old Mill Rise Community Group Dundonald	Castlereagh East	£500	Application withdrawn
6	Moira Primary School	Downshire West	£500	Primary school ineligible



Leisure & Community Development Committee

7 March 2023

Report from:

Head of Communities

Item for Noting

TITLE: Policing and Community Safety Partnership Action Plan 2023-2024

Background and Key Issues:

1. Background

In January 2023 Lisburn & Castlereagh Policing and Community Safety Partnership (PCSP) undertook an assessment of Policing and Community Safety in the Lisburn & Castlereagh City Council Area.

2. Consultation and Research

This exercise was undertaken to ensure that the priorities identified continue to reflect priority policing and community safety issues in the area and was informed by analysis of information provided by partnership members, statutory partners, as well as the results of ongoing borough wide engagement and consultation on policing and community safety across the council area.

3. Cognisance was also taken of:

- The Community Safety Framework
- The Northern Ireland Policing Plan and current Annual Performance Plan
- Public Satisfaction Surveys
- Together: Building a United Community – Good Relations Strategy
- Fresh Start – the Stormont Agreement and Implementation Plan

- Executive Action Plan for Tackling paramilitary activity, criminality and organised crime
 - Local Council's Good Relation Plan
 - Local Community Plan
4. A Turning the Curve Exercise was also undertaken in relation to the current PCSP Action Plan Indicators/themes to formulate the partnership's best thinking on projects and initiatives to contribute towards the overall outcome.

As a result of the Turning the Curve Exercise the following Indicators/themes have been identified as local priority for the ensuing year.

- ASB;
- Drugs and Alcohol Abuse;
- Hate Crime;
- Domestic burglary;
- Road safety;
- Domestic and Sexual Abuse;
- Cyber Crime;
- Vulnerabilities from Organised crime (including Paramilitarism).

5. Action Plan and Budget 2023-24

Attached at **Appendix** is the Lisburn & Castlereagh PCSP Action Plan for 2023-24 and budget allocation which was agreed by the Partnership at its meeting held on 21 February 2023. The Action Plan has been submitted to the Joint Committee (NIPB & DoJ) for final approval.

Recommendation:

It is recommended that Members note the PCSP Action Plan for 2023-24.

Finance and Resource Implications:

Provision made in 2023-24 budget to support administration costs to deliver the PCSP Action Plan.

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy?

Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

Option 2
Screen out with
mitigation

Option 3
Screen in for
a full EQIA

Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

It was concluded that there is no need to conduct a full equality impact assessment on the proposed Action Plan for the PCSP. However, the potential for minor negative impacts have been identified for those whose first language is not English. Adjustments will be put in place upon request.

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

Has a Rural Needs Impact
Assessment (RNIA) template been
completed?

If no, please given explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

Appendix PCSP Action Plan 2023-24

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:

In January 2023 Lisburn & Castlereagh PCSP undertook an Assessment of Policing and Community Safety in the Lisburn & Castlereagh City Council Area. This exercise was undertaken to ensure that the priorities identified continue to reflect priority policing and community safety issues in the area and was informed by analysis of information provided by statutory partners, as well as the results of ongoing borough wide engagement and consultation on policing and community safety across the council area.

Cognisance was also taken of:

- The Community Safety Framework
- The Northern Ireland Policing Plan and current Annual Performance Plan
- Public Satisfaction Surveys
- Together: Building a United Community – Good Relations Strategy
- Fresh Start – the Stormont Agreement and Implementation Plan
- Executive Action Plan for Tackling paramilitary activity, criminality and organised crime
- Local Council's Good Relation Plan
- Local Community Plan

A Turning the Curve Exercise was undertaken in relation to the current PCSP Action Plan Indicators/themes to formulate the partnership's best thinking on projects and initiatives to contribute towards the overall outcome.

As a result of the Turning the Curve Exercise the following Indicators/themes have been identified as local priority.

- ASB;
- Drugs and Alcohol Abuse;
- Hate Crime;
- Domestic burglary;
- Road safety;
- Domestic and Sexual Abuse;
- Cyber Crime;
- Vulnerabilities from Organised crime (including Paramilitarism).

Strategic Priority 1: To ensure effective delivery in response to local need, and improve the visibility and recognition of the work of the PCSP through effective consultation, communication and engagement

Indicators	<p>% of public awareness of PCSP % people reporting crime (NI Crime Survey) % of PCSP members making full meeting attendance # of PCSP participants at Public Events</p>
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Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
Consultation and Engagement	To improve the visibility and recognition of the work of the PCSP through effective consultation and engagement.	<p>Private/Public/thematic meetings of the PCSP</p> <p>Attendance of PCSP Members at consultation events and meetings.</p> <p>PCSP participation in events and meetings organised by external stakeholders</p>	April 2023	March 2024	£2,000	<p><u>How much did we do?</u> # of PCSP Community Engagement Events held (including PCSP public meetings) # of consultation events/meetings held # of external* events/meetings attended by PCSP members # Members of the public attending</p> <p><u>How well did we do it?</u> # of members of the public at consultation events # of stakeholders attending consultation events # of attendees at PCSP engagement events # and % of people satisfied with consultation process # and % of members of the public satisfied with PCSP engagement events</p> <p><u>Is anyone better off?</u> #/% of attendees at consultation/engagement events with an increased knowledge of the work of the PCSP #/% of attendees at consultation/engagement events who feel that the PCSP is improving their area</p>	1,2,3 and 4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
						#/% of PCSP members who feel that they are more engaged with the community % stakeholders reporting improved partnership working with other key stakeholders as a result of their involvement with the PCSP consultation/ engagement event	
Raise awareness of the PCSP	Delivery of effective communications to raise awareness of the PCSP	Increase PCSP presence on social media platforms such as Facebook, Instagram and Twitter. PCSP exhibition stand at the Balmoral Show 2023 as part of the	April 2023	March 2024	£2,000 £1,000	<p>How much did we do? # of social media posts # of PR campaigns/projects developed and launched # of press releases issued # of advertisements/broadcasts/press reports relating to PCSP messaging # of PCSP posters/leaflets distributed # of PCSP awareness raising initiatives delivered</p> <p>How well did we do it? # of social media reach or % increase in social media reach #/% increase in PCSP Facebook page likes % increase in communications activity</p> <p>Is anyone better off? # and % of people with improved awareness of the PCSP and its work to address policing and community safety issues</p> <p>How much did we do? # of PCSP information leaflets distributed</p>	Q4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
		Community Safety marquee				<p># of people who signed up to the PCSP Tracker initiative as a result of Balmoral Show # of people who engaged with PCSP representatives</p> <p><u>How well did we do it?</u> # of people who visited the community safety marquee #/% of people satisfied with the PCSP exhibition #/% of people aware of the PCSP rural crime initiatives</p> <p><u>Is anyone better off?</u> # and % of people with improved awareness of the PCSP and its work to address policing and community safety issues</p>	

Strategic Priority 2: To improve community safety by prioritising and addressing local community safety issues, tackling crime and anti-social behaviour

Indicators	Recorded Crime Domestic Abuse incidents Antisocial behaviour incidents Minor road safety incidents	Drug seizures/possession Fear of Crime Road Traffic Casualties
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Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
Anti-Social Behaviour	Lisburn SAFE – formed in 2011 following community and police consultation. MOU agreed by PSNI, PCSP, Lisburn PSP.	Outreach programmes Referral mechanism for local residents to statutory and voluntary agencies	April 2023	March 2024	£20,000	<p>How much did we do? # of outreach programmes delivered # of volunteer hours completed # of referrals made to the PSNI and other statutory agencies</p> <p>How well did we do it? # of participants in programmes delivered % of people who were satisfied with the programmes delivered % of young people who stated they benefitted from participation in the programmes</p> <p>Is anyone better off? # and % decrease of ASB incidents in hotspot areas # and % of young people changing behaviour as a result of the programmes</p>	1,2,3 and 4
	Further development of detached outreach work in emerging hot	Dreamscheme Damask Street Pastors			£12,000	<p>How much did we do? # of patrols carried out by outreach workers # of patrol hours worked</p>	

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
	spot ASB areas to include Ballybeen					# of young people engaged / educated/ supported # of ASB incidents attended # number of referrals received <u>How well did we do it?</u> # and % of partners satisfied with the scheme # and % of referrals received from members of the public <u>Is anyone better off?</u> # and % of partners feeling supported and confident that community safety is improved AND/OR crime reduced as a result of the service # of members of the local community / residents / reporting feeling safer as a result of the scheme # and % of young people who received a youth work intervention	
Project Support Programme	To enable community/voluntary based organisations to deliver locally based solutions to policing and community safety issues	Delivery of Project Support Programme	April 2023	March 2024	£60,000	<u>How much did we do?</u> # applications # applications funded # of monitoring reports returned # of promotional items of each project receiving funding <u>How well did we do it?</u> # and % people satisfied with the application process <u>Is anyone better off?</u>	1,2,3 and 4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
						# and % reduction in the number of ASB incidents in the area where the programme took place # and % participants more aware of implications of ASB # and % groups reporting increased ability to engage with wider community members through their grant # and % participants with increased confidence in PSNI following event # and % participants more likely to engage with PSNI following event # and % participants more likely to report crime following event.	
Hate Crime – disability, faith/religious, homophobic, sectarian, transphobic	To tackle hate crime through initiatives to raise awareness, prevent crimes, improve victim support and information on how hate crimes can be reported to the PSNI.	Organise information events for New Ethnic minorities residing in LCCC in partnership with PSNI/Agencies/Community. Engagement with LGBTQ community to raise awareness of hate crime, how to report incidents and support services available.	April 2023	March 2024	£2,000	<p>How much did we do? # of awareness sessions delivered # of participants involved # of stakeholder agencies involved</p> <p>How well did we do it? % of people satisfied with information sessions # and % of stakeholder agencies who felt satisfied</p> <p>Is anyone better off? % participants with increased knowledge of hate crimes #% participants more likely to engage support services following event #% participants more likely to report hate crime following event.</p>	

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
		Engagement event with BAME community to mark Cultural Diversity Day on May 2023	April 2023	March 2024	£1,000	<p>How much did we do? # of members of the public at cultural diversity engagement event # of stakeholders participating in the event</p> <p>How well did we do it? # of people from BAME community participating in the event # and % of people satisfied with consultation event #/% of stakeholders reporting improved engagement with the BAME community</p> <p>Is anyone better off? #/% of attendees with an increased knowledge of the work of the PCSP % stakeholders reporting improved partnership working with other key stakeholders as a result of their involvement</p>	
Drugs and Alcohol Abuse	Raising awareness of the harmful effects of drugs and alcohol through education, awareness raising, early intervention and prevention. This will include support for the delivery of SEDACT and the Lisburn Drugs &	Focus on the delivery of initiatives aimed at prevention and intervention which address the harm caused by drug and alcohol misuse. Focus on expansion of positive initiatives across the whole	April 2023	March 2024	£12,000	<p>How much did we do? # programmes delivered in partnership with Lisburn Drugs and Alcohol Forum and SEDACT # of people supported through targeted programmes</p> <p>How well did we do it? # % satisfied with the targeted intervention initiatives # % of participants with increased awareness of the harmful effects of drugs and alcohol</p>	1,2,3 and 4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
	Alcohol Forum initiatives.	council area and within schools.				<p><u>Is anyone better off?</u> # and % of participants with changed attitudes/beliefs/opinions on the negative impact of drugs and alcohol</p>	
Domestic burglary	Deliver 4 tier security scheme to install physical security measures in the homes of older and vulnerable people	Home security assessment undertaken in key referral groups and installation of target hardening measures where required	April 2023	March 2024	£12,000	<p><u>How much did we do?</u> # referrals to 4 tier home security scheme # of pieces of security equipment installed # number of people in receipt of equipment</p> <p><u>How well did we do it?</u> % satisfaction rate with service through call back monitoring</p> <p><u>Is anyone better off?</u> # and % of people who feel safer as a result of engaging with the service #% participants with increased confidence in PSNI as a result of engaging with the service #% participants more likely to engage with PSNI as a result of engaging with the service #% participants more likely to report crime as a result of engaging with the service.</p>	1,2,3 and 4
Cybercrime	To deliver sessions to raise awareness of cybercrime and financial scams	Awareness raising sessions to be delivered focusing on cybercrime and financial scams.	April 2023	March 2024	£2,000	<p><u>How much did we do?</u> # information sessions delivered # people attending sessions # social media posts to raise awareness of cybercrime and financial fraud</p>	1,2,3 and 4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
		<p>Provide advice on how to protect from cybercrime and financial fraud.</p> <p>Provide information on victim support services and advice on how to report such crimes.</p> <p>Promotion of security advice via social media on cybersecurity and financial scams.</p> <p>Promotion of campaigns to raise awareness amongst young people of sextortion crime.</p>				<p>How well did we do it? # and % of people satisfied with the information sessions and safety tips</p> <p>Is anyone better off? # and % participants reporting improved knowledge of cybercrime and financial scams # % participants more likely to report crime following event.</p>	
<p>Crime Prevention initiatives</p>	<p>To deliver crime prevention initiatives including information and awareness raising sessions</p>	<p>Personal/Home security sessions</p>	<p>April 2023</p>	<p>March 2024</p>	<p>£19,000</p>	<p>How much did we do? # of participants engaged # items of personal security distributed # of personal/home security sessions delivered</p>	<p>1,2,3 and 4</p>

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
		<p>Promotion and management of Farm Watch, Text Alert, Truecall, trailer marking, Tracker Devices and bike marking schemes</p>				<p><u>How well did we do it?</u> # and % of people satisfied with the information/service provided</p> <p><u>Is anyone better off?</u> # and % participants reporting improved knowledge of crime prevention awareness # and % of people reporting feeling safer</p> <p><u>How much did we do?</u> # sessions delivered (trailer/bike marking) # people attending sessions # of Farm Watch Schemes # of trailers in receipt of trailer marking # Truecall telephone devices installed to stop nuisance calls # Text alerts issued</p> <p><u>How well did we do it?</u> # and % of participants satisfied with the service provided % increase in Farm Watch participants # of tracker devices installed</p> <p><u>Is anyone better off?</u> # and % participants reporting improved knowledge of crime prevention awareness # of potential scams averted through Truecall devices % of people feeling safer as a result of the Scheme/measures implemented</p>	

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
	Participatory Budgeting	Deliver a Participatory Budgeting initiatives across 2 DEAs – Castlereagh East & Castlereagh South			£26,000	<p>#% attendees reporting that they have been able to influence local decision making #% participants with increased confidence in PSNI following event #% participants more likely to engage with PSNI following event #% participants more likely to report crime following event.</p> <p><u>How much did we do?</u> # number of participatory budgeting awareness raising sessions delivered # of people involved in participatory budgeting sessions</p> <p><u>How well did we do it?</u> % participants who considered they played a meaningful part in how resources were being distributed</p> <p><u>Is anyone better off?</u> % participants reporting improved knowledge of participatory budgeting # and % attendees reporting that they have been able to influence local decision making</p>	
Road Safety	Review the effectiveness of Speed Indicator Devices using	Relocation of 6 SIDs	April 2023	March 2024	£7,000	<p><u>How much did we do?</u> # of SIDs in operation # of SIDs relocated # of motorists exceeding the speed limit at entry point</p>	1,2,3 and 4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
	<p>data captured by each unit.</p>	<p>Annual maintenance cost of existing SIDs</p> <p>Raise awareness with speeding motorists</p> <p>Promotion of Life After – support service for people affected by fatal RTCs</p> <p>Engage schools and youth council in further raising awareness of road safety for children and young people (e.g. kids courts and high visibility vests)</p>			<p>£6,000</p> <p>£1,000</p>	<p># of motorists who reduced speed from entry to exit</p> <p># of Life After Support Group meetings</p> <p><u>How well did we do it?</u></p> <p># and % of partners / local community reporting satisfaction with the SIDs</p> <p># and % of residents/ local community feeling that road safety is improved as a result of the SID</p> <p><u>Is anyone better off?</u></p> <p>% of motorists who adhered to the speed limit at the speed indicator device locations</p> <p># and % of people who feel supported as a result of attendance at a Life After support group meeting</p> <p><u>How much did we do?</u></p> <p># of social media posts on road safety for children and young people</p> <p># of schools involved</p> <p># of students in attendance</p> <p><u>How well did we do it?</u></p> <p># and % of pupils who were satisfied with the information provided</p> <p><u>Is anyone better off?</u></p> <p>% of children and young people showing improved knowledge of maintaining their own safety</p>	

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
Domestic & Sexual Violence	To support Domestic Violence initiatives with key partners	To promote awareness and deliver identified training and counselling in communities to include engagement with Men’s Alliance	April 2023	March 2024	£8,000	<p><u>How much did we do?</u> # of training sessions delivered # of people who attended training sessions # of stakeholder agencies involved</p> <p><u>How well did we do it?</u> % of participants satisfied with the training delivered# and % of stakeholders who were satisfied with the training provided</p> <p><u>Is anyone better off?</u> % participants with increased knowledge of services available and how to access them % increased knowledge of domestic violence issue #% participants with increased confidence in PSNI following event #% participants more likely to engage with PSNI following event #% participants more likely to report crime following event.</p>	1,2,3 and 4
		Awareness Campaign focussing ending violence against women and girls			£3,000	<p><u>How much did we do?</u> # of participants involved # of stakeholder agencies involved</p> <p><u>How well did we do it?</u> % of people satisfied with information sessions # and % of stakeholder agencies who felt satisfied</p> <p><u>Is anyone better off?</u></p>	

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
						% participants with increased knowledge of support services available #% participants more likely to engage support services following event #% participants more likely to report hate crime following event.	
Support Hub	A partnership of agencies and professionals to protect and make safe the most vulnerable	Early intervention through information sharing co-ordinated intervention and coherent service provision to reduce vulnerability to crime as victim or perpetrator	April 2023	March 2024	Zero cost to PCSP	<p>How much did we do? (data provided by Hub)</p> # of Support Hub meetings # of individuals referred to Support Hub # of individuals not accepted by Support Hub (signposted directly to relevant organisation) <p>How well did we do it?</p> # and % of actions successfully completed by partner organisations % of partner organisations attending Support Hub meetings % reduction in calls to partner organisations from individuals being helped by Support Hub (broken down by relevant organisation) <p>Is anyone better off?</p> # and % of people being helped by Support Hubs who are discharged from the Hub because their needs have been met # and % of individuals who leave the Hub of their own volition or are removed from the Hub because of a lack of engagement	

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
<p>Support and development of NHW Schemes and Community Police Liaison Committees</p>	<p>Engaging with and helping communities organise within their local area schemes to foster community spirit and improve relationships with the PCSP</p>	<p>Support current schemes and set up new ones, find new co-ordinators in conjunction with PSNI for schemes where the co-ordinator has resigned or for areas where there has been increased ASB or criminal activity.</p> <p>Support NW co-ordinators and enable them to network and learn from peers at annual events.</p> <p>Erection of NHW signs.</p>	<p>April 2023</p>	<p>March 2024</p>	<p>£4,600</p>	<p><u>How much did we do?</u> # NHW meetings # of NHW schemes # NHW co-ordinators # CPLC meetings # of new NHW schemes established # crime prevention sessions delivered</p> <p><u>How well did we do it?</u> # of households covered by NHW schemes # and % co-ordinators in attendance # and % of co-ordinators who were satisfied with the session</p> <p><u>Is anyone better off?</u> # and % of co-ordinators who reported increased knowledge as a result of the events # and % of CPLC Members who reported increased confidence with the police and PCSP as a result of engagement</p>	<p>1,2 3 and 4</p>

Strategic Priority 3: To support community confidence in policing, including through collaborative problem solving with communities

Indicators	% increase in community confidence in policing Level of reporting to the police (NI Crime Survey) % increase in the level of police and community engagement Community confidence in ability of PCSP to monitor local police performance
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Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
Advocate for policing	Delivery of projects and activities to strengthen community confidence in policing	Effective engagement with the Youth Council on matters relating to policing and community safety	April 2023	March 2024	£7,000	<p><u>How much did we do?</u> # young people in attendance # training and development programmes for youth members involved in the constituted youth council # of training and development programmes with PSNI involvement</p> <p><u>How well did we do it?</u> % young people satisfied with engagement events</p> <p><u>Is anyone better off?</u> # of new skills acquired through training and development programme % increase in knowledge and understanding of policing and community safety</p>	1,2 3 and 4
Monitor local police performance	To evidence impact through the delivery of projects and activities that support monitoring	Policing Committee private/public meetings Consultation with local communities to	April 2023	March 2024	£3,000	<p><u>How much did we do?</u> # public Policing Committee meetings # private Policing Committee meetings # consultation events</p>	1,2 3 and 4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
	of local police performance and ensure local accountability	identify priorities for local policing and contribution to the development of the local policing plan				# members of the public attending Policing Committee meetings <u>How well did we do it?</u> % PCSP Members attending all meetings % satisfaction of public with the events <u>Is anyone better off?</u> % participants who have improved understanding of the role of the Policing Committee % partners reporting increased ability to engage with wider community members % increased knowledge of local policing priorities	
Engaging of local community and police	To evidence impact through the delivery of projects and activities that support community and police engagement Expansion of text alert and other social media platforms	Area based public meetings with local community organisations where applicable Increase the number of participants involved in the text alert scheme and increase presence on social media platforms such as facebook and twitter	April 2023	March 2024	£9,500	<u>How much did we do?</u> # area/issue based public meetings in target locations # members of the public attending # of registered text alert users # of 'text alerts' sent <u>How well did we do it?</u> # and % of 'text alert' users reporting satisfaction with the service # and % increase of 'text alert' users from previous Quarter <u>Is anyone better off?</u> # and % of 'text alert' users who feel more engaged with the PCSP/PSNI # and % of 'text alert' users feeling safer	1,2 3 and 4

Theme	Aims & description	Key Activities	Start Date	End Date	Resource or cost	Performance measures	Reporting Quarter
	Vulnerabilities from Organised Crime	Support of social media campaigns – eg illegal money lending schemes				# and % of 'text alert' users feeling better informed on community safety issues as a result of the service	



Leisure & Community Development Committee

7th March 2023

Report from:

Head of Parks & Amenities

Item for Decision

TITLE: Request to Set Aside the Byelaws

Background and Key Issues:

1. A request has been received on behalf of Lisburn Baptist Church to hold a religious service in Wallace Park on Sunday 9th April from 0830-0900 hrs to celebrate Easter. A similar event was held in 2022. Organisers estimate an attendance of between 30-50 people.
2. The event if approved will require Council temporarily setting aside the Byelaws which prohibit the following activities to preach, lecture or take part in any meeting for political, religious or any purpose or take part in any public show, performance or demonstration, except with the prior consent of the Council and in such part of the facility as may be set aside for that purpose.
3. If minded to support this request then with Council's approval, this Byelaw can be set aside for the duration of the event. The organisers will then be required to engage with the Safety Advisory Group (SAG) and comply with all usual booking requirements.

Recommendation:

It is recommended that Members

1. approve the request to hold a religious service in Wallace Park on a Sunday 9th April to celebrate Easter; and
2. that the Council approve the setting aside of the Byelaws to enable this request to progress.

Finance and Resource Implications:

Nil

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? No

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	Yes/No	Option 2 Screen out with mitigation	Yes/No	Option 3 Screen in for a full EQIA	Yes/No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	No	Has a Rural Needs Impact Assessment (RNIA) template been completed?	No
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If no, please given explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:



Leisure & Community Development Committee

7th March 2023

Report from:

Head of Parks & Amenities

Item for Noting

TITLE: **UK Shared Prosperity Fund**

Background and Key Issues:

1. An application was submitted on 18 January to the Department for Levelling Up, Housing and Communities (DLUHC), with a proposal to deliver access to community gardens on the Council's Green Space within the UK Shared Prosperity Fund (UKSPF).
2. I am pleased to report that on 10 February, a letter of offer for £103,752 of capital funding was received which has now been accepted.
3. This grant must be spent by 31 March 2023.
4. Work is already well underway to meet this deadline with 3 projects being delivered:
 - a. Lisburn New Cemetery Extension – 230 trees will be planted to replace those being removed suffering from ash dieback. All felled wood will be processed for firewood to distribute to the local community to assist in tackling fuel poverty next winter.
 - b. Billy Neill MBE Country Park – disability access paths will be installed on the higher ground, which is prone to surface water run-off, using a more durable concrete surface (colour matched with the existing paths).

- c. Lough Moss – In June 2022 the Leisure & Community Development Committee approved progression of Community Garden for volunteers with an intergenerational multi sports area. This project is now being delivered and will incorporate a DDA accessible community garden complete with raised beds, pre-fab greenhouse, potting shed, small shipping container for storage, seating, water butts, large lean to working area, compost heap and fruit orchard. The local community group (volunteers) will be the lead users and intend running a wide variety of activities to build community spirit and capacity. The Council will also now have an accessible location to deliver horticultural and biodiversity programmes to the community. Adjacent to this will be a tarmac games area with football / basketball nets at either end and ball catch fencing and surface line markings. This will be accessible 24/7 for the community youth to use free of charge.

Recommendation:

It is recommended that Members note the award of £103,752 capital grant funding from the Department for Levelling Up, Housing and Communities (DLUHC), with the intent of delivering access to community gardens on the Council’s Green Space within the UK Shared Prosperity Fund (UKSPF).

Finance and Resource Implications:

No capital or revenue expenditure although staff time has been used to deliver all projects

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	Yes	Option 2 Screen out with mitigation	No	Option 3 Screen in for a full EQIA	No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

[Empty text box for link]

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

No

Has a Rural Needs Impact Assessment (RNIA) template been completed?

No

If no, please given explanation/rationale for why it was not considered necessary:

[Empty text box for explanation]

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

[Empty text box for summary]

SUBJECT TO PLANNING APPROVAL:

No

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

[Empty text box for appendices]

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

[Empty text box for date]



Leisure & Community Development Committee

7th March 2023

Report from:

Head of Parks & Amenities

Item for Noting

TITLE: **Live Christmas Trees**

Background and Key Issues:

1. Each year the Council procures approx. 23 cut Christmas trees for decorating within the Council's towns and villages. Post Christmas these trees are shredded to make bark for use in our parks.
2. In an effort to deliver the same effect in a more environmentally friendly manner, the Council has chosen four sites on which to plant sustainable Christmas trees. All four sites have been chosen as they are in Council ownership and thus no consent is required from the landowner or liability disputes thereafter.
3. The sites chosen are:
 - Annahilt – previously 6m tree
 - Stoneyford – previously 6m tree
 - Maghaberry – previously 6m tree
 - Moat Park – previously 8m tree
4. Each new sustainable Christmas tree will cost £900 to procure and install. Therefore a total of £3,600 one off cost for these four trees.

- 5. Whereas there are many benefits from this project long term, the obvious downside is the trees are initially 4 m high. However they have the potential to grow year on year and be more robust than the current cut trees which are becoming more difficult to source each year.

Recommendation:

It is recommended that Members note the planting of four sustainable Christmas trees as a pilot to be more environmentally friendly and reduce annual costs.

Finance and Resource Implications:

Trees have been bought and installed in FY 22-23 from efficiencies made in other cost codes at a cost of £3,600.

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? No

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	N/A	Option 2 Screen out with mitigation	N/A	Option 3 Screen in for a full EQIA	N/A
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	No	Has a Rural Needs Impact Assessment (RNIA) template been completed?	No
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If no, please give explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

No

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



Leisure & Community Development Committee

7th March 2023

Report from:

Head of Parks & Amenities

Item for Decision

TITLE: Woodland Trust – Carbon Credits

Background and Key Issues:

1. In November 2020 Members of the Leisure & Community Development Committee recommended to Council the signing of a 21 year lease with the Woodland Trust to enable them to plant 20,000 trees at Billy Neill MBE Country Park. **Appendix 1[P&A]** refers.
2. The Head of Parks and Amenities advised at that time that as the terms of DAERA funding package had yet to be confirmed, a legal side letter had been included with the lease for this eventuality. The terms of the funding have now been agreed and are encapsulated in a deed of covenant at **Appendix 2[P&A]**.
3. The delay in producing the **Deed Of Covenant In Respect Of Tree Planting and Woodland Maintenance and Carbon Sequestration** has actually been in the Council's favour with the expected income to the Council rising from an estimate in 2020 of £18,500 to an estimate in 2023 of £28,325. It remains an estimate until after validation under the Woodland Carbon Code. This process which can take anywhere from 3-12 months post signature.
4. It is estimated that the 20,000 trees will generate 2266 PIUs (pending issuance unit) payable at £12.50 per PIU. Following validation, the Council will receive a 70% payment

(approx. £19,828) with two subsequent payments of 15% after further validation in years 5 and 15.

Recommendation:

It is recommended that Members consider and agreed to recommend to Council that the Deed Of Covenant In Respect Of Tree Planting And Woodland Maintenance And Carbon Sequestration is signed at Council under seal.

Finance and Resource Implications:

Income 23-24 – est £19,828
 Income yr 5 – est £4,249
 Income yr 15 – est £4,249

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? No

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	N/A	Option 2 Screen out with mitigation	N/A	Option 3 Screen in for a full EQIA	N/A
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	No	Has a Rural Needs Impact Assessment (RNIA) template been completed?	No
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If no, please given explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

No

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

Appendix – Minute from L&CD Cttee 3 Nov 20
Appendix – Deed Of Covenant In Respect Of Tree Planting And Woodland Maintenance And Carbon Sequestration

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

3 Nov 20 – Leisure & Community Development Committee

4.4 Tree Planting – Woodland Trust

The Head of Parks and Amenities reminded the Committee that it had been previously agreed that the Council proceed with the proposal to lease approximately ten hectares of land at Billy Neill MBE Country Park to the Woodland Trust for the purpose of planting trees. On further research, the Council would be able to benefit from a financial payment in the region of £18,500 with a 70% payment at the completion of planting and then the final 30% on the twentieth anniversary after planting, which would require a lease to be agreed for a period of 21 years. The Head of Parks and Amenities advised that as the terms of DAERA funding package had yet to be confirmed, a legal side letter had been included with the lease for this eventuality. The lease would include a 10 year break clause. Members were further advised that a community engagement planting opportunity which had been arranged for 6th December 2020 has had to be postponed until the New Year.

During the discussion of this item, Members were provided with clarity regarding the location of where these trees would be planted and the Head of Parks and Amenities agreed to come back to Councillor S Skillen regarding her request for the option to plant trees, alongside a plaque, in memory of local residents.

It was proposed by Alderman J Tinsley, seconded by Vice Chairman, Councillor D Honeyford and agreed to recommend that Council, following consideration by the Council's legal advisers, approve the contents of the lease and legal side letter leasing 10.17 hectares of land at the Billy Neill MBE Country Park to the Woodland Trust and when signed by the Woodland Trust, presented to Council for signing under seal.

DATED

2023

**DEED OF COVENANT IN RESPECT OF TREE PLANTING
AND WOODLAND MAINTENANCE AND CARBON
SEQUESTRATION**

Relating to land at Billy Neill MBE Country Park, Comber Road, Belfast BT16
1RQ

LISBURN AND CASTLEREAGH CITY COUNCIL

and

THE WOODLAND TRUST



LAND REGISTRY OF NORTHERN IRELAND**Folio: 1437****County: Down****Registered Owner: Lisburn and Castlereagh City Council****THIS DEED** is dated _____ 2023 is made between:**PARTIES**

(1) **LISBURN AND CASTLEREAGH CITY COUNCIL** of Civic Headquarters, Lagan Valley Island, Lisburn BT27 4RL (the “**Landowner**”); and

(2) **THE WOODLAND TRUST**, incorporated in England and Wales with company registration number 01982827 whose registered office is at Kempton Way, Grantham, Lincolnshire NG31 6LL, a charity registered in England and Wales with charity number 294344 and registered in Scotland with charity number SC038885 (the “**Trust**”).

RECITALS

- A. The Woodland Trust is a charity which exists to further the restoration and conservation of trees in the UK for the public benefit. In furtherance of its charitable objects, the Trust is an IHS Markit account holder and runs its own woodland carbon scheme which aligns to the Woodland Carbon Code.
- B. The Trust’s woodland carbon scheme encourages and enables landowners to plant, establish and preserve woodland to ensure permanent change of land use and carbon sequestration for the benefit of the public. The Trust advises landowners in relation to planting pursuant to a planting scheme or otherwise and, after planting and subject to holding the necessary information in relation to the project site from the landowner, applies to the Woodland Carbon Code at its cost for initial registration and subsequent validation. The landowner enters into the Trust’s scheme and enables the planting of its site because of that scheme and the payments it will receive. The Trust makes such payments to landowners for carbon units arising in relation to trees planted subject to such validation.
- C. The Trust, in carrying out its scheme as aforementioned, employs time and resources to administer carbon projects in accordance with the Woodland Carbon Code. This includes the Trust taking on the cost and effort of applications for and satisfaction of Woodland Carbon Code requirements for registration and validation and, in addition, responsibility for ongoing surveys and ongoing verification under the Woodland Carbon Code for the life of a project (up to one hundred years).
- D. The Landowner is the registered owner of the Property and granted a lease of the Property to the Trust on 3rd February 2021 (“the Lease”) for a term of 21 years from and including the date thereof.

- E. The Trust has carried out the Planting Scheme on the Property pursuant to the requirements of the Lease.
- F. The Trust has agreed to purchase, and the Landowner has agreed to sell to the Trust, Units (as defined below) in accordance with the provisions of this Deed.
- G. The Landowner has agreed that it shall comply with the Management Plan (as defined below) and that the use of the Property shall be permanently changed to woodland.
- H. In order to procure and ensure compliance with this Deed for the duration of the Term (as defined below) and to protect and conserve the trees, the Landowner has agreed to the registration of an inhibition on the title to the Property pursuant to clause 7.5 of this Deed.

1. Definitions and Interpretation

- 1.1 In this Deed, the following terms shall have the following meanings:

"Business Day"	means a day, other than a Saturday, Sunday or public holiday in Northern Ireland, when banks in Belfast are open for business;
"Chairperson"	means the chairperson for the time being of the Royal Institution of Chartered Surveyors in Northern Ireland;
"Disposal"	means any freehold disposal or the granting of a lease or licence of greater than 21 years of the whole or any part or parts of the Property and 'Dispose', 'Disposing' and 'Disponee' shall be construed in this context;
"Environment"	means the natural and man-made environment including all or any of the following media, namely air, water and land (including air within buildings and other natural or man-made structures above or below the ground) and any living organisms (including man) or systems supported by those media;
"Environmental Law"	all applicable laws, statutes, secondary legislation, bye-laws, common law, directives, treaties and other measures, judgments and decisions of any court or tribunal, and legally binding codes of practice and guidance notes (as amended from time to time) in so far as they relate to the protection of the Environment;
"Expert"	means an expert appointed pursuant to clause 11;
"Leakage"	has the same meaning ascribed to that term in the Woodland Carbon Code;
"Management Plan"	means the validated and verified management planning documentation which shall be compliant with the Woodland Carbon Code and the UKFS for the Term as agreed between

	the Landowner and the Trust and which shall be updated on a regular basis by the Landowner in collaboration with the Trust;
“Permanence”	has the same meaning ascribed to that term in the Woodland Carbon Code;
“PIU”	means a pending issuance unit being a unit yet to be verified pursuant to the Woodland Carbon Code representing a tonne of carbon dioxide to be sequestered from the woodlands comprised in the Planting Scheme;
“Plan”	means the plan annexed to this Deed;
“Price”	means a sum calculated at a rate of £12.50 per PIU;
“Project”	means the scheme for the Property in accordance with the Woodland Carbon Code;
“Property”	means the property demised by the Lease being that part of the lands comprising Folio 1437 County Down shown edged red on the Plan;
“Term”	means the period from and including 15 th February 2021 up to and including the Termination Date;
“Termination Date”	means, subject to clause 2.5, 14 th February 2121;
“Third Party Rights”	means all rights, covenants and restrictions affecting the Property including the matters referred to at the date of this Deed in the Land and Statutory Charges Registries of Northern Ireland in respect of the Property;
“Unit”	means a tonne of carbon dioxide sequestered from the woodlands comprised in the Planting Scheme including: (i) a PIU registered on the UK Land Carbon Registry; and (ii) a verified unit of carbon registered on the UK Land Carbon Registry, and “Woodland Carbon Code Unit” shall be construed accordingly;
“UKFS”	means the reference standard for sustainable forestry management in the United Kingdom as currently contained in the Forestry Commission 2017 4 th edition publication (ISBN 978-0-085538-999-4) or such updated or amended version or replacement as may be issued from time to time and construed by reference to any supplementary guidance as may be issued from time to time;
“UK Land Carbon Registry”	means the registry defined as such in the Woodland Carbon Code;

“Woodland Carbon Code”	means the reference standard for voluntary carbon sequestration projects in the United Kingdom as currently contained in the Woodland Carbon Code (version 2.2 April 2022) (ISBN 978-1-83915-010-4) or such updated or amended version or replacement as may be issued from time to time and construed by reference to any supplementary guidance as may be issued from time to time;
“Woodland Carbon Registry”	means the Markit register for the registration and verification of Carbon Units pursuant to the WCC which at the date of this Deed is maintained by Markit and any equivalent UK independent successor register; and
“WCU”	means a woodland carbon unit being a unit verified pursuant to the Woodland Carbon Code representing a tonne of carbon dioxide sequestered from the woodland(s) comprised in the Planting Scheme and/or at the Property, and “Woodland Carbon Units” shall be construed accordingly.

- 1.2 Clause headings shall not affect the interpretation of this Deed.
- 1.3 A person includes a natural person, corporate or unincorporated body (whether or not having separate legal personality).
- 1.4 A reference to a company shall include any company, corporation or other body corporate, wherever and however incorporated or established.
- 1.5 Unless the context otherwise requires, words in the singular shall include the plural and words in the plural shall include the singular.
- 1.6 Unless the context otherwise requires, a reference to one gender shall include a reference to the other genders.
- 1.7 Any reference to a statute or subordinate legislation shall include any modification, extension or re-enactment thereof for the time being in force and shall also include all instruments, orders and regulations for the time being made, issued or given thereunder or deriving validity therefrom.
- 1.8 This Deed shall be binding on, and enure to the benefit of, the parties to this Deed and their respective personal representatives, successors and permitted assigns and references to any party shall include that party’s personal representatives, successors and permitted assigns.
- 1.9 Unless expressly provided otherwise in this Deed, a reference to legislation or a legislative provision is a reference to it as amended, extended or re-enacted from time to time.
- 1.10 Unless expressly provided otherwise in this Deed, a reference to legislation or a legislative provision shall include all subordinate legislation made from time to time under that legislation or legislative provision.
- 1.11 A reference to writing or written does not include fax or email.

1.12 Any obligation on a party not to do something includes an obligation not to allow that thing to be done.

1.13 A reference to this Deed or to any other agreement or document is a reference to this Deed or such other agreement or document, in each case as varied from time to time.

1.14 Reference to clauses are to the clauses of this Deed.

1.15 Any words following the terms including, include, in particular, for example or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.

2. **Transfer of Pending Issuance Units and Woodland Carbon Units**

2.1 On the date of this Deed, the Landowner shall, transfer all rights and title to the Units to the Trust including, without limitation, the right to register the Property with the Woodland Carbon Code in the name of the Trust and to apply for validation of the Units under the Woodland Carbon Code, together with the right to assign and/or transfer any and all of the Units to any third party as the Trust shall in its absolute discretion determine and the exclusive right in respect of the Property to register on the UK Land Carbon Registry and to apply and register for any other Carbon Sequestration scheme which might come into force or apply for any carbon-related or other conservation-related grants which may be available from time to time.

2.2 The Landowner warrants that the Landowner has not prior to entry into this Deed sold, assigned, transferred or registered (at the Woodland Carbon Registry) the Units or rights to the same, agreed to do so and shall co-operate and provide all reasonable assistance to the Trust in effecting the transfer to, or registration (at the Woodland Carbon Registry) in the name of, the Trust of the PIUs and WCUs including entering into all further documentation required to effect and complete the transfer.

2.3 The Landowner shall not do anything upon the Property that could in any way interfere with or obstruct the Trust's rights pursuant to clause 2.1, nor which might in any way prejudice or delay or prevent the verification of PIUs to become WCUs and their continued validity for the Term pursuant to the Woodland Carbon Code.

2.4 Subject to clause 2.5, this Deed shall continue for the entirety of the Term.

2.5 Without prejudice to the rights of the Landowner and the Trust against each other for any antecedent breach of covenant, the Trust shall be entitled to terminate this Deed at any time without penalty, by giving written notice to the Landowner to that effect:

2.5.1 at any time on not less than 12 months' in advance of the termination date specified in such notice; or

2.5.2 if there is a material breach of the Landowner's obligations under this Deed and the Trust has given the Landowner written notice of the breach in question and a reasonable time period, as stipulated in the notice, to remedy such breach if the Landowner has failed to remedy such breach within the stipulated timescale.

2.6 The Price shall be payable as follows:

2.6.1 70% of the Price shall be paid by the Trust to the Landowner within 14 days of validation under the Woodland Carbon Code;

2.6.2 15% of the Price shall be paid by the Trust to the Landowner within 14 days of the fifth anniversary of validation under the Woodland Carbon Code; and

2.6.3 15% of the Price shall be paid by the Trust to the landowner within 14 days of the fifteenth anniversary of validation under the Woodland Carbon Code.

2.7 That part of the Price to be paid pursuant to clause 2.6.2 of this Deed shall be increased in line with any increase in the Consumer Prices Index from the date of validation under the Woodland Carbon Code and the date falling two months before the due date of payment.

2.8 That part of the Price to be paid pursuant to clause 2.6.3 of this Deed shall be increased in line with any increase in the Consumer Prices Index from the date of receipt of the payment due pursuant to clause 2.6.2 of this Deed and the date falling two months before the date of payment.

3. **The Property**

Save for the transfer effected by virtue of clause 2.1, the Landowner will not be permitted at any time during the Term to sell, transfer or register any PIUs and/or WCUs resulting from the Planting Scheme or relating to the Property.

4. **The Landowner's obligations**

4.1 The Landowner will provide to the Trust all such information as the Woodland Carbon Code requires in order that the Trust can make the application for registration and validation in accordance with the requirements of the Woodland Carbon Code.

4.2 The Landowner undertakes following the expiry or sooner determination of the Lease and for the remainder of the Term to:

4.2.1 administer and manage woodland planted by the Trust pursuant to the Lease and the Property in compliance with:

4.2.2 the provisions of the Woodland Carbon Code from time to time in force;

4.2.3 the UKFS;

4.2.4 the Management Plan and any grants, subsidies or agreements in respect of the Property;

4.2.5 the rules of good arboricultural and silvicultural practice (and details of all timber treatment will be disclosed to the Trust) and for the avoidance of doubt no felling of trees other than in accordance with the Woodland Carbon Code and/or the Planting Scheme and/or the Management Plan,

and, without prejudice to the foregoing generality, the Landowner shall not breach the provisions of any of the items listed at clauses 4.2.1, 4.2.2, 4.2.3 and 4.2.4 above. In the event of any purported breach, the Trust shall give written notice of such purported breach to the Landowner giving the Landowner a period of 14 days, or such longer period as may be reasonable given the nature of the breach, to remedy the breach to the reasonable satisfaction of the Trust.

4.3 So far as the Landowner is aware, there are no Third Party Rights affecting the Property that may be prejudicial to the Project.

4.3.1 The Landowner shall indemnify the Trust against:

4.3.1 all actions, proceedings, damages, penalties, costs, charges, claims and demands incurred by the Trust in consequences of any breach by the Landowner of any provision of this Deed; and

4.3.2 all loss and damage properly incurred by the Trust arising as a direct or indirect result of the breach of his obligations in terms of this Deed by the Landowner.

4.4 Following the expiry or sooner determination of the Lease and for the remainder of the Term, and for run-off claims that arise for a further period of 5 years thereafter, the Landowner must maintain through a reputable insurance office:

4.5.1 insurance in respect of the Property and the Planting Scheme at a level and in a form approved by the Trust (acting reasonably); and

4.5.2 public liability insurance for a minimum amount of £5,000,000.00 against all liability arising out of the Landowner's use of the Property and at the request of the Trust must produce a copy of the policy or policies to the Trust with evidence of payment of the premium.

4.5 Following the expiry or sooner determination of the Lease and for the remainder of the Term, in the event of destruction of or damage to any trees planted under the Lease and/or the Management Plan such that Units will or may be lost, loss of any Units, the Landowner shall as soon as practicable after becoming aware of the same notify the Trust in writing and replant at its own cost such destroyed trees in accordance with clause 4.8 or, at the request of the Trust reimburse the Trust, the Price paid for such Units.

4.6 Throughout the Term, the Landowner shall not permit Leakage as a consequence of the Landowner entering into this Deed and any associated documentation.

4.7 The Landowner shall not take or permit any actions which might:

4.7.1 reduce Permanence: and/or

4.7.2 omit to take any actions which may prevent any reduction in Permanence of Carbon Sequestration associated with the Planting Scheme.

4.8 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Landowner shall:

4.8.1 promptly replant or undertaking alternative planting should woodland area be lost or diminished due to wind, fire, pests, diseases or development or any other reason;

4.8.2 manage the woodland(s) on the Property as per the long-term management intentions under the Management Plan;

4.8.3 inform future owners of the Property of the commitment to the Woodland Carbon Code;

4.8.4 notify Scottish Forestry immediately of any loss of carbon and submit a Loss Report (as defined in the Woodland Carbon Code) within 6 months thereof; and

4.8.5 shall, if requested by the Trust, and as soon as reasonably practicable after such request, the Landowner shall make carbon statements in accordance with the Woodland Carbon Code, in respect of the Property and woodland(s) thereon.

4.9 The Landowner shall permit such reasonable signage on the Property as requested by the Trust in connection with the carbon sequestration resulting from woodland(s) on the Property, including the fact that it is subject to the Woodland Carbon Code, and shall permit the Trust to carry out promotional events at the Property and/or promote the Planting Scheme and carbon sequestration resulting from woodland(s) on the Property in any media format.

4.10 During the Term, the Landowner shall maintain in force insurance policies against all risks that would normally be insured against by a prudent businessman in connection with the risks associated with this Deed (including insuring the timber growing on the Property against all usual risks and the value or potential value of the Units) with reputable insurance companies (hereinafter referred to as the "Insurance") and, on request by the Trust, shall supply to the Trust within a reasonable period of demand full particulars of the Insurance and the receipt for the then current premium.

4.11 If the Landowner fails to comply with any of the obligations on its part contained in this Deed, the Trust shall be entitled following the expiry of such reasonable period of notice (being not less than 28 days) to remedy the Landowner's breach, carry out such works as are necessary to ensure compliance and the Landowner will be responsible for paying to the Trust within 14 days of written demand the proper costs and fees incurred by the Trust as a consequence thereof.

4.12 The Landowner shall indemnify the Trust and keep the Trust indemnified against all liabilities, expenses, costs (including but not limited to any solicitors' or other professional costs and expenses), claims, damages, demands, actions and losses suffered or incurred by the Trust as a result of any breach of the Landowner's covenants in this Deed or any act or omission of the Landowner or any other person on the Property with the actual or implied authority of the Landowner.

4.13 If requested by the Trust, and as soon as reasonably practical after such request, the Landowner shall make any statements properly required of it as Landowner under the Woodland Carbon Code to facilitate compliance with the Woodland Carbon Code in that respect.

4.14 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Landowner shall pay all present and future rates, taxes and other impositions and outgoings payable in respect of the Property, its use and any works carried out there.

4.15 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Landowner shall pay all costs in connection with the supply and removal of electricity, gas, water, sewage, telecommunications, data and other services and utilities to or from the Property and to comply with all laws and with any recommendations of the relevant suppliers relating to the use of those services and utilities and any service media at or serving the Property.

4.16 The Landowner shall not use the Property in any way which is in breach of or not in accordance with the Woodland Carbon Code or which might cause loss under the Woodland Carbon Code or which is not in compliance with the Management Plan.

4.17 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Landowner shall comply with all laws relating to:

4.17.1 the use or operation of all service media and machinery and equipment at or serving the Property whether or not used or operated, and shall, where necessary, replace or convert such service media within or exclusively serving the Property so that it is capable of lawful use or operation;

4.17.2 any works carried out at the Property; and

4.17.3 all materials kept at or disposed from the Property.

4.18 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Landowner shall carry out all works that are required under any law to be carried out at the Property whether by the owner or the occupier.

4.19 Within 14 days of receipt of any notice or other communication affecting the Property (and whether or not served pursuant to any law) or in the event that the scheme is designated as either amber or red or relating to scheme compliance, the Landowner shall:

4.19.1 send a copy of the relevant document to the Trust; and

4.19.2 take all reasonable steps necessary to comply with the notice or other communication and take any other action in connection with it as the Trust may reasonably require.

4.20 If a third party makes or attempts to make any encroachment over the Property or takes any action by which a right may be acquired over the Property, the Landowner shall:

4.20.1 as soon as reasonably practicable inform the Trust and if the Trust reasonably so requests, shall give the Trust notice of that encroachment or action, or such other confirmation as the Trust reasonably requires; and

4.20.2 at the sole cost of the Landowner, do such acts and things as the Trust reasonably requires to prevent or license the continuation of that encroachment or action.

4.21 The Landowner shall not obstruct any means of access to the Property.

4.22 The Landowner shall not make any acknowledgement that the flow of light or air to the Property or that the means of access to the Property is enjoyed with the consent of any third party.

4.23 If any person takes or threatens to take any action to obstruct the flow of light or air to the Property or obstruct the means of access to the Property, the Landowner shall:

4.23.1 as soon as reasonably practicable inform the Trust and, if the Trust reasonably so requests, shall give the Trust notice of that action or obstruction, or such other confirmation as the Trust reasonably requires; and

4.23.2 at the sole cost of the Landowner do such acts and things that the Trust reasonably requires to prevent or secure the removal of the obstruction.

4.24 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Landowner shall comply with all obligations on the Landowner relating to the Third Party Rights insofar as they relate to the Property.

4.25 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Landowner shall allow the Trust and any other person authorised by the terms of any Third Party Right to enter the Property in accordance with its terms.

4.26 The Landowner shall not use any artificial or organic fertilisers or artificial pesticides or herbicides on the Property except as may first be approved by the Trust in writing.

4.27 The Landowner shall not apply for any planning permission for the Property without the Trust's consent.

4.28 The Landowner shall at all times and at its own cost comply with Environmental Law in respect of the Property.

5. **The Trust's obligations**

5.1 Subject to the Landowner complying with its obligations contained or referred to in this Deed, the Trust shall be responsible for validation and verification of the woodland planted on the Property pursuant to the Planting Scheme, including being responsible for all requirements imposed by the Woodland Code in that respect and all costs and fees relating to such.

5.2 The Trust undertakes during the term of the Lease to administer and manage woodland planted by the Trust pursuant to the Lease and the Property in compliance with:

5.2.1 the provisions of the Woodland Carbon Code from time to time in force;

5.2.2 the UKFS;

5.2.3 the Management Plan and any grants, subsidies or agreements in respect of the Property;

5.2.4 the rules of good arboricultural and silvicultural and for the avoidance of doubt no felling of trees other than in accordance with the Woodland Carbon Code and/or the Planting Scheme and/or the Management Plan.

6. **Access**

6.1 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Trust and its workers, employees, contractors, agents and/or professional advisers shall have access to the Property and the trees growing upon the Property for the inspection of the Property and all other reasonable purposes in connection with this Deed and the Trust's rights under this Deed (including, but not limited to, monitoring in connection with and inspection to confirm that the Landowner is complying with its obligations under this Deed and the Management Agreement, independently verifying the Planting Scheme, PIUs and WCUs, but not to carry out any intrusive work save as permitted by the aforementioned) provided that it will make good all damage thereby caused.

6.2 The Trust, its workers, employees, contractors, agents and/or professional advisers shall be permitted access to the Property at all reasonable times during the Term for itself and supporters of the Trust, including individual and corporate supporters to view the trees on the Property and to use and enjoy the woodland on the Property in accordance with the Trust's objectives insofar as not inconsistent with the provisions of this Deed.

7. **Alienation**

7.1 During the continuance of the Lease, the Trust and its successors in title shall only be entitled to assign its interest under this Deed in whole to any party to whom it is also assigning the Lease.

7.2 Following the expiry or sooner determination of the Lease and for the remainder of the Term, the Trust and its successors in title shall be entitled to assign its interest under this Deed in whole or in part.

7.3 The Landowner shall not be permitted to assign its interest under this Deed in whole or in part other than pursuant to clause 7.4.

7.4 The Landowner covenants with the Trust not to Dispose of its interest in all or any part of the Property save with the prior written consent of the Trust, such consent not to be unreasonably withheld for a Disposal of the whole of the Landowner's interest in the Property where the proposed Disponee contemporaneously with such Disposal of the whole of the Property:

7.4.1 enters into a deed with the Trust on substantially the same terms as this Deed or, if the Trust requires, enters into a novation agreement of this Deed for the remainder of the Term; and

7.4.2 provides evidence to the Trust of the Disposal to the Disponee together with an undertaking from the Disponee's conveyancer to apply for registration of the Disposal at the Land Registry of Northern Ireland without delay and thereafter to use its best endeavours to procure completion of that application as soon as possible.

7.5 On the date of this Deed, the Landowner shall apply to enter the following inhibition on the title to the Property:

'Except under an order of the Courts or the Registrar of Titles, all dispositions by the registered owner, or by the owner of any registered charge not being a charge registered before the entry of this inhibition, is inhibited unless a written consent has been obtained and signed by The Woodland Trust (CRN: 01982873) of Kempton Way, Grantham, Lincolnshire NG31 6LL or its solicitors that the provisions of clause 7.4 to an deed dated [] 20[] made between (1) [] and (2) The Woodland Trust have been complied with'.

7.6 After the date of this deed, the Landowner shall not grant any interest in nor grant rights (including any lease) over the Property without the consent of the Trust, such consent not to be unreasonably withheld or delayed in respect of any easements or wayleave agreements, but it shall be reasonable for the Trust to withhold consent where the proposed interest or rights would in the opinion of the Trust interfere with or materially adversely affect:

7.6.1 the success and/or viability of the Project;

7.6.2 the provisions of this Deed;

7.6.3 the ability of either party to be able to perform their respective obligations under this Deed; or

7.6.4 the validity or establishment of PIUs and/or WCUs or the Trust's rights to them.

8. Notices

8.1 Any notice given to a party under or in connection with this Deed shall be in writing and shall be delivered by hand or by pre-paid first-class post or other next working day delivery service at its registered office (if a company) or its principal place of business (in any other case).

8.2 Any notice shall be deemed to have been received:

8.2.1 if delivered by hand, at the time the notice is left at the proper address; or

8.2.2 if sent by pre-paid first-class post or other next working day delivery service, at 9.00 am on the second Business Day after posting.

8.3 This clause 8 does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

9. Confidentiality

9.1 Each party undertakes that it shall not at any time disclose to any person any confidential information concerning the business, affairs, customers, clients or suppliers of the other party except as permitted by clause 9.2.

9.2 Each party may disclose the other party's confidential information:

9.2.1 to its employees, officers, representatives, contractors, subcontractors or advisers who need to know such information for the purposes of exercising the party's rights or carrying out its obligations under or in connection with this Deed. Each party shall ensure that its employees, officers, representatives, contractors, subcontractors or advisers to whom it discloses the other party's confidential information comply with this clause 9; or

9.2.2 as may be required by law, a court of competent jurisdiction or any governmental or regulatory authority.

9.3 No party shall use any other party's confidential information for any purpose other than to exercise its rights and perform its obligations under or in connection with this Deed.

10. Announcements

No party shall make, or permit any person to make, any public announcement concerning the existence, subject matter or terms of this Deed, the wider transactions contemplated by it, or the relationship between the parties, without the prior written consent of the other party (such consent not to be unreasonably withheld or delayed, except as required by law, any governmental or regulatory authority (including, without limitation, any relevant securities exchange), any court or other authority of competent jurisdiction.

11. Disputes

11.1 An Expert is a person appointed in accordance with this clause 11 to resolve any matter under this Deed, subject to clause 12.

11.2 The parties shall agree on the appointment of an independent Expert and shall agree with the Expert the terms of their appointment.

11.3 If the parties are unable to agree on an Expert or the terms of appointment within 7 days of either party serving details of a suggested expert on the other, either party shall then be entitled to request the President of the Law Society of Northern Ireland to appoint a solicitor of repute with at least 10 years' experience in contractual disputes and for the Law Society of Northern Ireland to agree with the Expert the terms of appointment.

11.4 The Expert is required to prepare a written decision including reasons and give notice (including a copy) of the decision to the parties within a maximum of 3 months of the matter being referred to the Expert.

11.5 If the Expert dies or becomes unwilling or incapable of acting, or does not deliver the decision within the time required by this clause then:

11.5.1 the parties may agree or either party may apply to the Law Society of Northern Ireland to discharge the Expert; and

11.5.2 the parties may proceed to appoint a replacement Expert in accordance with this clause 11 which shall apply to the replacement Expert as if they were the first Expert to be appointed.

11.6 All matters under this clause 11 must be conducted, and the Expert's decision shall be written, in the English language.

11.7 The parties are entitled to make submissions to the Expert and will provide (or procure that others provide) the Expert with such assistance and documents as the Expert reasonably requires for the purpose of reaching a decision.

11.8 To the extent not provided for by this clause 11, the Expert may in their reasonable discretion determine such other procedures to assist with the conduct of the determination as they consider just or appropriate (including (to the extent considered necessary) instructing professional advisers to assist them in reaching their determination).

11.9 Each party shall with reasonable promptness supply each other with all information and give each other access to all documentation and personnel and/or things as the other party may reasonably require to make a submission under this clause 11.

11.10 The Expert shall act as an expert and not as an arbitrator. The Expert shall determine the matter in dispute which may include any issue involving the interpretation of any provision of this Deed, their jurisdiction to determine the matters and issues referred to them and/or their terms of reference. The Expert may award interest as part of their decision. The Expert's written decision on the matters referred to them shall be final and binding on the parties in the absence of manifest error or fraud.

11.11 In determining the matter in dispute, the Expert shall take into account the Management Plan, the UKFS and the Woodland Carbon Code.

11.12 The Expert's fees and any costs properly incurred by them in arriving at their determination (including any fees and costs of any advisers appointed by the Expert) shall be borne by the parties equally or in such other proportions as the Expert shall direct.

11.13 All matters concerning the process and result of the determination by the Expert shall be kept confidential among the parties and the Expert.

11.14 Each party shall act reasonably and co-operate to give effect to the provisions of this clause and otherwise do nothing to hinder or prevent the Expert from reaching their determination.

11.15 The Expert and shall have no liability to the parties for any act or omission in relation to this appointment; save in the case of bad faith.

12. **Woodland Carbon Code determination**

12.1 If the Woodland Carbon Code shall cease to exist and not be replaced or if the Woodland Carbon Code or any replacement (under the definition of Woodland Carbon Code) shall change so as to materially conflict with or render any provisions of this Deed ineffective, then the provisions contained in this clause 12 shall apply.

12.2 The Landowner and the Trust shall endeavour, within a reasonable time, to agree alternative carbon sequestration provisions ("Alternative Provisions") to those that were at the point of cessation or change most recently contained in the Woodland Carbon Code or any replacement (under the definition of Woodland Carbon Code) and enter into a deed of variation to this Deed to record such. If the Landowner or the Trust cannot agree on Alternative Provisions or the terms of any such deed of variation, then the Expert shall determine them in accordance with the provisions of this clause 12.

12.3 The Expert shall have full power to determine the question, dispute or disagreement, and in conjunction with that shall have power to determine any issue involving the interpretation of any provision of this Deed, their jurisdiction to determine the question, dispute or disagreement referred to them or their terms of reference. When determining such a question, dispute or disagreement, the Expert may, if they consider it appropriate, specify that alternative provisions should apply to this Deed, and this includes (but is not limited to) substituting Alternative Provisions.

12.4 The Landowner and the Trust may, by agreement, appoint the Expert at any time before either of them applies to the Chairperson for the Expert to be appointed.

12.5 The Expert shall act as an expert and not as an arbitrator. The Expert's decision shall be given in writing, and the Expert shall provide reasons for any determination. The Expert's written decision on the matters referred to them shall be final and binding in the absence of manifest error or fraud.

12.6 The Expert shall give the Landowner and the Trust an opportunity to make written representations to the Expert and to make written counter-representations commenting on the representations of the other party to the Expert. The parties will provide (or procure that others provide) the Expert with such assistance and documents as the Expert reasonably requires for the purpose of reaching a decision.

12.7 Either the Landowner or the Trust may apply to the Chairperson to discharge the Expert if the Expert:

12.7.1 dies;

12.7.2 becomes unwilling or incapable of acting; or

12.7.3 unreasonably delays in making any determination,

the provisions of this clause 12 shall then apply in relation to the appointment of a replacement.

12.8 The fees and expenses of the Expert and the cost of the Expert's appointment and any counsel's fees, or other fees, reasonably incurred by the Expert shall be payable by the Landowner and the Trust in the proportions that the Expert directs (or if the Expert makes no direction, then equally). The Landowner and the Trust shall otherwise each bear their own costs in connection with the determination.

13. **Entire Agreement**

13.1 This Deed constitutes the entire agreement between the parties and (save where terms are incorporated by reference) supersedes and extinguishes all previous agreements, promises, assurances, warranties, representations and understandings between them, whether written or oral, relating to its subject matter.

13.2 Each party agrees that it shall have no remedies in respect of any statement, representation, assurance or warranty (whether made innocently or negligently) that is not set out in this Deed. Each party agrees that it shall have no claim for innocent or negligent misrepresentation based on any statement in this Deed.

14. **Costs**

Each party shall pay its own costs incurred in connection with the negotiation, preparation, execution and registration of this Deed.

15. **Variation**

No variation of this Deed shall be effective unless it is in writing and signed by the parties or their authorised representatives.

16. **Waiver**

No failure or delay by a party to exercise any right or remedy provided under this Deed or by law shall constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict the further exercise of that or any other right or remedy. No single or partial exercise of such right or remedy shall prevent or restrict the further exercise of that or any other right or remedy.

17. **Severance**

17.1 If any provision or part-provision of this Deed is or becomes invalid, illegal or unenforceable, it shall be deemed deleted, but that shall not affect the validity and enforceability of the rest of this Deed.

17.2 If any provision or part-provision of this Deed is deemed deleted under clause 17.1, the parties shall negotiate in good faith to agree a replacement provision that, to the greatest extent possible, achieves the intended commercial result of the original provision.

18. **Counterparts**

This Deed may be executed in any number of counterparts, each of which shall constitute a duplicate original, but all the counterparts shall together constitute the one deed.

19. **Third Party Rights**

This Deed does not give rise to any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Deed.

20. **Governing Law**

This Deed and any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with the laws of Northern Ireland.

21. **Jurisdiction**

Each party irrevocably agrees that the courts of Northern Ireland shall have non-exclusive jurisdiction to settle any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with this Deed or its subject matter or formation.

This Deed has been executed as such on the date stated at the beginning of it.

PRESENT when the **COMMON SEAL**

Of LISBURN AND CASTLEREAGH

CITY COUNCIL was affixed hereto:-

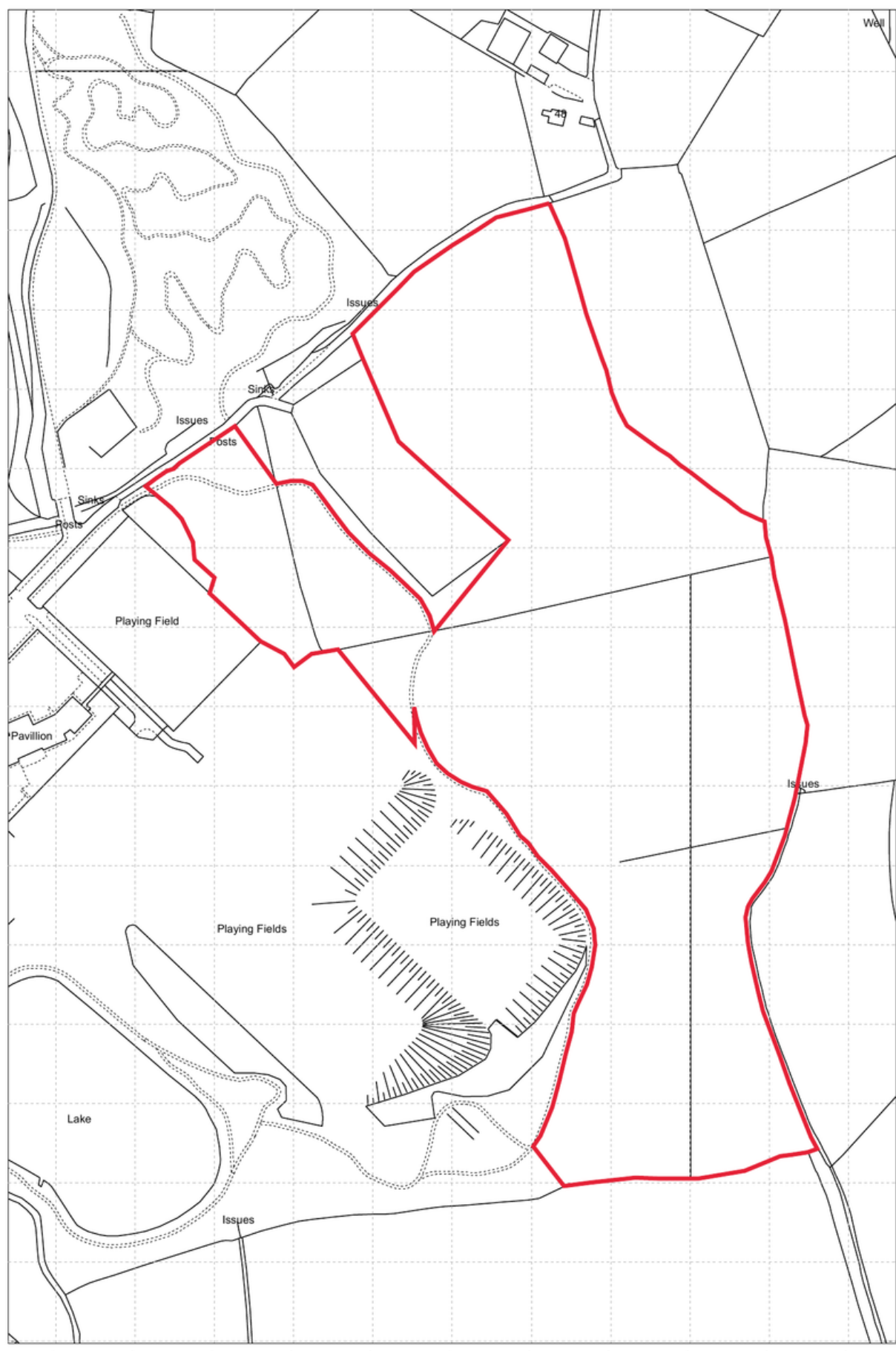
_____ Mayor

_____ Chief Executive

EXECUTED as a Deed
by affixing **THE COMMON SEAL**
of **THE WOODLAND TRUST**
in the presence of:

.....
Authorised Signatory

.....
Authorised Signatory



Scale 1:2,500



Leisure & Community Development Committee

7th March 2023

Report from:

Head of Parks & Amenities

Item for Decision

TITLE: Lisburn Feile – Wallace Park Event

Background and Key Issues:

1. A request has been received from Lisburn Feile for the use of Wallace Park for the afternoon of the 28th July to hold a family fun-day event. The event will entail some live music, cultural dancing, DJ, food stalls, arts/crafts, game of 3 halves which will require use of the pitches to facilitate taster sessions of soccer, Gaelic football, rugby and cricket.
2. The organisers advise that discussions are underway with other community stakeholders seeking support including Choice Housing. Lisburn Feile have applied for funding through the Lisburn Community Support Grant, Festival Fund and Grand Choice, as well as seeking financial support from local businesses. The multi-cultural event would be free of charge and open to everyone, with the intention of promoting respect and understanding of different cultures that make up Lisburn.
3. As would be consistent with requests for similar other large scale events in our parks this is brought before members for consideration.
4. If minded to support this request then the organisers will then be required to engage with the Safety Advisory Group (SAG) and comply with all usual booking requirements.

Recommendation:

It is recommended that Members consider the request from Lisburn Feile to hold an event in Wallace Park on 28th July.

Finance and Resource Implications:

Nil

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy?

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="N/A"/>	Option 2 Screen out with mitigation	<input type="text" value="N/A"/>	Option 3 Screen in for a full EQIA	<input type="text" value="N/A"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	<input type="text" value="No"/>	Has a Rural Needs Impact Assessment (RNIA) template been completed?	<input type="text" value="No"/>
--	---------------------------------	---	---------------------------------

If no, please given explanation/rationale for why it was not considered necessary:

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

No

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



Leisure & Community Development Committee

1st March 2023

Report from:

Head of Sports Services

Item for Noting

TITLE: Mary Peters Trust – Request for Financial Assistance

Background and Key Issues:

1. Attached at appendix 1 is an email to the Chief Executive from the Mary Peters Trust outlining local young people who have benefited from the Trusts support over the past 12 months. The names of the young people have been redacted.
2. Furthermore the email requests that LCCC continue to support the work of the trust as in previous years
3. Provision of £1,000 has been made in the 2023/24 revenue estimates

Recommendation:

It is recommended members note the request from the Lady Mary Peters Trust and the award of £1,000 as per the 2023/24 estimates

Finance and Resource Implications:

£1,000 as contained within 2023/24 revenue estimates

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy?

If no, please provide explanation/rationale

N/A

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="Yes/No"/>	Option 2 Screen out with mitigation	<input type="text" value="Yes/No"/>	Option 3 Screen in for a full EQIA	<input type="text" value="Yes/No"/>
--	-------------------------------------	---	-------------------------------------	--	-------------------------------------

Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	<input type="text" value="Yes/No"/>	Has a Rural Needs Impact Assessment (RNIA) template been completed?	<input type="text" value="Yes/No"/>
--	-------------------------------------	---	-------------------------------------

If no, please given explanation/rationale for why it was not considered necessary:

N/A

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:	As attached
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HAS IT BEEN SUBJECT TO CALL IN TO DATE?	Yes/No
If Yes, please insert date:	

Dear Mr Burns

I am writing to you on behalf of Lady Mary Peters to ask if LCC Council would consider supporting the Mary Peters Trust with a donation. The charity has been working hard after Covid to raise funds and continue supporting our young local athletes across Northern Ireland from all sports. Last year was an amazing year as we celebrated the 50th Anniversary of Lady Mary's gold medal success. We also funded in 2022 the following young people in your area:

Athletics	Awarded	1000
Badminton	Awarded	500
Badminton	Awarded	500
Gymnastics	Awarded	500
Hockey	Awarded	500
Canoeing	Awarded	1000
Canoeing	Awarded	500
Cycling	Awarded	500
Golf	Awarded	500
Netball	Awarded	500
Rowing (Ireland)	Awarded	500
Swimming	Awarded	500
Table Tennis	Awarded	2000
Table Tennis	Awarded	500
Tennis	Awarded	500
Tennis	Awarded	500
Yachting	Awarded	500

If you were able to support the charity, we would greatly appreciate it and it will help us continue to support the sporting stars of the future.

Kind Regards, Cathryn



Leisure & Community Development Committee

Confidential

7th March 2023

Confidential Report from:

Head of Parks & Amenities

Local Government Act (Northern Ireland) 2014

Schedule 6 - Access to Information: Exemption Information

(select from the list below reason why report is confidential and delete)

- 3. Information relating to the financial or business affairs of any particular Council holding that information).

When will the report become unrestricted:

Specify when report will become available

Redacted report available

Once the contract has been awarded and the goods delivered

Company Name

- a. Cyril Johnston & Co Ltd.,
 - The Cyril Johnston Centre,
 - 127 Ballynahinch Rd, Carryduff, Belfast BT8 8DJ
- b. Dennison Commercials Ltd.,
 - 37 Hillhead Rd,
 - Ballyclare BT39 9DS
- c. Laird Grass Machinery Ltd.,
 - 5A Island Rd Lower, Ballycarry,
 - Carrickfergus BT38 9HB
- d. RD Mechanical Services Ltd.,
 - 7 McKinney Rd,
 - Newtownabbey BT36 4PE

3. Total value of the tender will be £59,680.

4. The use of an electric utility vehicle demonstrates the Council's carbon footprint.

Recommendation:

It is recommended that Members note the award for the procurement of ton dumper for the Cemetery to:

Lot 1 - Cyril Johnston & Co Ltd (£39,930)

Lot 2 - Dennison Commercials Ltd (£19,750)

Finance and Resource Implications:

Both purchases would be funded through the Council's 'Invest to S

If yes, what was the outcome?:

Option 1

Screen out without mitigation

Yes/No

Option 2

Screen out with mitigation

Yes/No

Rationale for outcome/decision (give a brief explanation of any issues, mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

No

Has a Rural Needs Impact Assessment (RNIA) template been completed?

If no, please give explanation/rationale for why it was not considered:

If yes, give brief summary of the key rural issues identified, any proposed mitigation and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

No

If Yes, "This is a decision of this Committee only. Members of the Planning Committee shall consider this a decision of this Committee. Members of the Planning Committee shall consider this in accordance with the applicable legislation and with an open mind, taking into account and leaving out irrelevant consideration".

**LISBURN AND CASTLEREAGH CITY COUNCIL
COMMITTEE TENDER REPORT**

145

REPORT FROM: Allister Hamilton Parks Manager (Sports / cemeteries)

DEPARTMENT: Leisure and Community Wellbeing

DATE: 1st March 2023

Procurement and Delivery of the Supply & Delivery of Lot 1: 1 Electric Vehicle & Lot 2: 1 x 1 Tonne Dumper

Background

Leisure and Community Wellbeing intend on purchasing an electric vehicle and a one tonne dumper. The cemetery team at Blaris has had these two items on hire from the start of Covid, as there has been an increase in the number of interments and this has required the need for extra equipment to cope with the demand on Lisburn & Castlereagh City Council cemeteries to meet with the needs of grieving families.

Procurement Process

Tenders were invited from companies to tender for the equipment required. Following Open Tender procedures, 21 Days were allowed for return of Tenders. The tender competition closed on Wednesday 22nd February 2023 at 12.00 noon. Four tender submissions were received by the closing date/time and opened by:

- Ross Gillanders, Head of Parks & Amenities
- Vincent Copeland, Procurement Officer

The tender responses were returned to the Procurement Department recorded, copied and passed to Leisure and Community Wellbeing for evaluation.

Tender Evaluation

All tenders were evaluated by Allister Hamilton Parks Manager (sports / cemeteries) and Kenneth Gray (Parks Supervisor). **Tenders** were evaluated using the agreed criteria and weightings as set out in the issued Tender documents.

The services proposed by each tenderer and the relative Costs were evaluated and scored in order to determine the Most Economically Advantageous Tender (MEAT) in relation to Quality/Cost. Following public advertisement, Four tenderers were successfully evaluated at a total cost of:-

- | | |
|--|--------------------|
| 1. Cyril Johnston & Co Ltd,
Electric Vehicle | Lot 1: £39,930.00 |
| 2. Dennison Commercials Ltd,
One Tonne Dumper | Lot 2 : £19,750.00 |
| 3. Laird Grass Machinery Ltd,
Electric Vehicle | Lot 1 : £48,500.00 |
| 4. RD Mechanical Services Ltd,
Electric Vehicle | Lot 1 : £39,950.00 |

Recommendation:

As a result of the evaluation, the panel would recommend the award to the following companies –

**Cyril Johnston & Co Ltd,
The Cyril Johnston Centre,
127 Ballynahinch Rd,
Carrduff, Belfast,
BT8 8DJ**

Lot 1: Electric Vehicle - £39,930.00

**Dennison Commercials Ltd,
37 Hillhead Rd,
Ballyclare
BT39 9DS**

Lot 2: One Tonne Dumper - £19,750.00

Total cost

£59,680.00

Allister Hamilton
Parks Manager (Sports / cemeteries)

1st March 2023



Name of Committee

Confidential

Date 7th March 2023

Confidential Report from:

Head Of Sports Services

Local Government Act (Northern Ireland) 2014

Schedule 6 - Access to Information: Exemption Information

(select from the list below reason why report is confidential and delete as appropriate)

- 3. Information relating to the financial or business affairs of any particular person (including the Council holding that information).

When will the report become unrestricted:

Specify when report will become available

Redacted report available

Once minutes ratified & post call in period

Never

Item for Decision

TITLE:

Business Appraisals – Driving Range Bays at Aberdelghy Gold Course, Indoor Golf Studio at Castlereagh Hills Golf Course and Golf Services at Aberdelghy Golf Course

Background and Key Issues:

1. This report seeks as per the Lisburn & Castlereagh City Council governance process, Member approval for three business appraisals.
- **Driving Range bays at Aberdelghy Golf Course**
2. Due to ongoing growth of membership at Aberdelghy Golf Course, the introduction & continued growth of the Vitality Plus membership and the need to provide all year round lessons as part of the annual golf programme and to offer an all year round 7 days a week service to its members, this construction is seen as part of the essential ongoing development.

3. As golf is a very seasonal sport and participation dips dramatically during the colder months, this development will affect not just golf, but sport & physical activity all year round. Given that Golf contributes to approx. 30% of all income generated by Sports Services, this project will offer another valuable income stream, and will attract new members whilst retaining existing members.
4. Members will use the driving bays as a means to “warm up” before playing golf or participating in competitions. It will also offer Council the opportunity to increase the services programme, delivering more golf lessons to individuals and groups whilst helping to entertain children during Summer Scheme & school bookings.

➤ **Indoor Golf studio at Castlereagh hills Golf Course**

5. Due to ongoing growth of membership at Castlereagh Hills Golf Course, the introduction & continued growth of vitality Plus membership & the need to provide all year round lessons as part of the annual golf programme and to offer an all year round service to its members, this construction is seen as part of the essential ongoing development.
6. As golf is a very seasonal sport & participation dips dramatically during the older months, this development will affect not just golf, but sport & physical activity all year round. Given that Golf contributes to approx. 30% of all income generated by Sports Services, this project will not only offer another valuable income stream as identified in the business case, but will attract new members whilst managing to retain existing members.
7. It will also offer Council the opportunity to increase the services programme, delivering more golf lessons to individuals & groups as well as offering lucrative second spend services such as club fitting. It will also offer a new virtual experience for golfers wishing to play world famous courses on the Golf Simulators systems installed. Due to its location, this will also enable our partner operating the Restaurant to provide catering & beverage service to its users.

➤ **Golf Services at Aberdelghy Golf Course**

8. The Council will seek to procure a suitable contractor to fulfil the Golf Services and the Ancillary Services, receipt of membership/green fees, customer inquiries and provision of golf related services 7 days a week 364 days a year granting the contractor full license to use the shop on the terms outlined in the agreement. The period of the contract will be for an initial period of 3 years, commencing as soon as possible, with an option to extend this period for up to a further 24 months (i.e. 1 year + 1 year)
9. Employing their own staff, the Contractor shall act as agent for the council in the collection of all green fees paid by members of the public for the use of the Course.
10. The Council shall pay the Contractor an annual Retainer Fee of £12,000 as well as a percentage of the green fees collected (up to a limit) as outlined in the agreement.
11. Given the nature of the facility and the services provided, this arrangement is seen as the most efficient means of operating the service.
12. A temporary single tender action will be initiated from April 1st when new contractor is appointed.
13. Financial provision is included within the 2023/24 revenue and Repairs and Renewal budgets.

14. The three business appraisals are attached at appendix 1, 2 & 3 for Members consideration. They have been reviewed and approved by councils finance team.

Recommendation:

It is recommended Members approve the business case appraisals for :

- A. A driving bay at Aberdelghy Golf Course
- B. An indoor Golf Studio at Castlereagh Hills Golf Course.
- C. Golf Services at Aberdelghy Golf Course.

Finance and Resource Implications:

Construction cost for driving bays is £45,229, £54,170 for indoor golf Studio, £175,000 (3 + 1+ 1) for Golf Services. Funding will come from in year revenue codes.

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy?

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="Yes/No"/>	Option 2 Screen out with mitigation	<input type="text" value="Yes/No"/>	Option 3 Screen in for a full EQIA	<input type="text" value="Yes/No"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

https://www.lisburncastlereagh.gov.uk/uploads/files/Equality_Screening_Aberdelghy_Golf_Club_Driving_Range_Bays_final.pdf

https://www.lisburncastlereagh.gov.uk/uploads/files/Equality_Screening_Indoor_Golf_Studio_CHGC_final.pdf

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Has a Rural Needs Impact Assessment (RNIA) template been completed?

If no, please give explanation/rationale for why it was not considered necessary:

N/A

If yes, give brief summary of the key rural issues identified, any proposed actions to address or mitigate and include the link to the completed RNIA template:

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration".

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:

Appendix C: -Financial Appraisal Pro-forma for Use on Projects with an Estimated Cost Between £30,000 & £100,000

The aim of the pro-forma is to provide an adequate record of the economic and financial factors that are considered in deciding whether or not an investment is worthwhile. For this reason the questions should be answered as comprehensively as possible. A checklist is included as Appendix C to ensure that the pro-forma has been completed to a satisfactory standard and supports the case to award grant assistance to the project.

The pro-forma follows the Treasury's 'Green Book'. It is not however a substitute for it.

General Information

- i) **Name of Project:** Driving Range Bays to Aberdelghy Golf Course
- ii) **Spending Department:** Leisure & Community Wellbeing
- iii) **If applicable, details of other project funders:**
- Own Funds:** _____
- Government Departments:** _____
- Others:** _____
- iv) **Financial Appraisal prepared by:** Roy Skillen **Date:** 10.08.22

1. Introduction and Need

Please provide a brief explanation of what the expenditure is for and why it is needed. What would the implications be if project/acquisition does not proceed?

The proposed project is to construct a 4 bay golf driving range to enable golfers to play / practice their golf before playing a round of golf and also during course closures and winter conditions. This will also allow the PGA Golf Professional to offer all year round coaching to all Golf and Vitality Plus members.

With the introduction this year of Vitality Plus membership, members and their families will be expecting to use the golf facilities all year round similar to our other leisure facilities and if this is not possible, they may feel that the Vitality Plus membership is not value for money.

If we didn't provide this service we will have to continue hiring out other venues for Golf Coaching which is quite costly over the winter months. Most golf clubs in Northern Ireland now have either driving ranges or indoor golf studios for their members so not having this could potentially make members leave.

2. Objective and Constraints

Please state the objective of the project and indicate if there are any constraints to be considered.

The primary objective of this proposal is to offer all year round golf options for all members and visitors to Aberdelghy Golf Course. This project will also allow golf coaching to be better serviced all year round especially during the winter months.

Will help to retain our membership at the facility. Coaching will be provided to course members, visitors, community projects (C-Saw), Vitality and Vitality+ programmes.

The main constraint is having to pay for the initial build of the driving range bays although the cost of this project will be recouped with the income received through the sale of golf range ball hire over the next few years.

3. Options

Please identify if there are any alternative options and provide a brief explanation as to why these have not been considered further.

The only other option is to not to have any other golf playing options / facility for members and visitors the days when the course is closed due to inclement or during the winter months. This could lead to a loss of members as most golf clubs now provide all year round golf playing and coaching options.

This would therefore mean that we would have no coaching facility for the Golf Professional and we would therefore need to continue hiring out another facility to deliver the golf coaching programmes. Taking our members to another facility is not convenient or ideal for the coaching program.

4. Monetary Costs and Benefits

Please state the monetary cost of the project/acquisition. A sentence should also be included to explain how this cost has been estimated e.g. previous experience. If there are any monetary benefits, these should be included here.

The cost of the project has been estimated by Construction Services Officers based on market research and historic data. The prices we will charge has been based on market research with similar driving ranges in Northern Ireland.

This project will not only make the facilities and course membership more attractive it will also improve membership retention.

The income from the project will come from the hire of driving range golf balls. The cost is anticipated to be £3 per basket for members and £4 per basket for visitors. It is estimated that we would hire out 4 baskets per hour (£12) x average 8 hours per day (£96) x 7 days (£672.00) x 50 weeks (Total £33,600)

We will be require to pay for a ranger 1 hour per day to collect range balls. The cost will be 1 hour per day at £14 per day (Total £4900.00)

Council lead activity schemes will be able to use this facility which will in turn keep expenditure and income within council sport facilities.

Outline the costs of the project over the next 3 years in the following table. Insert extra columns for additional years.

Preferred Option				
Costs and Benefits	Year 1	Year 2	Year 3	Year 4
	2023-2024	2024-2025	2025-2026	2026-2027
Capital Costs				
Construction Costs	£45,229	NIL	NIL	NIL
Total Capital Cost	£45,229	-	-	-
Recurrent Costs				
Ranger Duties		4900.00	4900.00	4900.00
Utility costs		1000.00	1000.00	1000.00
Total Recurrent Cost	0.00	5900.00	5900.00	5900.00
Total Cost (A)	£45,229	5900.00	5900.00	5900.00

Benefits				
Income				
Range Ball Hire		33,600.00	40,000.00	42,000.00
Total Benefits (B)		33,600.00	40,000.00	42,000.00
Total Costs (A-B)*	£45,229.00	(27,700.00)	(34,100.00)	(36,100.00)

5. Non-Monetary Costs and Benefits

Please briefly identify any non-monetary costs and benefits.

Aberdelghy Golf Course has been open for over 35 years and during this time has provided a facility for playing golf and delivery of golf lessons. The development of new driving bays to provide an all year round golf facility is a continuation of these services.

Also, With the massive increase in memberships at Aberdelghy the requirement for this service is in more demand.

Another added benefit to the Council of providing all year round golf playing and golf lessons is that it promotes health etc as it promotes health & wellbeing and encourages future membership and interest in the sport.

LCCC will also organise beginner programmes to promote memberships along with golf summer programmes for the Summer in the City activities and also deliver lessons for C-Saw.

6. Risks

Please indicate if there are any notable risks associated with the project/acquisition.

An ecology survey for badger set will be carried out along with a tree survey.

There is no apparent risk involved apart from the monthly cost. The small risk is that golfers don't use the driving range but feedback from golf members and the PGA Golf Professional would make this very unlikely.

There is a very low risk of breakdown of the driving range machinery but it will be covered until a warranty period of 3 years and serviced every year.

7. Monitoring and Evaluation

Please identify who will be responsible for monitoring the project/asset. Also indicate how and when performance will be evaluated.

The project will be monitored by Construction Services Officers during the construction phase to ensure that the project is delivered on time, to cost and quality required.

The project will be evaluated against the requirements of the Contract Specification to ensure what has been asked for is provided and that the project is delivered on budget.

The ongoing day to day operation of the driving range will be run and maintained by existing staff at Aberdelghy as part of their daily duties.

8. Financing

Please indicate how the project/acquisition will be financed.

The project will be financed through Repairs & Renewal Provision from 22/23 which will be carried forward to 23/24 and cost recuperated by golf ball hire over the next few years.

9. Equality

Has this policy been screened and (depending on the screening outcome decision) consideration given to undertaking an Equality Impact Assessment (EQIA)?

Equality screening has been done and no negative impacts identified.

Note that policy in the context of Section 75 covers all the ways in which a public authority carries out or proposes to carry out its functions relating to NI. Policies include unwritten as well as written policies.

If further information or clarification is required please contact the Equality Officer.

Estimate Breakdown		
Category	Cost	Notes
Construction Costs		
Prefabricated structure	£ 32,000.00	
Building works	£ 7,229.00	
Footpaths and Carpark	£5,000.00	
Total Construction Cost	£ 44,229.00	
Consultant cost	n/a	
Contingency	£1,000.00	
Capitalised salary	n/a	
Total Cost	£ 45,229.00	

Appendix E Financial Appraisal Pro Forma for Use on Projects with an Estimated Cost between £100,000 & £1,000,000

Important Note: All the boxes in this form can be expanded and the size of the box bears no relation to the amount of information required. Sufficient information should be included in each box.

If any assistance is required in filling in this form please contact Financial Services Department.

- **Introduction**

Please provide a brief introduction/background to the proposed programme or project.

LCCC require a contractor to run and operate Aberdelghy Golf Course. The Contractor will be required to run the shop and act as agent to Council in collection of all green fees. They will provide a service repair and maintenance of golf equipment and hire of golf clubs. The Contractor will facilitate a regular golf tuition service arranged by and provided by the Council.

We currently use an external contractor to run the service at AGC and the current contract expires end March 2023. To comply with council procurement protocols, it is necessary to re-tender for this service and to have a new contract in place to ensure continuity of service.

- **Strategic Context**

Explain the strategic relevance of the proposed, programme or project. For example, the particular strategic aims and objectives to which it will contribute should be highlighted, and an explanation of how it is expected to contribute to them should be given

Reference should be made to relevant statutes, strategy or policy documents e.g. Corporate Plan, Regional Transport Strategy, Belfast Metropolitan Transport Plan, Regional Development Strategy, DoE Corporate Plan, Health and Safety legislation, Disability Discrimination Act, The Roads (NI) Order 1980, Transport (Amendment) Act (NI) 1971, Planning (NI) Order 1991, Road Traffic (NI) Order 1981, etc.

Corporate Plan Objectives:

The provision of this services aligns directly with the Corporate Plan objectives. For example: the provision of Golf services within the operating agreement will ensure that the Council residents of all ages are more physically active more often and that good health will no longer be dependent on where we live or what income we have.

Golf provision is a key element in the Council's sports/leisure provision. Access to golf services is now included in the Vitality Plus leisure membership scheme and golf membership has increased in popularity over recent years.

Theme 3 Health & Wellbeing

1. We live healthy, fulfilling and long lives.

The provision of these services are essential to the efficient operation of the Council. The procurements will be in line with the Accounting Manual

- **Assessment of Need**

Use this section to establish that expenditure is needed. The proposed service provision or financial assistance needs to be justified and the following points should be considered:

- Where appropriate, details should be given of deficiencies in current services, or in the assets or other resources used to deliver them. If possible you should try and quantify the problem.
- Relevant projections of the future nature, and levels, of demand for services over time should be provided and be suitably quantified.
- These future projections should be set in context by providing historical evidence of the development of need e.g. data for the past three to five years.
- If this is recurrent funding or a recurring project please use the results from the evaluation of the last scheme to inform the assessment of need and detail here what improvements, if any, are being proposed compared to the last round of funding.
- What are the implications of not going ahead with this project?
- Would this project go ahead, even if reduced in scope, in the absence of funding from the Department?

Aberdelghy Golf Club is an established facility with a growing membership and it requires ongoing effective management. To date it has been managed by an external operator and the arrangement has proved very successful, both in terms of the service provided to council and service users and in terms of cost to the council. Evaluation over many years has concluded that the facility can be managed more effectively by an external provider. Contracting responsibility for day to day operations enables Council Sports Service staff to concentrate on service development and promotion.

Aberdelghy Golf Course has increased from strength to strength with membership doubling in last few years. Substantial improvements have been done to the course making it a challenging course but at affordable price enabling the Council ratepayer value for money to take part in a sport for their health & well-being.

Should the Operating Agreement not progress this would mean:

- The alternative to contracting an external operation would be for LCCC to directly employ staff. However, experience has shown that this would be significantly more costly in terms of direct staff costs, as well as an increase to Council Head count and additional management burden.
- If we didn't go ahead and didn't employ Council staff to run facility then Golf Course would need to be closed down which would be a drop of estimated £200k income

4. Objectives, Targets and Constraints

In this section the overall objectives of the proposal should be set out. Targets should also be identified to enable an evaluation of the extent to which objectives have/have not been achieved. Targets need to be well defined in order to aid with evaluating the project. Finally, a series of constraints should be identified to ensure that anything which could impede the successful delivery of the project can be considered at this stage.

4.1 Objectives

The following questions may help to set suitable objectives:

- What are we trying to achieve? What are our objectives? What would constitute a successful outcome or set of outcomes?
- Have similar objectives been set in other contexts that could be adapted?
- Are our objectives consistent with strategic aims and objectives as set out, for example, in the council's service agreements?
- Are our objectives defined to reflect outcomes e.g. improved health, crime reduction or enhanced sustainable economic growth; rather than the outputs e.g. operations, prosecutions or job placements, which will be the focus of particular projects?

For further information on identifying the objectives and targets please go to <http://eag.dfpni.gov.uk/steps/step3.htm>

Please identify the objective(s) in the table below.

Table 4.1: Objectives

Objective(s)
<ul style="list-style-type: none"> • In line with our commitment in the Corporate plan strategic theme Health & Wellbeing.
<ul style="list-style-type: none"> • To effectively manage the facility on behalf of LCC and provide a quality service to members and service users
<ul style="list-style-type: none"> • To provide the service more cost effectively than can be delivered by council in-house.
<ul style="list-style-type: none"> • To sustain and potentially increase income levels from the Golf Course based on current popularity of the sport.
<ul style="list-style-type: none"> • Provide a service to the ratepayer which is reliable and efficient

4.2 Targets

It is extremely important that a series of targets are included below. It is important to set out how objectives are measured. The following questions may help to set suitable targets:

- How might our objectives and outcomes be measured?
- Are our objectives defined in such a way that progress toward meeting them can be monitored?
- What factors are critical to success?
- What SMART (*Specific, Measurable, Achievable, Relevant, Time bound*) targets can we then set? What targets do we need to meet?

Please identify targets in the table below.

Table 4.2: Targets

Targets
Increase of Golfing membership therefore increasing footfall. This is measured in weekly membership figures.
Support Council's effort to increase revenue income for LCCC
High customer satisfaction of Golf Course measured through surveys

4.3 Constraints

Important constraints upon the proposals should be explained. These may be technical, legal, financial or political in nature, or they may have to do with timing or location.

Please identify constraints in the table below.

Table 4.3: Constraints

Constraints
It is our responsibility to train contractors in our policies, where appropriate, and to have customer service expectations set out in the contract agreement.
Limited interest from potential providers due to the E-Tenders NI process.
The terms of the contract may not be attractive to some potential operators.
The new contract must be in place by 1 st April 2023

N.B. do not be restricted by the number of rows in the tables above. It is important to add or remove rows in order to identify all factors relevant to the circumstances of **your** particular project.

- **Identification of options**

It is useful to begin by identifying a 'long list' of options, containing all the initial ideas about possible solutions. This should include not only the conventional solutions, but also any more innovative suggestions, however outlandish they may at first appear.

The options selected for in-depth appraisal should include a baseline or benchmark option. This will usually be the "status quo" option, representing the genuine minimum input necessary to maintain services at, or as close as possible to, their current level.

Alternatives to the status quo are referred to as the 'do-something' options. These should generally cover a range of levels of provision, for example, from 'minimum acceptable provision' to the highest standards of provision. They could reflect variations in the scale, content, timing and location of services.

For further information on this section, go to <http://eag.dfpni.gov.uk/steps/step4.htm>. The link also provides examples of strategic and operational options and gives a flavour for the information to be considered when designing options.

Give each option a title and provide a short description of the option. Make sure you have at least identified the status quo and one other viable option. Any other option that has been identified can be rejected but an explanation as to why you rejected the option should be given.

Status Quo:

Operating agreement continuing to be supplied by outside contractor.

- Income should be maintained or increased with no loss in the customer experience by maintaining Aberdelghy Golf Course as one of the up and coming courses within the Council area.
- No increase in council staffing levels.
- Giving the Customers the same experience as what they have been familiar with as outside contractors have ran the facility since 1986.
- Allows LCCC staff to concentrate on other areas.
- It has worked well in the past

As per HMT Green Book, this option must be brought forward for further analysis

Option 1: LCCC to employ staff to run facility

To maintain the operation at current levels would require 4 staff plus management time.

2 full time receptionists/shop sales and 2 x 15 hour part time receptionists/shop sales

The in house option to run the Golf course would cost in

Year 1 - £81,440

Year 2 - £83,069

Year 3 - £84,730

Reject? Yes No

If yes please explain why? Significantly higher costs in employing staff

Option 2: Reduce offering or close facility

This would have a great impact on the members and visitors wellbeing as well as the financial implications and costs to ratepayers.

The complete removal of this facility would mean the loss of memberships and pay and play income £200k. This would remove the rate payer the provision of an affordable Council run facility within area.

Reject? Yes No

If yes please explain why? Financial cost to Council and Health & Wellbeing to ratepayer

Important note: This pro forma includes four options above, please add additional options if required. This document is protected; therefore, if it is necessary to include additional options for your project, please contact Financial Services Department who will assist you with this procedure.

- **Assessment of Monetary Costs and Benefits**

6.1 Monetary Costs and Benefits

Appraisals should account for **all** the costs and benefits to NI and UK residents, (i.e. consider the total costs of the project not just the cost to the Council). Examples of the costs are:

- Capital cost of carrying work out (e.g. new building, new equipment).
- Cost of contract
- Researchers
- Transport Costs
- In-house cost of managing the project
- Overheads (e.g. electricity, rent, etc)

For each option you have brought forward from the previous section identify a detailed breakdown of the costs and the benefits (revenue) in the tables below.

Please provide details above each table about how the cost and benefits were estimated (i.e. the assumptions).

STATUS QUO

Assumptions for Status Quo

AGC operating agreement continuing to be supplied by outside company. A £15K retainer fee would be paid to the contractor plus inflation. This amount is agreed by the Head of Sport Services and the Golf Club Manager. The contractor will also be paid a percentage of the green fee income as per terms and conditions of current contract. The green fees calculated in table 6.1 are based on current membership levels plus an assumption of a 10% increase in membership in future years.

Table 6.1: Status Quo Monetary Costs and Benefits

Status Quo					
Costs and Benefits	Year 1	Year 2	Year 3	Year 4	Year 5
	Capital Costs				
None					
Total Capital Cost					
Recurrent Costs					
Retainer	£15,000	£15,375	£15,759	£16,153	£16,557
Based on 2.5% inflation					
Green Fees	£20,000	£22,000	£24,200	£26,620	£29,282
Based on 10% increase in yearly membership					
Total Recurrent Cost	£35,000	£37,375	£39,959	£42,773	£45,839
Total Cost (A)	£35,000	£37,375	£39,959	£42,773	£45,839
Benefits					
Income at least maintained					
Total Benefits (B)					
Total Costs (A-B)*					

* A negative total denotes a total benefit

6.2 Optimism Bias

Optimism Bias refers to the demonstrated, systematic tendency for project appraisers to be overly optimistic; it can only be applied to capital costs.

Do any of the options have capital costs that have been estimated and therefore you are uncertain about?

Yes No

If you answered yes then you need to carry out an optimism bias adjustment. To do this you need to follow the following link http://www.hm-treasury.gov.uk/media/D/B/GreenBook_optimism_bias.pdf . If further clarification is required please contact Economics Branch for assistance.

6.3 Net Present Value

Appraisals should generally include, for each option, a calculation of its Net Present Value (NPV). This is the name given to the sum of the discounted benefits of an option less the sum of its discounted costs, all discounted to the same base date. Where the sum of discounted costs exceeds that of the discounted benefits, the net figure may be referred to as the Net Present Cost (NPC).

Q1. Is the expected economic life of the project expected to be greater than 3 years?

Yes No

Q2. Are you trying to compare an option with a high capital cost and to an option with low initial capital cost but high recurrent costs?

Yes No

If you answered yes to the two questions then you are required to complete NPC calculation. DFP have templates for completing these can be found at <http://eag.dfpni.gov.uk/npc-calculator.xls> and further guidance to the completion of NPCs can be found at <http://eag.dfpni.gov.uk/appendices/appendix7.htm>. Economics Branch can also assist with NPV calculations.

Remember that optimism bias adjustments must be made prior to NPV calculations and included in the NPV calculations.

- **Assessment on Non-Monetary Costs and Benefits**

In many assessments there are non-monetary impacts such as environmental, social or health effects that can not be valued cost-effectively. There are two main techniques to illustrate how options compare regarding factors that are not expressed in monetary values

a) Impact Statement

In essence, it consists of a table summarising the impact of each option upon each non monetary benefit.

b) The weighted scoring method

This involves assigning numerical weights to each factor to reflect its comparative importance, scoring the performance of each option against each factor on a numerical scale and calculating a 'weighted score' for each option.

The weighted scoring method is more detailed and is particularly useful when the monetary costs of options are similar and there are minor variations in non-monetary benefits. This pro forma includes an impact statement table but if it is felt necessary to complete a weighted scoring exercise please contact Economics Branch for assistance. Further information regarding non-monetary costs and benefits can be found at <http://eag.dfpni.gov.uk/steps/step7.htm>.

To complete the table below follow these steps:

1. Identify the non-monetary benefits in the benefit column;
2. For each of the non-monetary benefits identified give each option an impact rating using the key below the table and the drop-down lists; and
3. Assess the overall non-monetary benefit of each option.

Table 7.1: Non-Monetary Costs and Benefits

Benefit	Status Quo	Option 1	Option 2	Option 3
Improvement to the Health & Wellbeing of local residents using facility	++	++		
Increased participation in Council led activities	++	++		
Overall	++	++		

KEY				
-- highly negative	- negative	\ no impact	+ positive	++ highly positive

Please give a short narrative explaining the non-monetary rankings given to each option.

Status Quo Ranking: If the current arrangement is maintained, that is, providing golf services via operating agreement it will help provide improvement to the health & wellbeing of local residents and increase participation in Golf.

Option 1 Ranking: Equally if the Golf Course is managed and run by Council staff the above needs will still be met.

- Assessment of Risk**

A vital first step in the analysis is to identify and analyse the important risks and uncertainties relevant to the case, and to show how they compare under each option. This risk analysis should help inform the adjustments for optimism bias and identification of risk management and mitigation measures.

It is good practice to summarise the relevant information in a table, called a 'Risk Log' or 'Risk Register', which identifies each relevant risk and compares how it impacts upon each option.

For further guidance on completing this section please go to <http://eag.dfpni.gov.uk/steps/step6.htm>

Please use the table below to complete an assessment of the risks of each option.

Table 8.1: Risk Assessment

Risk	Impact of risk (H/M/L)	Likelihood of risk (H/M/L)				Mitigation measure
		SQ	Opt 1	Opt 2	Opt 3	
Cost to provide this service	L	L	H			Having an operating agreement in place is a savings of £46k+ per year compared to employing Council staff so this is low risk. Employing own staff is a high risk financially as higher cost to Council
Golf Course membership to drop and course not utilised	M	M	M			This is a risk whatever option we go for
Challenges of managing the appointed operator and/ or their staff who do not complying fully with Council policies etc	H	H	N/A			Clauses are included in contract agreement, training is provided by LCCC, the contract is managed effectively, regular evaluation/review, etc with provision for terminating if contract terms breached or if operator brings LCCC into disrepute
Overall Risk		M	H			

Key: H - high M - medium L - low NA – Not Applicable

- Preferred Option**

It is important to include a section which draws together the main findings and conclusions of the appraisal. Please use the table below to summarise the main results for each option.

Table 9.1: Summary of Results

Summary	Status Quo	Option 1	Option 2	Option 3
Total Capital Cost £				

Net Present Cost £				
Average Annual Net Recurrent Cost £	£40,189	£83,079		
Non-Monetary Benefits Ranking	++	++		
Risk Assessment	M	H		

Please explain in more detail the choice of preferred option and why it was chosen.

Recommendation

Status Quo

Contracting out has been working well for 36 years. On that basis, the proposal is the more cost-effective option which will also deliver a good service

- Improvement to the health & wellbeing of local residents using facility with no disruption to service
- Increased participation in Council led activities – With this service we will increase membership and casual use therefore increasing footfall
- Giving the ratepayer best value for money as employing LCCC staff will incur substantial higher costs

This is an overall low risk due to the only major risk was not being ran by LCCC staff trained in policies and procedures but managed well with LCCC Secretary Manager this problem will be reduced.

• **Displacement**

Displacement relates to the extent to which the proposed activity under this project will affect similar activity in another area, either in a positive or negative way. That is, will some other similar activity be replaced as a consequence of this project? Ideally, displacement should be minimized. This is particularly relevant for councils given the impending changes under RPA. Councils are encouraged to look beyond their current boundaries to ensure that their proposal will not be displacing activity elsewhere.

Is it likely that displacement could occur with this project?

Yes **No**

If yes, please give more details in the box below

• **Additionality**

Additionality refers to the net impact of the project over and above what would have happened if the project did not go ahead. In other words, it refers to the extent to which the project would

have gone ahead without public sector support. Additionality may be partial. For example, without assistance the project may have been carried out later, a smaller scale, lower standard of quality or carried out in a location of lower priority.

Would the project have gone ahead in any form, without public sector support?

Yes No

If yes, please give more details in the box below

- Financing of Preferred Option**

What percentage of this project is to be funded by the Department? 100%

The funding for running and management of the Golf Course is from revenue budgets.

If this is less than 100% please complete the table below.

Table 12.1: Financing

Funding Organisation	% funding	Funding secured. Yes/No	If no at what stage of negotiations are you at?
	100%		

- Management, Monitoring and Post Project Evaluation**

Business cases should explain the proposed management arrangements for the proposal. A brief statement of how the project will be managed should be provided e.g. formal reports, completion of timesheets, meetings.

Where another organisation is to be the managing authority, a statement of the project management capabilities of that organisation should be provided.

When Contract is awarded this value of Contract will be put into estimates. The budget will be managed by Local Facilities Area Manager and Golf Secretary Manager so it is kept within budget.

Appraisals should generally include a monitoring and evaluation plan. This should provide details of:

- **Who** will be responsible for monitoring and evaluation (the organisation, division, post, individual(s));
- **Who** needs to be consulted. This is important when you have a large number of stakeholders;

- **What** factors (e.g. costs, outputs, outcomes) will be monitored and evaluated, and **how** this will be done;
- **What** staff and other resources will be required;
- **When** evaluation will be undertaken (the intervals at which monitoring will occur, and the completion dates for evaluations); and
- **How** the results will be disseminated, including identification of the target audience.

The Golf Secretary Manager (Operational/Financial) and overall Local Facilities Area Manager/Business Manager (Financial) will be responsible for monitoring this contract. It will be evaluated via membership figures and income and customer satisfaction questionnaires

Evaluation will take monthly at budget meetings for income and quarterly for footfall/membership nos.

- **Equality**

Has this policy been screened and (depending on the screening outcome decision) consideration given to undertaking an Equality Impact Assessment (EQIA)?

Yes/No

'Yes'. Full equality impact assessment not required as no negative impacts identified for the proposal and an open procurement exercise will be undertaken

Note that policy in the context of Section 75 covers all the ways in which a public authority carries out or proposes to carry out its functions relating to NI. Policies include unwritten as well as written policies.

If further information or clarification is required please contact the Equality Officer.

Appendix C: -Financial Appraisal Pro-forma for Use on Projects with an Estimated Cost Between £30,000 & £100,000

The aim of the pro-forma is to provide an adequate record of the economic and financial factors that are considered in deciding whether or not an investment is worthwhile. For this reason the questions should be answered as comprehensively as possible. A checklist is included as Appendix C to ensure that the pro-forma has been completed to a satisfactory standard and supports the case to award grant assistance to the project.

The pro-forma follows the Treasury's 'Green Book'. It is not however a substitute for it.

General Information

- i) **Name of Project:** Indoor Golf Studio – Castlereagh Hills Golf Course
- ii) **Spending Department:** Leisure & Community Wellbeing
- iii) **If applicable, details of other project funders:**
- Own Funds:** Repairs & Renewals fund
- Government Departments:** _____
- Others:** _____
- iv) **Financial Appraisal prepared by:** Roy Skillen **Date:** 01.12.2022

1. Introduction and Need

Please provide a brief explanation of what the expenditure is for and why it is needed. What would the implications be if project/acquisition does not proceed?

The proposed project is to construct an indoor golf studio in Castlereagh Hills Golf Course which will have 2 x indoor bays to enable golfers to play / practice their golf before playing a round of golf and also during course closures and winter conditions. This will also allow the PGA Golf Professional to offer all year round coaching to all Golf and Vitality Plus members.

With the introduction this year of Vitality Plus membership, the expectation of members and member's families, is to have full use of Leisure facilities all year round and this would include golf. If golf is not available all year, members may feel they are not getting value for money from Vitality Plus.

Aberdelghy Golf Course is due to install a new driving range to facilitate all year round golf.

If we don't provide this service, we will have to continue hiring out other venues for Golf Coaching which is quite costly over the winter months.

Most golf clubs in Northern Ireland now have either driving ranges or indoor golf studios for their members so not having this could potentially make members leave.

The indoor facilities for coaching on site would assist efforts to attract new members, including underrepresented groups.

2. Objective and Constraints

Please state the objective of the project and indicate if there are any constraints to be considered.

The primary objective of this proposal is to offer all year round golf options for all members and visitors to Castlereagh Hills Golf Course. This project will also allow golf coaching to be better serviced all year round especially during the winter months and will help to retain membership and encourage new members at the facility.

Coaching will be provided to course members, visitors, community projects (C-Saw), Vitality and Vitality+ programmes.

The main constraint is The main constraint of this proposal are the costs of the structural works of the indoor studio bays. However, this cost will be recouped through revenue income received from the hire of the two bays over the next 4 years.

3. Options

Please identify if there are any alternative options and provide a brief explanation as to why these have not been considered further.

We could continue to not to offer any other golf playing options / facilities for members and visitors on the days when the course is closed due to inclement weather or during the winter months. This could lead to a loss of members as most golf clubs now provide all year round golf playing and coaching options.

This would therefore mean that we would have no coaching facility for the Golf Professional and we would need to continue hiring out another facility to deliver the golf coaching programmes. Taking our members to another facility is not convenient or ideal for the coaching program.

Another option is only to build one indoor teaching bay but this has been rejected as it is not worth the initial outlay to construct one bay, income would be halved and the facilities would be limited if the one bay was being used by the PGA Professional for lessons.

4. Monetary Costs and Benefits

Please state the monetary cost of the project/acquisition. A sentence should also be included to explain how this cost has been estimated e.g. previous experience. If there are any monetary benefits, these should be included here.

The cost of the project has been estimated by Construction Services Officers based on market research and historic data. The prices charged for the hire of the bays has been based on market research with similar indoor golf studios in Northern Ireland.

This project will not only make the facilities and course membership more attractive it will also improve membership retention and therefore protect membership income.

The income from the project will come from the hire of the indoor bays to the members, visitors and golf professional. The cost is anticipated to be £20 per hour. It is estimated the indoor bays could be hired for 4 hours each day (£80.00) x 7 days (£560.00) x 50 weeks (Total £28,000.00) and increasing the following year to 5 hours each day.

Council led activity schemes will be able to use this facility which will in turn keep expenditure and income within council sport facilities.

Outline the costs of the project over the next 3 years in the following table. Insert extra columns for additional years.

Preferred Option			
Costs and Benefits	Year 1	Year 2	Year 3
	2023-2024	2024-2025	2025-2026
Capital Costs			
Prefabricated structure including electrics	21,270.00	NIL	NIL
Internal fit out	29,000.00	NIL	NIL
Construction Costs	4440.00		
Total Capital Cost	54,710.00		-
Recurrent Costs			

Utility cost	0.00	1000.00	1000.00
Total Recurrent Cost	0.00	1000.00	1000.00
Total Cost (A)			
	54,710.00	NIL	NIL
Benefits			
Income			
Indoor Golf Bay Hire	0.00	28,000.00	35,000.00
Total Benefits (B)	0.00	28,000.00	35,000.00
Total Costs (A-B)*	54,710.00	(27,000.00)	(34,000.00)

5. Non-Monetary Costs and Benefits

Please briefly identify any non-monetary costs and benefits.

Castlereagh Hills Golf Course has been open for over 40 years and during this time has provided a facility for playing golf and delivery of golf lessons. In 1995 the original 9 hole course was extended to 18 holes along with a new Clubhouse and Restaurant facilities. An addition of an indoor golfing studio would be an added benefit to the club's facilities providing all year round golf. At present the Golf Lessons are given outdoors during the summer months however during the winter months we need to hire an external driving range to deliver the coaching.

A new Indoor Golf Studio will particularly benefit those members and visiting players who do not tend to play outdoors during the winter months, eg, older and disabled golfers.

Also, with a substantial increase in memberships at Castlereagh Hills, the requirement for this service is in more demand.

Another added benefit of providing all year round golf playing and golf lessons, is that it promotes health & wellbeing and encourages future membership and interest in the sport. A new on site Indoor Golf Studio will potentially enable the Council to target underrepresented groups through taster and coaching sessions.

LCCC will also organise beginner programmes to promote memberships along with golf summer programmes for the Summer in the City activities and also deliver lessons for C-Saw.

6. Risks

Please indicate if there are any notable risks associated with the project/acquisition.

There is no apparent risk involved apart from the overall cost. The small risk is that golfers don't use the indoor golf studio but feedback from golf members and the PGA Golf Professional would make this very unlikely.

There is a risk that the contractor delays the build of the project however the tender process will commit the contractor to terms and conditions.

7. Monitoring and Evaluation

Please identify who will be responsible for monitoring the project/asset. Also indicate how and when performance will be evaluated.

The project will be monitored by Construction Services Officers during the construction phase to ensure that the project is delivered on time, to cost and quality required.

The project will be evaluated against the requirements of the Contract Specification to ensure what has been asked for is provided and that the project is delivered on budget.

The ongoing day to day operation of the indoor golf studio will be run and maintained by the existing staff at Castlereagh Hills as part of their normal daily duties.

Monitoring use/take-up of the new facility will be the responsibility of the Secretary/Manager

8. Financing

Please indicate how the project/acquisition will be financed.

The project will be financed through Repairs & Renewal Provision 22/23 (£25,710.00) which will be carried over to 23/24 and 23/24 (£30,000.00). Cost recuperated by indoor bay rental over the next few years.

9. Equality

Has this policy been screened and (depending on the screening outcome decision) consideration given to undertaking an Equality Impact Assessment (EQIA)?

Yes, and no negative impacts on equality of opportunity identified for any group.

Note that policy in the context of Section 75 covers all the ways in which a public authority carries out or proposes to carry out its functions relating to NI. Policies include unwritten as well as written policies.

If further information or clarification is required please contact the Equality Officer.

Estimate Breakdown		
Category	Cost	Notes
Construction Costs / groundworks	£4,440.00	This will be done using R&R from 22/23 which will be carried over to 23/24
Prefabricated structure including electrics	£ 21,270.00	This will be done using R&R from 22/23 which will be carried over to 23/24
Fit out of indoor studio to include 2 x hitting bays	£29,000.00	This will be done using 23-24 year R&R
Total Construction Cost	£ 54,710.00	