



May 12th, 2022

To: Chairman

Councillor J Laverty, BEM

Vice-Chairman

Alderman M Henderson, MBE

Aldermen

J Dillon MBE, A Ewart MBE, O Gawith, A Grehan and P Porter

Councillors

R Carlin, S Carson, A Ewing, S Hughes, S Lowry, J McCarthy, U Mackin and The Hon N Trimble

Ex-Officio

The Right Worshipful The Mayor, Alderman S Martin

Deputy Mayor, Councillor T Mitchell

Notice of Meeting

A re-scheduled meeting of the **Corporate Services Committee** will be held on **Monday, 16th May 2022 at 6:00 pm** for the transaction of the undernoted Agenda.

Members are requested to attend..

A light buffet shall be available in the **Members' Suite** from 5.30 pm.

David Burns, Chief Executive, Lisburn & Castlereagh City Council

Agenda

1.0 APOLOGIES

2.0 DECLARATIONS OF MEMBERS' INTERESTS

(i) Conflict of Interest on any matter before the Meeting (Member to confirm the specific item).

(ii) Pecuniary and Non-Pecuniary Interest (Member to complete the Disclosure of Interest form).

📎 *Disclosure of Interests form.pdf*

Not included

3.0 REPORT OF HEAD OF CORPORATE COMMUNICATIONS & ADMINISTRATION

3.1 Lagan Valley Island - Building Illumination Request

📎 *CSC Report - Light Up May 2022.pdf*

Page 1

📎 *Letter re lighting up for Ukraine Lisburn and Castlereaghsr 25.4.22.pdf*

Page 5

📎 *An Dream Dearg Email April 2022 (002).PNG*

Page 6

3.2 National Police Memorial Day - 25th September 2022

📎 *CSC Report - National Police Memorial Day.pdf*

Page 7

3.3 Lisburn & Castlereagh Policing & Community Safety Partnership - Minutes of Meeting

📎 *CSC 11 05 2022 PCSP Minutes.pdf*

Page 10

📎 *PCSP 15 03 2022 Minute.pdf*

Page 13

3.4 Health Working Group

📎 *CSC Report - HWG.pdf*

Page 19

📎 *HWG 29 03 2022 Draft minute for adoption.pdf*

Page 22

4.0 REPORT OF HEAD OF FINANCE

4.1 Northern Ireland Local Government Association - Annual Subscription Fee 2022/2023

📎 *CSC Report - NILGA Subscription.pdf*

Page 31

4.2 Local Government Staff Commission - Update

CSC Report - Local Government Staff Commission May update.pdf

Page 37

Local Government Staff Commission letter - 27 April 2022.pdf

Page 39

5.0 CONFIDENTIAL REPORT FROM DIRECTOR OF FINANCE & CORPORATE SERVICES

5.1 Disposal of Land at Hillsborough Road, Lisburn

Confidential for reason of information (i) relating to any individual; (ii) which is likely to reveal the identity of an individual; (iii) relating to the financial or business affairs of any particular person (including the Council holding that information).

CSC Report - Disposal of Land at Hillsborough Road.pdf

Site Location Plan - HillsboroughRoadOpenSpaceLisburn.pdf

5.2 Drumlough Landfill Site - Closure Implementation

Confidential for reason of information (i) relating to any individual; (ii) which is likely to reveal the identity of an individual; (iii) relating to the financial or business affairs of any particular person (including the Council holding that information); (iv) which reveals that the Council proposes to make an order or direction under any statutory provision.

CSC Report - Drumlough Closure.pdf

Not included

Location Map - Drumlough Closure.pdf

Not included

Draft Correspondance Drumlough Closure.pdf

Not included

5.3 Request for Earmarked Reserves

Confidential for reason of information (i) relating to the financial or business affairs of any particular person (including the Council holding that information); (ii) related to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office bearers under, the Council.

CSC Report - Request to Earmark Reserves.pdf

Not included

5.4 Update on Judicial Review Proceedings

Confidential for reason of information (i) relating to the financial or business affairs of any particular person (including the Council holding that information); (ii) in relation to which a claim to legal

professional privilege could be maintained in legal proceedings.

📄 *CSC Report re JR Costs.pdf* **Not included**

📄 *Schedule of Judicial Reviews.pdf* **Not included**

5.5 Bradford Court

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

📄 *Confidential Report Bradford Court Annual Cost.pdf* **Not included**

📄 *Copy of Appendix 1 Bradford Court 2022.pdf* **Not included**

📄 *Copy of Appendix 2 Bradford Court Rent and Service Charge Income.pdf* **Not included**

📄 *Appendix 3 Bradford Court Maturity Loans.pdf* **Not included**

📄 *APPENDIX 4 Final DRAFT - Bradford Court GP Federation Heads of Terms.pdf* **Not included**

6.0 ANY OTHER BUSINESS



Corporate Services Committee

11th May 2022

Report from:

Head of Corporate Communications & Administration (Frances Byrne)

Item for Decision

TITLE:

Lagan Valley Island – Building Illumination Request

Background and Key Issues:

Support of Ukraine

1. A request was received by the Mayor's Office on the 25th February 2022 to light up Yellow & Blue on rotation to show solidarity and stand with the people of Ukraine. Exceptional circumstances were identified and agreed by Chair, Vice Chair and Mayor. The building was illuminated on Saturday 26th February 2022.
2. A letter was received from Ards and North Down Borough Council on 25th April 2022 advising that they have agreed to light up their buildings again, for the same purpose, on days where there are no other scheduled lighting up commitments. They requested that other Councils do the same. (Appendix 1)
3. This request does not meet the criteria of the Building Illuminations Policy which states:
 - There will be a maximum of 60 illuminations annually with no more than 6 in any one month.
 - The illumination will occur on the agreed date from dusk until dawn.
 - A notice period of 2 calendar months is required for all requests to enable full consideration through Council's governance procedures.
 - Requests received outside of this timeframe will be considered in exceptional circumstances only.

- One successful application per charity/cause will be permitted within any 12 month period for one day only.
4. Table 1 indicates the number of approved illuminations for June through to December 2022, based on existing bookings/illumination calendar.

Table 1

Month	Number of Illuminations	Cumulative Number
Jan - May inclusive	14	14
June	6	20
July	1	21
August	0	21
September	9	30
October	4	34
November	3	37
December	1	38

5. The estimated cost per illumination (utility costs) is £120 (which is based on £10 per hour).
6. For illustration purposes, if the building was lit on the available dates in June, this would equate to 24 additional days and £2880 additional costs. Total number of light ups by the end of June would be 54.
7. Feed-back from other Councils indicates that most have agreed to light the building once, as per original request, with any remaining Council's submitting the request for consideration by their Council.

Language Rights Campaign

1. A request was received on 21 April to light up red on or before 21st May in support of Language Rights Campaign Group An Dream Dearg. (Appendix 2)
2. This request does not meet the eligibility criteria set out in Building Illumination Policy as below:
 - The request was not received within 2 calendar months;
 - The request has not come from a registered charity, formally constituted/registered group or public body.

Recommendation:

It is recommended that Members:

- Decline the requested light ups as they do not meet the criteria set out in the Building Illumination Policy and no exceptional circumstances have been identified

Finance and Resource Implications:

Costs detailed in report, £120 per light up. The volume of additional light ups requested in support of Ukraine have not been included in the 2022/23 estimates for utility costs.

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

This request is in accordance with the Illumination Policy which was Equality Screened in March 2021

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 1: Ards and North Down Illumination request
Appendix 2: An Dream Dearg Illumination request

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

SR/AC/cd/CS8.3.2022/Item 11b

25 April 2022

Mr. David Burns
Chief Executive
Lisburn and Castlereagh City Council
Lagan Valley Island
Lisburn
BT27 4RL

Via email: david.burns@lisburncastlereagh.gov.uk

Dear David

I would advise you that Ards and North Down Borough Council recently agreed to continue to light up its buildings in support of and in solidarity with the people of Ukraine, where there are no other scheduled lighting up commitments, and that the Council writes to the other Council's calling upon them to do the same.

I would be grateful if you would present this request to your Council for its consideration.

Yours sincerely



Stephen Reid
Chief Executive

Johnny a chara,

Tá súil agam go bhfuil cúrsai go maith leat. Is mise Cuisle and I'm a member of campaign group An Dream Dearg. We are in the process of planning for our Lá Dearg which will be taking place on the 21st May 2022 and we are reaching out to local councils to show their support for both our campaign for language rights and indeed, for the Lá Dearg itself.

We received news yesterday that Belfast City Council passed a motion which would see the City Hall building lit up red in support of our campaign/march on the evening of Friday, 20th May 2022 and we would warmly welcome the opportunity for other councils to do the same. Therefore, I'm reaching out to you to see if it would be possible for you to submit an application/motion to have Antrim and Newtownabbey's building lit up red any time from now until the 20th May 2022 in support of our Lá Dearg/campaign? We have drafted a motion, should it be required. Please see below;

"This council supports the campaign for Irish language rights and the implementation of Irish language legislation.

"It is long overdue that our Irish language citizens and communities are recognised in law, as promised in many of our peace agreements.

"On Saturday, May 21, thousands will travel to Belfast City Hall to support the Dream Dearg campaign, including many from our own council area.

"We call on the council to support their campaign and also extend a huge ádh mór oraibh to the thousands who will travel to Belfast to represent local Irish language communities and schools at An Lá Dearg 2022.

"As an act of solidarity and support from the council, we will, on [INSERT DATE], illuminate the Lisburn and Castlereagh City Council building in red, symbolising the campaign for language rights."

Tá súil agam go gcluinfidh mé ar ais uait. If you have any questions, please drop me an e-mail!

Beir bua agus beannacht,

Cuisle

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-IT Helpdesk



Corporate Services Committee

11th May 2022

Report from:

Head of Corporate Communications & Administration (Frances Byrne)

Item for Decision

TITLE:

National Police Memorial Day
Sunday 25th September 2022 – 1.30 pm - Waterfront Hall, Belfast

Background and Key Issues:

1. National Police Memorial Day is a commemorative event held on an annual basis to show respect for fallen police officers.
2. It takes place in a different city in the United Kingdom each year.
3. Notification has been received from "National Police Memorial Day" that the 2022 event is being held in Belfast with a service in the Waterfront Hall on Sunday 25th September 2022 followed by a Civic reception at that venue. There will also be an opportunity for attendees to visit the RUC GC Garden at Knock, Belfast on Friday 23rd, Saturday 24th and the morning of the 25th September.
4. There are no fees for the events but admission to both is by ticket only. The registration process will generate tickets. Attendees will be required to present their ticket in order to gain admission to the events and they will also be required to present identification.
5. By way of information, Lagan Valley Island is scheduled to be illuminated to mark National Police Memorial Day on the 25 September 2022.

Recommendation:

1. It is recommended that attendance at National Police Memorial Day in Belfast on the 25th September 2022 be considered.
2. It is further recommended that the Council be responsible for the payment of any approved expenditure that may be incurred by any Member attending the events.

Finance and Resource Implications:

From approved budgets.

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

An equality and good relations screening has not been conducted on the basis that Council representation at such events is considered an integral part of the core function of the Council.

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

A Rural Needs Impact Assessment has not be conducted on the basis that Council representation at this event will not negatively impact rural needs.

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:

None.

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



Corporate Services Committee

11th May 2022

Report from:

Head of Corporate Communications & Administration (Frances Byrne)

Item for Noting

TITLE: Lisburn & Castlereagh City Council Policing & Community Safety Partnership Minutes of Meeting

Background and Key Issues:

1. The minutes of meetings of the Lisburn & Castlereagh City Council Policing & Community Safety Partnership are presented to the Corporate Services Committee for noting following their adoption by the PCSP.
2. The minutes of the following meeting of the Lisburn & Castlereagh PCSP are presented for noting:-

Private Meeting of the PCSP held on the 15th March 2022.

Recommendation:

1. It is recommended that the minutes of the PCSP meeting held on the 15th March 2022 are noted.

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?

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"/>
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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"/>
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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: 1. Minutes of Private Meeting held on the 15th March 2022

HAS IT BEEN SUBJECT TO CALL IN TO DATE? No

If Yes, please insert date:

PCSP 15 03 2022

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Meeting of the Policing and Community Safety Partnership held in the Council Chamber and via zoom on Tuesday 15th March, 2022 at 6.30pm****PRESENT IN THE CHAMBER:** Mr J Bentley**PRESENT IN A REMOTE LOCATION:** Councillor M Guy (Chairperson),
Alderman A Ewing
Councillor A Gowan
Councillor H Legge
Councillor J McCarthy
Councillor A McIntyre
Councillor S Skillen
Mr D McBurney
Mrs Y Craig
Ms A Landa
Mrs G Conroy
Mrs P Yellamaty**IN ATTENDANCE IN THE CHAMBER:** Lisburn & Castlereagh City Council
Acting PCSP/Member Services Manager
PCSP Support Officer (SA)
Member Services Officer (BF)Designated Organisations
Chief Inspector J Wilson, PSNI (in the Chamber)
Mr C Stitt, NIHE (via Zoom)
Mr J Crymble, Education Authority (via Zoom)**Commencement of the Meeting**

The Chairperson, Councillor M Guy, welcomed everyone to the meeting, which was being held via Zoom and in the Council Chamber.

1. Apologies

Apologies for non-attendance were received by Councillor R Carlin, Mrs J Harkness, Mr D Marley, Ms N Bradshaw, Ms A Twomey, Mr G Clifton, Superintendent J Mullan and Mr J Bingham.

2. Declaration of Conflicts of Interest

There were no declarations of interest.

3. Minutes

It was proposed by agreed by Mr D McBurney, seconded by Mrs Y Craig, and agreed that the minutes of the following meetings be confirmed and signed:

- the minutes of the PCSP meeting held on 16th December 2021;
- the minutes of the Policing Committee meeting held on 15th February 2022;
- the minutes of the Special Private meeting of the PCSP held on 15th February 2022.

4. Update from Statutory Partners

The following representatives from statutory organisations provided updates on the work of their respective organisations with regards to community safety priorities:

Update from Chief Inspector J Wilson, PSNI

Chief Inspector Wilson reported that currently crime across Lisburn & Castlereagh City had risen by approx. 6.6%, which equated to an additional 380 crimes, whilst crime clearance had reduced by approx. 2.6% to just over 29%. The Partnership was advised also that:

- Drug related crime - officers across the District had undertaken a surge operation under the 'Op Dealbreaker' heading, which had resulted in a number of searches being carried out. Two recent searches had resulted in the seizure of approximately 4kg of cannabis and 0.5Kg of suspected Class A Drugs;
- Burglaries had increased by seven incidents, a rise of 3.2%. Two hotspots within the Lisburn & Castlereagh areas had been identified and were the focus of increased patrolling.
- Antisocial behaviour had reduced by approximately 26%, although hotspots were emerging in Lisburn City Centre, Moira Demesne and in the Dundonald area. In addition to Police patrolling, partnership working was carried out to address these issues. NPT officers had been working an alternative shift rota due to the emergence of the Omicron variant, however, they had reverted to their normal shift pattern and this should allow them to engage on key issues with partners;
- Regarding ongoing initiatives, Chief Inspector Wilson updated members on three projects within the Castlereagh area, i.e., Fresh Start through Sport, Young Person's Diversionary Program and an Empowering Women Program;
- On domestic violence, a member from Assist NI continued to work within Lisburn station and there was work is ongoing to support victims of crime; and
- Road Safety – in the past month, NPT officers had engaged with five schools at both primary and secondary level providing road safety talks for pupils.

Update from Mr J Crymble, Education Authority

Mr Crymble reported that a Youth Council consultation exercise had taken place at the Dundonald International Ice Bowl on 31st January, which had been attended by several Elected Members and the Chief Executive of Lisburn and Castlereagh City Council. The meeting had considered the PCSP Action Plan and Mr Crymble reported that the members of the Youth Council had engaged meaningfully with the Council Members on their vision for the district. He added that the Youth Council would be attending a future PCSP public meeting and a full meeting of the Council as part of ongoing engagement work.

Update from Mr C Stitt, NIHE

Mr Stitt reported that the Housing Executive continued to engage with tenants and encourage them to report incidents of antisocial behaviour. He pointed out that there had been a drop in the number of incidents reported during March, with four cases being brought to the Housing Executive's attention, while there had been 58 cases since the start of the year. He added that formal meetings between the Housing Executive and the PSNI had recommenced recently to consider and address issues of antisocial behaviour.

5. Report of the Acting PCSP/Member Services Manager

5.1 Northern Ireland Ambulance Service – Body Worn Video Consultation

The Acting PCSP/Member Services Manager reported that the Northern Ireland Ambulance Service (NIAS) had launched a consultation exercise regarding the use of body worn video cameras by staff for violence prevention and reduction purposes. The Partnership was informed that the initial consultation exercise sought to consider the principle that staff should be issued with such equipment, with a further consultation exercise being undertaken later in the year to consider a range of factors, such as the deployment of, and the governance for, the use of body worn video cameras.

The Acting PCSP/Member Services Manager indicated that the response, a copy of which had been circulated previously, was supportive, in principle, of the use of body worn video cameras to address escalating levels of violence against NIAS staff. Given the limited timescale for the submission of responses, the Partnership was requested to give retrospective approval to the response, which had been drafted after consultation with Independent Member, Mrs Y Craig, given her membership of the Partnership as a Clinical Support Officer with NIAS.

It was moved by Councillor S Skillen, seconded by Mrs Y Craig, and agreed that the Partnership grant retrospective approval to the response as submitted.

5.2 Department of Justice Consultation on Domestic and Sexual Abuse Strategy

The Acting PCSP/Member Services Manager outlined the main aspects of a response which had been drafted in response to the above-mentioned consultation exercise, copies of which had been circulated to Members in advance of the meeting. She indicated that the consultation exercise sought to inform the development of two new strategies, which were:

- A Domestic and Sexual Abuse Strategy, led jointly by the Department of Health and the Department of Justice; and
- An Equally Safe Strategy - a Strategy to tackle Violence against Women and Girls - led by the Executive Office.

In considering the draft response, Members suggested that it might be amended to reflect that any new strategy should emphasise the need to address the issue

of serial offending and that additional safeguards could be identified through joint working between the Prison Service and the Probation Board. In addition, enhanced care and protection arrangements for children affected by domestic and sexual violence should be addressed as a priority within any new strategy.

After discussion, it was proposed by Councillor H Legge, seconded by Councillor S Skillen, and agreed that Partnership endorse the response as presented. It was noted that further comments and suggestions could be submitted to the Acting PCSP Manager to consider, in consultation with the Chairperson, Councillor M Guy, not later than 18th March, prior to the document's onward submission.

5.3 Northern Ireland Fire & Rescue Service (NIFRS) Consultation on Realignment of District Structures to those of Local Government Authorities

The Partnership was informed that NIFRS was undertaking a consultation exercise on the realignment of their district structures to reflect those of local government authorities, submissions to which would close on 28th March 2022.

The Acting PCSP/Member Services Manager explained that such a realignment would ensure that each Council had a single dedicated point of contact and would ensure also that NIFRS would be fully involved in the development and implementation of local Community Risk Management Plans. Such a realignment would allow also for NIFRS to enhance collaboration at a local level, better identify those most at risk and work more effectively in partnership to enhance public safety, whilst signposting to the most appropriate support available.

The Partnership agreed that the Acting PCSP Manager be authorised to liaise with the NIFRS representative on the Partnership, Mr G Clifton, in consultation with the Chairperson, to co-ordinate a response to the consultation on its behalf. It was noted that the response will be submitted for notation purposes at the Partnership's next private meeting.

5.2 Project Support Programme – Proposed Timescale

It was proposed by Councillor A McIntyre, seconded by Mrs Y Craig, and agreed that the Partnership approve the timescale for the Project Support Programme, which would be launched on 25th April, and which would close for submissions on 27th May. It was noted that the estimated fund for the programme would be £40,000.

5.3 PCSP Meeting Dates and Venues for 2022/23

The Partnership agreed to meet at the locations outlined on the following dates during 2022/23:

Thursday 22.04.22	Private Meeting – moved to Thursday as Tuesday is a Bank Holiday	LVI/Zoom
Tuesday 17.05.22	PCSP Themed Public Meeting at 7.00pm	Lisburn Rural
Tuesday 21.06.22	PCSP Special Private Meeting at 6.15pm & Policing Committee 12 Month Monitoring Meeting in Public at 7.00pm	Castlereagh

PCSP 15 03 2022

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Tuesday 16.08.22	Policing Committee 3 Month Monitoring Meeting in Private at 6.30pm	LVI
Tuesday 20.09.22	Private Meeting at 6.30pm	LVI
Tuesday 18.10.22	PCSP Themed Public Meeting at 7.00pm	Castlereagh
Tuesday 15.11.22	Policing Committee 6 Month Monitoring Meeting in Private at 6.30pm	LVI
Tuesday 20.12.22	Private Meeting at 6.30pm	LVI
Tuesday 17.01.23	Private Meeting at 6.30pm	LVI
Tuesday 21.02.23	Policing Committee 9 Month Monitoring Meeting in Private at 6:30pm	LVI
Tuesday 21.03.23	PCSP Themed Public Meeting at 7:00pm	Lisburn

5.4 Police Property Fund

The Partnership noted that the Police Property Fund was currently open for applications for projects between £1,000 and £10,000, with a closing date for submissions of 12.00 noon on 12th May 2022.

5.5 Applications for Funding under £500

It was proposed by Councillor A Ewing, seconded by Mrs G Conroy, and agreed that the Partnership approve the following funding applications for projects under £500:

Group	Project	Amount
PSNI	Engagement event for PSNI Rural NPT Officers and CPO to attend at Hillsborough Village Centre on the 26 March 2022 to celebrate the royal status being awarded to Hillsborough	£321.12
PSNI	Provide funding for PSNI CPO to attend the Dub-Shed event at Balmoral Park	£368.50
Maghaberry Community Association	Provide funding to address the fear of crime of females	£300.00

(Councillor A Gowan left the meeting at 7:00pm)

5.6 Graffiti Bus Project

The PCSP Support Officer (SA) reported that, in partnership with the Council's Environmental Health Department, an initiative would be undertaken with the Probation Board Northern Ireland (PBNI) using their 'Graffiti Bus' to remove graffiti in some of the worse affected areas within the Four Winds and Newtownbreda areas. He reported that the work would be undertaken by young offenders as part of their community service, on dates as yet to be confirmed. He added that, should the pilot project be deemed successful, that, subject to PBNI agreement, there

may be a possibility that the project be extended to other sites within the Council area.

After discussion, during which the Chairperson thanked the PCSP Support Officer for the work he had carried out in this regard, the Partnership noted the information provided.

6.0 Any Other Business

6.1 Crimestoppers NI

The Partnership noted that an invitation had been circulated from Crimestoppers NI for Members to attend a virtual event on Wednesday, 23rd March, to view the launch of new videos on a range of crime prevention initiatives.

6.2 Grand Choice

The Acting PCSP/Member Services Manager reminded the Partnership that the Grand Choice Participatory Budgeting initiative for the Downshire West Council Area was due to close on 20th March, and she gave an overview on how applications for support could be submitted.

There being no further business, the meeting ended at 7.06 pm.

Chairperson



Corporate Services Committee

11th May 2022

Report from:

Head of Corporate Communications & Administration (Frances Byrne)

Item for Decision

TITLE: Health Working Group
Report of Meeting held on 29th March 2022

Background and Key Issues:

1. A meeting of the Health Working Group took place on the 29th March 2022.
2. The report of the meeting is presented for adoption.
3. The business of the meeting related primarily to consideration of the South Eastern Health & Social Care Trust's consultation document in regard to Urgent & Emergency Care at the Lagan Valley Hospital, so the decisions in that regard have been progressed.
4. A meeting of the Health Working Group shall be held on the 31st May 2022 at 6.00 pm so that a progress report on the consultation document might be received from the SE Trust. The opportunity will also be taken to obtain the usual progress reports from both the SE Trust and also the Belfast Health & Social Care Trust.

- Members are also reminded that a confidential briefing by the SE Trust in relation to the Maternity facility at the Lagan Valley Hospital was provided to Members on the 25th April 2022.

Recommendation:

- It is recommended that the report of the meeting of the Health Working Group held on the 29th March 2022 be adopted.
- It is further recommended that Members note that a briefing by the SE Trust in relation to the maternity facility at the Lagan Valley Hospital took place on the 25th April 2022.
- It is also recommended that Members note that a meeting of the Health Working Group to which all Members of Council are invited shall be held on the 31st May 2022.

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:

- 1. Report of meeting of Health Working Group held on 29th March 2022.**

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

LISBURN & CASTLEREAGH CITY COUNCIL**Report of Meeting of the Health Working Group held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Tuesday 29th March 2022 at 6.00 pm****PRESENT IN COUNCIL CHAMBER:**

Councillor J Lavery BEM (Chairman)

Councillor H Legge

PRESENT IN A REMOTE LOCATION

Councillors S Eastwood, J McCarthy and G McCleave

OTHER MEMBERS OF COUNCIL PRESENT IN CHAMBER

Aldermen J Dillon and J Tinsley

Councillors U Mackin, Jenny Palmer and A Swan

OTHER MEMBERS OF COUNCIL PRESENT IN A REMOTE LOCATION

Aldermen D Drysdale and P Porter

Councillors J Craig, A Ewing, A Givan, A Gowan, S Lowry, John Palmer and S Skillen

IN ATTENDANCE:Lisburn & Castlereagh City CouncilDirector of Leisure & Community Wellbeing
Community Planning Manager (Remote)
Member Services Officers (RN & PS)South Eastern Health & Social Care Trust (all remote)Ms Roisin Coulter – Chief Executive
Mr Rob Barclay - Consultant, Emergency Department
Mr Andrew Dobbin – Consultant, Emergency Department
Ms Naomi Dunbar – Interim Director, Planning
Performance & Informatics
Mr Charlie Martyn - Medical Director
Dr David Robinson – Director of Hospital Services

The Chairman, Councillor J Lavery, welcomed those present to the Meeting, in particular those non-Members of the Working Group who were in attendance. An invitation had been extended to all Members of Council to be present as the subject matter of the meeting was of interest to all Members.

The names of those Elected Members who were in attendance at the meeting, both in person and on a remote basis, were read out by the Member Services Officer.

The Chairman stated that unauthorised recording was not permitted, as per 8.5 of the Council's Standing Orders. The Chairman also reminded everyone to ensure that mobile phones were turned off or on silent mode for the duration of the meeting. The Director of Leisure & Community Wellbeing outlined the evacuation procedures in the case of an emergency. Finally the Chairman asked that any Member entering or leaving the meeting alert the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

Alderman P Porter joined the meeting remotely at 6.04 pm.

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful The Mayor, Alderman S Martin; the Deputy Mayor, Councillor T Mitchell; Alderman J Baird, Councillors N Anderson and R McLernon, the Chief Executive, the Director of Finance & Corporate Services and the Head of Corporate Communications & Administration.

The Chairman extended best wishes for a speedy recovery to Mrs Frances Byrne, the Head of Corporate Communications & Administration, who was absent due to illness.

Councillor A Ewing joined the meeting remotely. (6.07 pm)

2. Declarations of Interest

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

No declarations were made.

3. South Eastern Health & Social Care Trust "Public Consultation on the Temporary Changes to Urgent and Emergency Care Services at Lagan Valley Hospital, Lisburn" (Closing date: 22nd April 2022)

3.1 Presentation by SE Trust

The meeting of the Health Working Group had been convened in order to receive South Eastern Health & Social Care Trust officials in regard to the Trust's consultation document on the subject of Urgent and Emergency Care at the Lagan Valley Hospital (LVH).

3.1 Presentation by SE Trust (Continued)

The Chairman, Councillor J Lavery, extended a welcome to the officials from the SE Trust and thanked them for taking time out from their busy schedules to attend the meeting. Ms Roisin Coulter, Chief Executive, thanked the Chairman and apologised that the officials who had intended being present in the Chamber had been called to an urgent meeting that afternoon, the proceedings of which having just concluded.

With the aid of the shared screen function, the officials made a PowerPoint presentation on the consultation document and outlined the current situation as to how the Phone First scheme was progressing, together with its impact on the Emergency Department. The presentation focussed on the following:-

1. The services provided at LVH including the Emergency Department.
2. The fundamental changes at the LVH Emergency Department, ie
 - a. Reduction in opening hours;
 - b. Implementation of the "Phone First" model;
 - c. Proposal to temporarily rename the LVH Emergency Department as an "Urgent Care Centre" to better reflect the services delivered at present.
3. The reasons as to why the opening hours had to be introduced.
4. The manner by which the Emergency Department will meet patient needs by Phone First.
5. The monitoring of the changes to the Emergency Department.
6. The outcomes from calls received by Phone First.
7. Patient satisfaction since the introduction of Phone First.
8. Waiting time performance.
9. Medical staffing including the ability for shifts to be covered.
10. Assessment of potential impact, ie Section 75 Equality Screening and Rural Needs Impact Assessment.
11. How to give feedback.
12. Time-table of consultation:-

22nd April 2022 – Consultation closes

29th June 2022 – Final consultation report tabled for approval at Trust Board meeting

30th June 2022 – Consultation feedback report published on Trust website.

The officials stated that the changes to the Emergency Department had resulted in a lot of positive outcomes, ie positive feedback from service users; reduced patient waiting times; patients being directed to the most appropriate place first time, rather than valuable time being wasted by both patient and medical staff; improved ability for medical shifts to be covered.

3.1 Presentation by SE Trust (Continued)

The Chief Executive advised that the Department of Health (NI) had launched a consultation on the 16th March 2022 entitled "Review of Urgent & Emergency Care Services in NI". The Chief Executive considered that the LVH model could play a leading role in the provision of urgent and emergency care by small hospital sites.

The Chief Executive asked Members to bear in mind that admission numbers to LVH are being maintained; there have been no complaints about Phone First, indeed patient satisfaction for it is high; patients appreciate being directed to medical teams without unnecessary time wasting. In summary Phone First at LVH is working effectively and is a good model for the Department to observe as one that works for a smaller hospital site. Phone first is a good model going forward for the LVH Emergency Department. The hospital will continue to provide a range of core medical services including medical beds, urgent care, and regional day surgery services and will be co-located with the new Lisburn Primary & Community Care Centre due to open in the Autumn of 2022.

In regards to the clinical disciplines, it was stressed that Trust administrators must listen to the clinical advice of their senior medical teams.

The Chief Executive outlined the nature of consultation that had taken place on the changes to the LVH Emergency Department, both with the public and medics such as GPs.

There are plans to consult on a Phone First scheme for the Downe Hospital.

3.2 Issues raised and responded to by Trust

3.2.1 Consultation document on Urgent & Emergency Care at LVH

In regards to the actual consultation document, the following points and issues were raised by Members. The officials took note of them and responded accordingly.

1. Any Members who had had personal experience of the Phone First scheme or who knew of people who had used it, offered highly positive comments about it.
2. The acknowledgement by Trust officials that the LVH Emergency Department could no longer sustain the use of the term "Accident & Emergency Unit" was welcomed and that its new definition as an "Urgent Care Centre" was more reflective of the services on offer was also acknowledged. As an Urgent Care Centre, Members' comments supported the Trust's opinion that it was working effectively but it still could not be termed anything like an Emergency Unit.

3.2 Issues raised and responded to by Trust (Continued)

3.2.1 Consultation document on Urgent & Emergency Care at LVH (Continued)

3. The comment was offered that surely a reduction in hours could be deemed a reduction in service. The Trust officials replied that the actual waiting times by patients in the hospital setting were definitely reduced. However there are many reasons why patients could still claim to be “waiting to be seen”, eg the appointment/appointments offered perhaps do not suit them; the patient may only be available to attend on a particular day; the patient may opt for an appointment that could be a few days away.
4. Given that financial resources were not an issue, the reasons for a lack of medical staffing in the LVH Emergency Department were considered debateable and, consequently, the decision to reduce the Emergency Department to one of Urgent Care. The Trust officials responded that there is a national shortage of doctors. As many doctors are recruited via agencies, they are not subject to the same notice periods as doctors recruited via the Trust so uncovered shifts can happen very suddenly. (Agency notice periods could be as little as three days.)
5. It was acknowledged that the drain on medical staff and the long hours they had been working in the LVH Emergency Department could not be sustained and that the measures that had been put in place did appear to be necessary to protect patient and staff safety.
6. One member expressed concern that the Phone First model had been put in place prior to a consultation exercise having taken place. The Trust officials responded that the Consultation Guidance 2019 allows emergency decisions to be taken regarding changing a service when there is a risk to patient safety. Consultation processes should then be followed thereafter as was the case regarding this matter.
7. The question was asked if the officials were aware of instances where patients sought to achieve contact with their GP via Phone First. The Chief Executive stated that this information was not monitored and that she was responsible for the GP out-of-hours service but not for GP practices.
8. Patient safety has to be of paramount importance in decisions that are taken in regards to medical care.
9. The importance of consultation with carers of children/adults with special needs was stressed.
10. The importance of consultation with GPs was stressed.

3.2 Issues raised and responded to by Trust (Continued)

3.2.1 Consultation document on Urgent & Emergency Care at LVH (Continued)

11. The fact that the NI Ambulance Service was supportive of the Phone First scheme was welcomed.
12. Members asked that the Trust's presentation be made available to all Members. The Trust officials agreed that the presentation could be circulated.
13. The Chairman asked that the Trust meet with the Health Working Group prior to the Council's AGM on the 7th June 2022 so that the findings of the consultation might be shared. The Chief Executive agreed to such a meeting when the information received by the date of the meeting could be shared.
14. The Chief Executive stated that – going by other consultations – she would expect little feedback in writing from the general public. Most feedback was by sessions such as this. The Trust would be noting the comments made by the Members and would be pulling those comments together in the Consultation Feedback Report that they would be preparing.

3.2.2 General issues related to the Lagan Valley Hospital

A number of general comments were made in relation to the Lagan Valley Hospital, ie:-

1. The hope was expressed that LVH was working to its full potential. Trust officials confirmed that the Ulster, Downe and LVH hospitals were “open and full”.
2. On occasions there are empty beds - is this because they are being retained so as to relieve pressure on the Royal Victoria and Ulster Hospitals? On other occasions, there are no beds available and patients are being directed to the Royal Victoria and Ulster Hospitals. Trust responded that some beds had been closed due to the pandemic.
3. In regard to vehicular egress from the LVH site, the Chief Executive advised that discussions were ongoing with DFI Roads Service in this regard. She thanked the Council and its Chief Executive for the assistance provided in endeavouring to resolve the issues of vehicular egress from the site and for making Council facilities available for parking during construction of the Lisburn PCCC facility.

3.2.2 General issues related to the Lagan Valley Hospital (Continued)

4. With regard to Dermatology services, the Trust officials advised that there were outpatient clinics and a minor ops facility at LVH for Dermatology patients.
5. Waiting lists were in existence pre-Covid but there was doubt that Covid had exacerbated them.
6. Covid is still present and continues to present challenges for the hospitals within the Trust.
7. Stroke patients are directed straight to Belfast hospitals, in particular the Royal Victoria Hospital.

During the course of the question and answer session, the following Members joined the meeting remotely:-

Councillor A Gowan at 6.43 pm;
Councillor S Skillen at 6.57 pm.

During the course of the question and answer session, the following Members left the meeting:-

Councillor John Palmer at 6.46 pm;
Alderman J Tinsley at 6.55 pm;
Councillor A Swan at 7.05 pm;
Councillor J Craig at 7.16 pm;
Councillor A Givan at 7.16 pm;
Alderman J Dillon at 7.32 pm;
Alderman P Porter at 7.35 pm;
Councillor U Mackin at 7.42 pm.

The Chairman, Councillor Laverty, thanked the officials from the SE Trust for their attendance and for giving of their valuable time to attend the meeting. Councillor Laverty stressed how much the Council acknowledged the work of the Health Service especially at this time of pandemic.

The Chief Executive stated that the relationship with the Council was of utmost importance and she was very grateful for the extremely positive way in which it worked. The Chief Executive placed on record her thanks to Charlie Martyn (Medical Director) and to Rob Barclay and Andrew Dobbin (Consultants in the Emergency Department). The Chief Executive stated that - had it not been for these gentlemen - the Emergency Department in the LVH could have collapsed completely.

The SE Trust officials left the meeting at 7.50 pm.
Councillor S Lowry left the meeting at 7.50 pm.

3.3 Council response

The Chairman reminded Members that a draft response to the consultation based on Members' comments and views, expressed both at the meeting and already provided to Member Services, would be presented to the Corporate Services Committee on the 13th April 2022 for finalisation, agreement and submission to the SE Trust by the stipulated closing date of the 22nd April 2022. Delegated authority for the Corporate Services Committee to approve this response had been obtained at full Council on the 22nd March 2022 to enable the deadline to be met.

The opportunity is also available for individual and political party responses to be made.

3.4 IT facilities for Members to submit individual responses

Councillor Jenny Palmer stated that she appreciated the initial e-mail and reminder that the Acting PCSP/Member Services Manager had issued in regard to sourcing Members' comments on the consultation.

Councillor Palmer expressed concern that her IT provision (iPad) did not allow her to annotate comments into the consultation document. The Chairman advised that this matter had previously been raised.

The Director of Leisure & Community Wellbeing undertook to convey these comments to relevant officers to see if the IT provision could be enhanced to address this problem.

4. "Community of Lifesavers" Councillor S Eastwood

Councillor S Eastwood referred to the Council project known as "Community of Lifesavers". This project creates networks of people who have basic first response skills. An information day had been held the previous week at Lagan Valley Island.

Councillor Eastwood considered that – given the pressures on Emergency Departments in all hospitals – it was important that this project should be built upon so that the skills of anyone trained in first response could be utilised.

In particular, Councillor Eastwood stressed the importance of Stroke awareness promotion and the provision of defibrillators in easily accessible locations.

The Community Planning Manager noted the above comments for appropriate action.

5. Conclusion of Meeting

There being no further business, the meeting concluded at 7.59 pm.

LOUISE MOORE

Director of Leisure & Community Wellbeing

31st March 2022



Corporate Services Committee

11th May 2022

Report from:

Joanne Hewitt, Head of Finance

Local Government Act (Northern Ireland) 2014
Schedule 6 - Access to Information: Exemption Information

N/A

When will the report become unrestricted:

Specify when
report will
become available

N/A

Redacted
report
available

N/A

Never

N/A

Item for Noting

TITLE:

Northern Ireland Local Government Association Annual Subscription fees
2022/2023

Background and Key Issues:

1. The Council has received a letter dated 21st April 2022 from the Northern Ireland Local Government Association (NILGA) regarding its continued work areas and the key areas of focus for the 2022/2023 financial year.
2. Notification of the Council's calculated subscription for 2022/2023 is also detailed.
3. Lisburn and Castlereagh City Council's service level fee for the year 2022/23 is £52,540, which is the same as the budget approved as part of the estimates process.
4. This represents an increase of 2.5%, which equates to £1,281 on the 2021/2022 subscription.

Recommendation:

It is recommended that:-

The Council's subscription to NILGA for 2022/2023 be noted as £52,540 (excluding VAT) and be paid through the Council's weekly payment run.

Finance and Resource Implications:

From within agreed budgets

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

Not applicable.

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	
--	----	---	----	--

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

Not applicable.

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:

Letter from Chief Executive of Northern Ireland Local Government Association

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Mr David Burns
 Chief Executive
 Lisburn & Castlereagh City Council
 Lagan Valley Island,
 The Island
 LISBURN
 BT27 4RL

21st April 2022

Dear David,

Since taking up my role on 1 February 2022, I have been very aware how important it is now, more than ever, that local government in Northern Ireland has a strong and unified voice as we seek to influence both regionally and nationally and advocate for our current and future needs.

Collaboration across the eleven individual councils in Northern Ireland is the key to delivering that strong and unified voice. NILGA is committed to playing its part as a regional political voice of local government in Northern Ireland, in a way that adds value to the roles and responsibilities of each autonomous council and the existing cross council partnership working arrangements.

The NILGA Corporate Plan 2019-2023 and the NI Local Government Vision 2021-2023 (available here [Resources | NILGA](#)) identify the key corporate and sectoral priorities for the current electoral mandate. NILGA continues its work in these areas, specifically:

- **Advocacy & Lobbying:** representing the regional political voice of local government in Northern Ireland, across the rest of the UK and Ireland and in Europe in partnership with each council, SOLACE and other local government associations
- **Economy:** Regeneration, Levelling Up, High Streets Task Force, Rural Development, Recovery & Labour Market issues
- **Elected Member Development:** Digital delivery, learning and development needs and LGTG review
- **Place Shaping & Infrastructure:** Review of the Planning Act, Local Roads, proposed Infrastructure Commission, advocating for LDP progress
- **Reform:** Councils and the new Programme for Government, a strong, post Covid Vision and development framework for councils ahead of our elections, new powers, resources and protection of councils
- **Well Being:** Community Planning Review, Biodiversity, COP26 and Resource Efficiency

As I look to the future, I am conscious of the opportunity to refocus our efforts as we move towards the May 2023 council elections and beyond, taking into account the learning from our work as a sector during the COVID-19 pandemic. This is informed by my ongoing discussions with NILGA Members, other Elected Members and the Chief Executive of each council as to the opportunities and challenges ahead of us.

Northern Ireland Local Government Association

Bradford Court, Upper Galwally, Castlereagh, BT8 6RB

Tel: 028 9079 8972 email: office@nilga.org web: www.nilga.org twitter: @NI_LGA

Key areas of focus for NILGA in 2022/23 will be:

- **Advocacy & Lobbying:** enhancing our representation of the regional political voice of local government in Northern Ireland, with a more focused policy agenda aligned to the top priorities of the sector. This will be supported by a co-ordinated approach to advocacy and lobbying led by Elected Members, but visibly supported by council officers and subject matter experts.
- **Partnership Panel:** developing the work of the Partnership Panel in collaboration with the Department for Communities and supported by SOLACE to ensure the Panel meets the needs of all partners. Specifically, this will include the development of an annual work plan aligned to the most pressing regional strategic issues affecting local government, reviewing the Terms of Reference to ensure the Panel is fit for the future, working more closely with SOLACE in preparing the local government side and improving the accountability arrangements for the benefit of all.
- **Refocused Policy Priorities:** taking the opportunity to streamline our policy work informed by the priorities of each council as well as the regional priorities of the sector. This will include much more proactive policy activity working with the NILGA Networks and council officers to scope, explore and agree (where possible) the positions of local government. Examples of this working well already are the work on the High Streets Task Force and Mobile Action Plan. This will enable us to be a strong and unified voice lobbying on and co-designing regional and national policy at the very early stages, rather than responding to already developed consultation exercises.
- **Elected Member Development:** enhancing our existing work by working closely with individual councils and the Local Government Training Group to ensure added value and Elected Membership ownership of their future development needs. Additionally, working with the existing Elected Member leadership in NILGA to capture their experiences of their roles and working with political parties to use those experiences in preparing for roles/responsibilities in the new mandate. This work will include exploring barriers to and diversity in elected office.
- **Sectoral PR and Communications:** delivering a more focused approach to PR and communications. This will be achieved by profiling the policy priorities of local government in Northern Ireland as well as the vital role of local government in place shaping and delivering key public services and in a way that adds value to the work of individual councils. Key opportunities include a revised “Councils Make It Happen” campaign in advance of the May 2023 elections, the local government conference in February 2023 in partnership with SOLACE and the local government awards which recognise the valued contributions of staff.
- **Planning for the Future:** taking the opportunity to work with both Elected Members and staff within NILGA to ensure the organisation is fit for its future role, including a review of NILGA’s constitution. This will also include commencing a new NILGA corporate planning cycle in advance of the 2023-2027 local government mandate and delivering a revised corporate plan inclusive of the needs of each of the individual councils in Northern Ireland as well as the sector regionally.

Northern Ireland Local Government Association

Bradford Court, Upper Galwally, Castlereagh, BT8 6RB

Tel: 028 9079 8972 email: office@nilga.org web: www.nilga.org twitter: @NI_LGA

To enable the continued delivery of NILGA work, the annual core subscription for your council for 2022/2023 is £52,540, an invoice is attached. You will notice a small increase in the subscription of 2.5% to accommodate the inflationary and pay award pressures we are all facing at present.

On behalf of NILGA, I want to place on record my thanks for the contribution of the NILGA Members from your council, Ald Jim Dillon MBE, Ald David Drysdale, Ald Allan Ewart, Cllr Sharon Lowry, Ald Michael Henderson MBE, Cllr Uel Mackin, Ald Stephen Martin, Cllr Jenny Palmer, and the Officers from your council that so willingly give of their time in supporting the work of NILGA.

In my role as a new Chief Executive, I look forward to continuing the close relationship with both the political and corporate leadership in your council to shape NILGA's regional political leadership role in a way that adds value for the sector and please let me know if there is anything that I can do to assist you, your Members or your wider corporate team.

Yours sincerely



Alison Allen
Chief Executive

Enc

Northern Ireland Local Government Association

Bradford Court, Upper Galwally, Castlereagh, BT8 6RB

Tel: 028 9079 8972 email: office@nilga.org web: www.nilga.org twitter: @NI_LGA



Corporate Services Committee

11th May 2022

Report from:

Joanne Hewitt, Head of Finance

Item for Decision

TITLE: Local Government Staff Commission contribution for 2022/2023

Background and Key Issues:

1. Please see attached correspondence from the Local Government Staff Commission dated 27th April 2022 in response to the Council's letter regarding the 2022/2023 contribution.

Recommendation:

It is recommended that:-

Members consider the correspondence and the approval of the payment of £31,359 (excluding VAT) for the 2022/2023 financial year.

Finance and Resource Implications:

From within existing budget and overspend to be managed in year where possible.

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

Not applicable.

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	
--	----	---	----	--

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

Not applicable.

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: Local Government Staff Commission letter of 27 April 2022.

HAS IT BEEN SUBJECT TO CALL IN TO DATE? No

If Yes, please insert date:



THE LOCAL GOVERNMENT STAFF COMMISSION FOR NORTHERN IRELAND
Commission House, 18-22 Gordon Street, Belfast BT1 2LG Telephone: (028) 9031 3200
E.mail: info@lgsc.org.uk Website: www.lgsc.org.uk

39

HH/VD

27 April 2022

By Email

Ms Cara McCrory
Director of Finance & Corporate Services
Lisburn and Castlereagh City Council
Civic Headquarters
Lagan Valley Island
Lisburn BT27 4RL

Dear Ms McCrory

**LOCAL GOVERNMENT STAFF COMMISSION
DISSOLUTION FUNDING AND CONTINUING OPERATIONS 2022/2023**

Further to your letter dated 21 April 2022 detailing follow up information requests raised at the Council's April 2022 Corporate Services Committee please see below the response to the points raised:

- The amount of £29,640 for professional fees relates to legal fees and the independent facilitation of grievance/disciplinary and complaints procedures in relation to senior officers and other adhoc HR duties. Local government legislation gives the Commission specific responsibilities regarding the production of financial statements and having effective governance arrangements in place to deliver the corporate objectives. In addition, the Commission, like all NDPBs, is required to comply with Department of Finance and Department for Communities provisions as well as those of the Local Government Auditor. The £16,000 Audit costs reflect the internal and external audit fees to fulfil these statutory and government requirements.
- The Chairman's allowance in respect of expenses incurred in performance of duties is determined by the Department for Communities with the approval of the Department of Finance.
- Reimbursement of a Council's contribution in the event of the Commission's dissolution is a matter for the Department for Communities to include in the winding up legislation.
- Throughout the Covid 19 pandemic the Commission continued to carry out its statutory functions with Commission Officers working from home providing a full programme of work to support Councils and continues to do so.
- The budgeted costs for seconded staff are for staff that have been seconded into the Commission.

Chairman: Mr Bumper Graham

Director of Corporate Services: Mrs Helen Hall MSc, BA, FCIPD

2.

LOCAL GOVERNMENT STAFF COMMISSION DISSOLUTION FUNDING AND CONTINUING OPERATIONS 2022/2023

Schedule 3, paragraph 7 of the Local Government Act (NI) 1972, details the requirement for councils to fund the Commission's ongoing financial requirements in the following terms:-

"Expenses

3. *Before the commencement of each financial year the Staff Commission shall prepare an estimate of the amount of its total expenditure for that year.*
4. *In preparing the estimate mentioned in paragraph 3, the Staff Commission shall take into account any surplus or deficit accruing from previous years or estimated to accrue in the current year, and may also include such additional amount as is, in the opinion of the Staff Commission, required to meet contingencies.*
5. *The Staff Commission shall, with the approval of the Ministry, apportion the amount estimated in accordance with paragraphs 3 and 4 between expenditure arising from matters directly concerning councils and other expenditure.*
6. *Any question arising in connection with an apportionment under paragraph 5 shall be referred to and determined by the Ministry of Finance.*
7. *The amount apportioned under paragraph 5 as arising from matters directly concerning councils shall be further apportioned between all the councils in Northern Ireland rateably in proportion to the rateable value of the hereditaments in their districts, and the amount that is so further apportioned to each council shall be paid by that council to the Staff Commission at such time and in such manner as the Staff Commission directs."*

Schedule 3, paragraphs 3 to 7 of the Local Government Act (NI) 1972

This extract from the legislation is the relevant legal basis that permits the Commission to issue an Account to councils for their contribution to the Commission's budget. I trust that this information will be useful to you in planning your financial contribution to the funding of the Commission in the year ahead.

If I can be of any further assistance, please do not hesitate to contact me.

Yours sincerely



Helen Hall
Director of Corporate Services

Cc Department for Communities

Corporate Services Committee

Confidential

11th May 2022

Confidential Report from:

Head of Assets (Albert Reynolds)

Local Government Act (Northern Ireland) 2014
Schedule 6 - Access to Information: Exemption Information

- Information relating to any individual.
- Information which is likely to reveal the identity of an individual.
- 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	<input type="checkbox"/>	Redacted report available	<input type="checkbox"/>	Follow completion of sale transaction	<input type="checkbox"/>	Never	<input checked="" type="checkbox"/>
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Item for Decision

TITLE: Disposal of Land at Hillsborough Road, Lisburn

Background and Key Issues:

Background

1. The Council currently retains ownership of an area of land located at Hillsborough Road, Lisburn adjacent to the former Inland Revenue Office (The Tax Office) and Moore's Bridge, measuring approximately 1.4 Ha. (3.3 Acres) (**see Appendix**). This land has been held by the Council by way of a conveyance from 18th April 1929. The land is freehold without restrictions. The land was formerly used by Lisburn Urban District Council as a landfill site which has been over filled with clay and soil and has remained vacant since the landfill site closed to use sometime in the 1960s.

2. Unsolicited representation has been received from [REDACTED] on the Tax Office site. They would be interested in purchasing a portion of the Council's land which extends from the rear of the Tax Office site to the Lagan Tow Path. An area of approximately 0.5 Ha.
3. At the Corporate Services Committee meeting held on 10 November 2021 a report relating to the disposal of surplus Council land was considered and it was approved that the Council disposes of a portion of land located at Moore's Bridge, Hillsborough Road in principle, and approved the progress of negotiations with the developer. This was also to include an independent valuation in line with DfC guidance for land disposal.
4. The land known as the Hillsborough Road Open Space, is currently vacant and following an internal Council trawl it would be considered by officers as surplus to Council requirements.

Key Issues

1. An independent market valuation was undertaken [REDACTED] Valuers in accordance with the standards set out in the RICS Valuation Global Standards (effective 31st January 2020).
2. The total area of 1.4 Ha (3.3 Acres) was valued in the sum of £13,000.00.
3. Should members have a desire to have interest in retaining some of the land a smaller area of 0.8 Ha (1.9 Acres) was valued in the sum of £6,000.00 and the developer would be interested in this as secondary option.
4. These valuations were, however, [REDACTED], and following negotiations with the developer, a renewed purchase price of £77,655.00 for lands referred as **Parcel 1** in the appendix was offered, which takes into account the added developed site value and potential for increased number of units was made.
5. The Council will be liable for our own conveyancing costs estimated at circa £2K.
6. Given the current site's condition and lack of [REDACTED] unlikely to be bettered, as the development potential relies on the existing site access through the developer's entrance.
7. It is considered that this offer is fair and generous and it is recommended that the offer is accepted. The area of land therefore to be disposed of is approximately 1.4 Ha (3.3 Acres).
8. Members requested that we consult with Lagan Valley Regional Park staff and we can confirm that we have had a verbal discussion as well writing to the Lagan Valley Regional Park and they have provided no objections to date with the Council disposing of the land.

Recommendation:

It is recommended that Members consider and approve the disposal of approximately 1.4 Ha (3.3 Acres) of surplus Council land adjacent to the rear and side of 121 Hillsborough Road, Lisburn for the purchase price offer of [REDACTED] for the site currently owned by the Council.

Finance and Resource Implications:

A capital receipt of [REDACTED] with disposal costs to be recovered from the income.

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

This proposal does not affect any of the Section 75 groups

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)

N/A

Insert link to completed Equality and Good Relations report:

N/A

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:

This proposal does not impact on Rural Needs

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:

N/A

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".

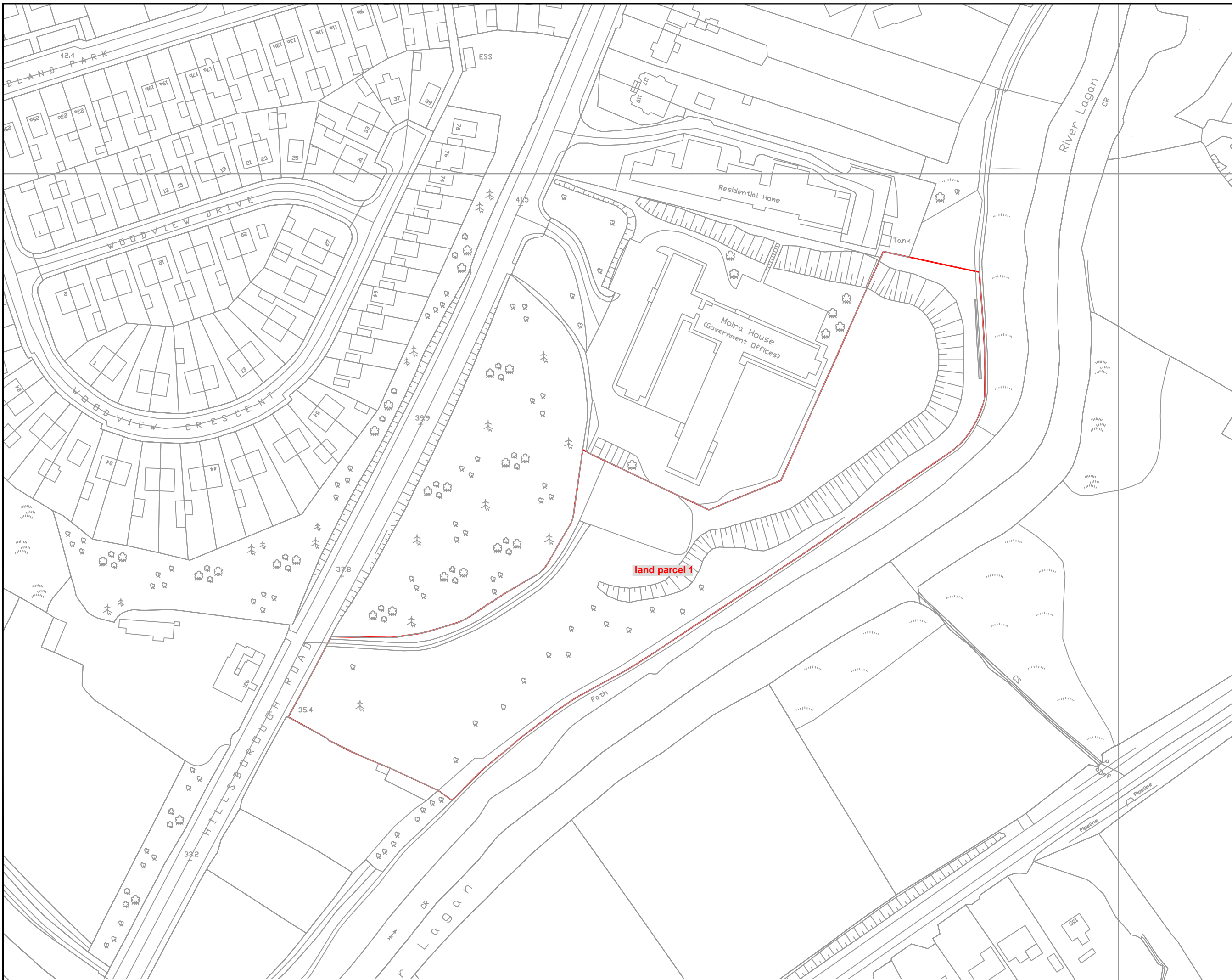
APPENDICES:

Site location Plan

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



land parcel 1.
 folio number(s): unregistered
 grid ref: 326437,363058
 area in m2: 13801.212
 area in acres: 3.410
 area in hectares: 1.380

Based upon the Ordnance Survey of Northern Ireland's map with the permission of the Controller of Her Majesty's Stationary Office, © Crown Copyright and Database Rights.

- legend:
- owned by LCC
 - leased to LCC
 - right of way
 - leased to other party by LCC
 - assigned to other party by LCC



title: Hillsborough Road Open Space (east), Hillsborough Road, Lisburn.
 os ref: 165/10 scale(s): 1/1250
 rev date: 23/10/09 drawn by: G Young

	ref no: 045
Template Revised August 2009	

Corporate Services Committee

Confidential

Date 11th May 2022

Confidential Report from:

Head of Assets (Albert Reynolds)

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)

- Information relating to any individual.
- Information which is likely to reveal the identity of an individual.
- Information relating to the financial or business affairs of any particular person (including the Council holding that information).
- Information which reveals that the Council proposes to make an order or direction under any statutory provision.

When will the report become unrestricted:

Specify when report will become available	<input type="text"/>	Redacted report available	<input type="text"/>	End of May 2022 after ratification at Council	<input type="text"/>	Never	<input type="text"/>
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Item for Decision

TITLE: **Drumlough Landfill Site Closure Implementation**

Background and Key Issues:

Background

1. Members may be aware that one of the Councils closed landfill sites located at Drumlough required to comply with The Landfill (Amendment) Regulations (Northern Ireland) 2011 which

amended the 2003 regulations and applies to all landfill sites in NI which closed after 16 July 2001.

2. Several parcels of land [REDACTED] to facilitate closure and capping of the landfill site (**see Appendix**). These continue to be leased to enable site aftercare. Engineering works to cap the landfill site could not be completed on one of these parcels of land [REDACTED].
3. Following site closure, a management plan was required to be produced to address leachate, groundwater, surface water, landfill gas, site stability and set out the management, restoration and aftercare of the landfill site termed the Closure Plan.
4. The Closure Plan was approved by the Northern Ireland Environment Agency (NIEA) in July 2016 and RPS Consulting Engineers had completed an implementation plan to address phasing, extent of the required works identified in the Plan and budget profiling.
5. In order to fully inform the implementation plan NIEA requested further information on the function of the perimeter drain encircling the site. RPS were further engaged to undertake a surface water monitoring exercise to identify the extent of drainage engineering works required to separate surface water from shallow ground water on site.
6. Unfortunately RPS were unable to fully complete the investigation works [REDACTED].
7. [REDACTED].
8. [REDACTED].
9. [REDACTED].
10. The Council agreed the Heads of Terms at the meeting of the Development Committee held 7 April 2021. In order to maintain and foster a good neighbour relationship [REDACTED].
11. A draft lease/licence agreement together with the HOTs was returned [REDACTED] for agreement and completion in May 2021.

12. Unfortunately [REDACTED] to engage with the Council and the Council's solicitor has been pursuing the issue [REDACTED] since, without any reply.

Key Issues

1. The Council still requires to ensure that the Closure Plan is implemented and to fully reinstate the area of land [REDACTED]. For this we require to gain access to the land to finalise the site investigation in order to fully inform the design of the future reinstatement and works required as part of the closure plan requirements.
2. In an attempt to further engage [REDACTED] and finalise an agreement [REDACTED] it is proposed to forward further correspondence via our solicitor. Copy of proposed correspondence attached under [REDACTED].
3. [REDACTED] to undertake the necessary engineering works: but also over a prolonged period of time in order to monitor the aftercare requirements of the Closure Plan which is approximately a further 23 years. Should the approach outlined fail [REDACTED]
4. The power to make the Vesting Order lies with the Department of Communities and the Council will require to engage with the Department in order to proceed with the vesting under the provisions of Local Government Act (Northern Ireland) 1972 (Section 96).

Recommendation:

It is recommended that Members consider and approve,

1. That the correspondence attached be sent to the landowners [REDACTED] via the Council's solicitor
2. That should this approach fail the Council moves to seek to vest the area of land required.

Finance and Resource Implications:

Finance provision for the works and aftercare of the closed landfill site has been made within the Council's accounts.

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

This proposal does not affect the Section 75 groups

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

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

N/A

Insert link to completed Equality and Good Relations report:

N/A

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:

This proposal does not affect the Rural Needs Impact

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:

Yes

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:

Corporate Services Committee

Confidential

11th May 2022

Report from:

Joanne Hewitt, Head of Finance

Local Government Act (Northern Ireland) 2014
Schedule 6 - Access to Information: Exemption Information

3. Information relating to the financial or business affairs of any particular person (including the Council holding that information). or
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office holders under, the Council.

When will the report become unrestricted:

Specify when report will become available	-	Redacted report available	After full Council	Never	-
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Item for Noting

TITLE: Request to Earmark Reserves

Background and Key Issues:

Management Accounts period 11 position

1. The Management Accounts for period 11 was presented at the April Corporate Services Committee. The position, as at period 11 was a year to date underspend of £3.66m (excluding covid costs).

2. As detailed in the April meeting, a value of £1.8m has been received into the Council's bank account at the end of March in relation to covid related income losses and additional expenditure.
3. These monies, along with the previous balance of DfC funding is held within earmarked reserves at present.
4. Details of the balance within the earmarked reserve will be brought forward to the Corporate Services committee in due course.
5. Below are recommendations to earmark a proportion of the 2021/22 underspend in relation to the following:
 - Deliveries delayed to after 31st March due to unforeseen circumstances
 - Royal Hillsborough Event
 - Lisburn Light Festival and Christmas Programme
 - Mayor/Deputy Mayor's expenditure budgets
 - Civic Functions budget
 - Election Fund

Deliveries delayed to after 31st March due to unforeseen circumstances

6. A number of items that were due to be delivered before the financial year-end had been delayed. These items were ordered well in advance of the year-end and the delivery dates were outside of the Council's control.
7. It is recommended that the following are earmarked in reserves to ensure there is no negative impact on the current year's budgets:
 - Gym equipment for Lough Moss **£179,084** (delivered on 6th April)
 - LVI Ground floor kitchen equipment **£3,000** (delivered on 6th April)

Royal Hillsborough Event

8. The Director of Service Transformation provided an update in April Corporate Services Committee in relation to the events at Hillsborough.
9. Due to various circumstances, the Royal Hillsborough concert and fireworks display did not take place.
10. It is recommended the balance of the monies identified during 2021/2022 (**£129,473**) be earmarked in the general reserve to support Royal Hillsborough.

Lisburn Light Festival and Christmas Programme

11. The Director of Service Transformation will present a paper to the Development Committee at the start of May detailing the expected costs of the Christmas Programme.

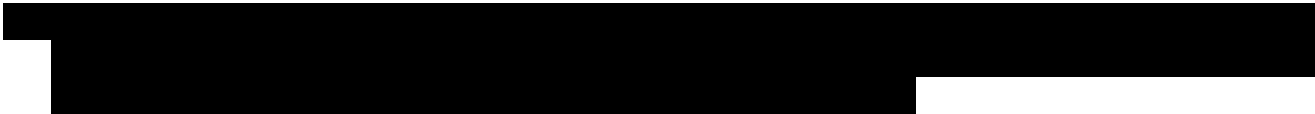


Mayor/Deputy Mayor's/Civic Functions

- 13. Mayor/Deputy Mayor's balance of budget – The Mayor/Deputy Mayor's budgets straddle 2 financial years. To ensure the balance of the budgets for the current positions can still be used, it is recommended that the balance of the Mayor and Deputy Mayor 2021/2022 budgets are earmarked for use up to the end of their appointed positions.
- 14. The balance within the Mayor's budget is **£17,027** (subject to any year-end adjustments).
- 15. The balance within the Deputy Mayor's budget is **£2,500** (subject to any year-end adjustments)
- 16. Due to the various restrictions through the financial year, a number of planned civic functions did not take place and it is recommended that a balance of **£22k** is earmarked.

Election fund

- 17. There is a fund within the balance sheet that is contributed to on an annual basis to spread the cost of the elections.
- 18. The annual contribution to the fund is £75k with a balance of £300k being available to use in the year of the election.
- 19. As Members will be aware, inflationary increases are having an impact on a large proportion of the Council's costs, staff costs and other ancillary costs which form part of the overall election expenses.
- 20. To ensure the fund is adequate for the 2023/2024 financial year when the elections are due to take place, it is recommended that an additional **£75k** be transferred into the Election fund.
- 21. In the event of the overall fund not being used in the May 2023 elections, the balance will remain within the fund for the following election.



[Redacted content]

Recommendation:

It is recommended that Members approve the items outlined in the report to be earmarked within the general reserves (subject to any year-end adjustments).

Finance and Resource Implications:

As above

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

Not applicable.

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)

[Redacted content]

Insert link to completed Equality and Good Relations report:

[Redacted content]

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:

Not applicable.

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: