



December 15th, 2023

**TO: The Right Worshipful the Mayor and Members
of Lisburn & Castlereagh City Council**

A meeting **of Lisburn & Castlereagh City Council** will be held on **Tuesday, 19th December 2023 at 6:00 pm** in the Council Chamber and remote locations for the transaction of the business on the undernoted agenda.

For those Members attending this meeting remotely, the Zoom details are included in the Outlook invitation that has been issued.

DAVID BURNS
CHIEF EXECUTIVE
LISBURN & CASTLEREAGH CITY COUNCIL

Agenda

1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

📄 *Mayor and Deputy Mayor Engagements for Council Meeting December 2023.pdf*

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2.0 APOLOGIES

3.0 DECLARATIONS OF MEMBERS' INTERESTS

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

4.0 COUNCIL MINUTES

4.1 Meeting of Council - 28 November 2023

For Approval

📄 *MM 28.11.2023 Draft Minutes for Adoption.pdf*

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5.0 MATTERS ARISING

6.0 DEPUTATIONS

(None)

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

For Approval

Lisburn and Castlereagh City Council and Tangible Consulting Ltd, 11 Glengoland Avenue, Belfast BT17 0HY – Award Letter to deliver Self-Employment Programme (T23/24-010)

Lisburn and Castlereagh City Council and Stepping Stones NI, 39 Seymour Street, Lisburn BT27 4SY – Award Letter for Pathways to Employment for Individuals with a Disability Programme (T23/24-009)

Lisburn and Castlereagh City Council and Dublin Belfast Economic Corridor (DBEC) Collaboration – Collaboration and Funding Agreement

8.0 ADOPTION OF MINUTES OF COMMITTEES

- 8.1 Communities & Wellbeing Committee - 5 December 2023**
📄 *C W 051223 draft minutes for adoption.pdf* *Page 12*
- 8.2 Environment & Sustainability Committee - 6 December 2023**
📄 *ESC 06.12.2023 Draft Minutes for Adoption.pdf* *Page 16*
- 8.3 Regeneration & Growth Committee - 7 December 2023**
📄 *R&GC 07 12 2023 Draft Minutes for Adoption.pdf* *Page 22*
- 8.4 Special Communities & Wellbeing Committee - 12 December 2023**
📄 *Sp CWC 121223 draft minutes for adoption.pdf* *Page 32*
- 8.5 Corporate Services Committee - 13 December 2023**
📄 *CSC 13 12 2023 DRAFT minute for adoption.pdf* *Page 34*
- 8.6 Governance & Audit Committee - 14 December 2023**
📄 *G A 14.12.2023 Draft Minutes for Adoption.pdf* *Page 45*
- 8.7 Planning Committee - 6 November 2023 (For Noting)**
For Noting
📄 *PC 06.11.2023 - Ratified Minutes.pdf* *Page 51*

9.0 REPORT FROM CHIEF EXECUTIVE

(None)

10.0 REPORTS FROM MEMBERS ON BOARDS

(None)

11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE

(None)

12.0 NOTICES OF MOTION

(None)

13.0 CONFIDENTIAL BUSINESS

(None)

14.0 ANY OTHER BUSINESS

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Tuesday 21st November

Mayor to host reception for Ballinderry War Memorial Committee, acknowledgement of service to the community

Mayor to host reception for Wallace High School in recognition of their success at 'All Ireland Schools' Hockey Championship

Mayor to host reception for 4th Lisburn Boys Brigade on their 50th Anniversary

Wednesday 22nd November

Mayor to attend Ulster Scots Leid Week - Story telling sessions with local primary schools, Ballymac Hotel

Mayor to officially open Santa's Grotto at Hillmount Nurseries

Mayor to host reception for Lisburn Young Defenders to recognise their volunteering efforts

Thursday 23rd November

Mayor to attend LCCC Christmas Switch On

Friday 24th November

Mayor to visit Andrew Ingredients to view facilities, Cllr Laverty also to attend

Mayor to visit Laurelhill House Residential Home to meet with social care students volunteering

Mayor to host a reception for Tom McGrory, local resident to acknowledge his work in the community

Mayor to attend St John's Parish Church Christmas Fair, Dromara

Mayor to attend Annahilt Annual Christmas Fair, Annahilt Parochial Hall

Saturday 25th November

Mayor to attend Christmas Markets, Drumbo

Mayor to attend Christmas Fayre at Ballance House

Mayor to attend Stoneyford Community and Youth Association Christmas Switch On, Stoneyford play park

Mayor to attend Christmas Switch on, Drumlough Community Association

Sunday 26th November

Mayor to attend Sunday Service and Soup Lunch organised by Hillsborough Presbyterian Youth Group in aid of the Cancer Fund for Children

Mayor to attend Thanksgiving Service to mark the 50th Anniversary of the Greenfinches, St Paul's Church, Lisburn

Monday 27th November

Mayor to attend Laganview Enterprise Christmas lights Switch on

Tuesday 28th November

Mayor to visit resident in Anahilt Care Home to celebrate her 99th birthday

Mayor to host reception for Hillhall Regeneration Group to acknowledge their work in the community

Wednesday 29th November

Mayor to attend Lower Maze Hall, Christmas Light Switch On

Mayor to attend St John's Parish Moira Christmas Tree Lights Switch on

Thursday 30th November

Mayor to host meeting with Northern Ireland Take-Away Association, Cllr Laverty also to attend

Mayor to attend Christmas Markets, Carryduff

Mayor to host reception for Lord Arthur Memorial Lodge LOL 144, celebrating their 225th Anniversary

Mayor to attend the evening around the Hearth with the Hillsborough Fort Guard

Friday 1st December

Mayor to visit Largymore Primary School

Mayor to attend Dundrod Sports for All Christmas Switch on

Saturday 2nd December

Mayor to open Christmas Fair at St Mark's Church, Ballymacash

Mayor to attend Pop Up Christmas Market, Railway street Presbyterian Church

Mayor to attend Festive Christmas Craft, Mazetown Rural Action

Mayor to attend Elf Hunt and Festive Trail, Lough Moss Community Centre

Mayor to attend Seymour Hill, Christmas Event, Tolerton Sports Zone

Mayor to attend Anahilt Primary School PTA Christmas Fair

Mayor to visit Hillsborough Christmas Tree Festival, Hillsborough Presbyterian Church

Mayor to visit City Centre Management Christmas Event

Mayor to attend Christmas Nativity Trail and Market, Hope Church, Hillsborough

Mayor to attend Dromara Christmas Switch On

Mayor to attend Anahilt Christmas Switch On

Sunday 3rd December

Mayor to attend Carryduff Community Carol Service, Lough Moss Leisure Centre

Mayor to attend Christingle Service and Christmas Tree Switch On, Hillsborough Parish Church

Monday 4th December

Mayor to visit Friends' School Preparatory Department Christmas Fair

Mayor to attend Carol Service, Sprucefield in aid of Mayoral Charity

Tuesday 5th December

Mayor to visit Dundonald Hospital Children's ward with Santa to deliver selection boxes

Mayor to attend Derriaghy Village Christmas Switch on

Mayor to attend Drumbeg Community Association Christmas Switch On

Wednesday 6th December

Mayor to visit staff in Lagan Valley Island to thank them for their work throughout the year

Mayor to attend Hillsborough Old Guard Christmas Party

Thursday 7th December

Mayor to host a meeting for Christians Against Poverty

Mayor to visit Old Warren Primary School to congratulate winner of the Mayor and RBL Remembrance Project

Mayor to attend Love Lagan Valley Christmas, Vineyard Church

Mayor to meet with the Federation of Small Businesses

Mayor to attend Lisnagarvey's Pantomime, LVI

Friday 8th December

Mayor to visit nursing homes to deliver Christmas gifts to residents

Mayor to visit Connect Event, Lagan View Enterprise Centre

Mayor to host reception for Park View Special School, acknowledging their fantastic achievement of receiving Duke of Edinburgh awards

Mayor to hold charity bucket collection at Hillsborough Christmas Market for Mayor's Charity

Mayor to attend Christmas Tree switch on at Ravarnet

Mayor to attend Drumbo Community Christmas Switch on

Saturday 9th December

Mayor to hold Christmas Charity Collection 9am-9pm at Sprucefield shopping centre to raise funds for the Cancer fund for Children

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL Council

Friday 24th November

Deputy Mayor to attend 27th Annual Aisling Awards, Europa Hotel

Friday 1st December

Deputy Mayor to attend Intergenerational Christmas Dinner hosted by Lisburn Feile, St Patrick's

Thursday 7th December

Deputy Mayor to attend Aghalee Village Switch on

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Hybrid Monthly Meeting of Council held on Tuesday 28 November, 2023 at 7:02 pm****PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor A Gowan

Aldermen J Baird, A G Ewart MBE, O Gawith, M Gregg,
A Grehan, M Guy, H Legge, S Skillen and J Tinsley

Councillors D Bassett, R T Beckett, P Burke, S Burns,
R Carlin, P Catney, D J Craig, K Dickson, A P Ewing,
J Gallen, A Givan, B Higginson, G Hynds, P Kennedy,
J Lavery BEM, C McCready, A McIntyre, M McKeever,
R McLernon, U Mackin, A Martin, N Parker, T Mitchell and
N Trimble

PRESENT IN REMOTE LOCATION:

Alderman S P Porter and Councillor G Thompson

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Finance and Corporate Services (remote)
Director of Leisure and Community Wellbeing (remote)
Director of Regeneration and Growth
Acting Director of Environmental Services
Member Services Officers
Technician
IT Officer

Mr D Roberts, Mayor's Chaplain

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Councillor A Gowan, welcomed those present to the meeting of Council which was being live streamed to enable members of the public to hear and see the proceedings. He pointed out that, should the meeting go into committee to consider confidential business, any members of the press and the public in attendance would be required to leave the Council Chamber for the duration of those matters.

The Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting.

The Chief Executive outlined the evacuation procedures in the case of an emergency. The Right Worshipful the Mayor requested that all mobile phones be put on silent or switched off for the duration of the meeting and pointed out that, in accordance with the Council's Standing Orders, whilst the meeting was being live-streamed, unauthorised recording was not permitted.

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Alderman J Baird arrived to the meeting at this point (7.06 pm).

Prayers

The Right Worshipful the Mayor, Councillor A Gowan, welcomed his Chaplain, Mr D Roberts, to the meeting.

The Right Worshipful the Mayor expressed condolences in respect of the following bereavements:

- Margaret, mother of Veronica McPolin, Environmental Health Unit; and
- John, brother of Stuart MacMillan, Head Greenkeeper at Aberdelghy Golf Club.

Mr Roberts gave an address and said a prayer, during which he too remembered the bereaved families referred to by the Mayor.

At this point, The Right Worshipful the Mayor thanked Mr Roberts for his attendance and he left the meeting (7.18 pm).

1. Business of The Right Worshipful the Mayor

1.1 Mayor's Engagements (00:15:30)

The Council noted a number of engagements attended by The Right Worshipful the Mayor, Councillor A Gowan, and the Deputy Mayor, Councillor G McCleave, since the last meeting of Council.

The Right Worshipful the Mayor highlighted the following:

- Lisburn City Centre Christmas Light Switch-On. The Mayor put on record his appreciation to all staff involved in organising this extremely successful and well-attended event;
- Church Service to recognise the 50th anniversary of the Greenfinches. The Mayor thanked those staff involved in arranging this event, as well as Alderman J Tinsley for his input.

2. Apologies (00:17:04)

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Deputy Mayor, Councillor G McCleave, Councillors N Eaton, C Kemp and S Lowry and the Director of Organisation Development and Innovation.

3. Declarations of Interest (00:17:34)

There were no declarations of interest.

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4. Council Minutes (00:18:16)

It was proposed by Alderman J Tinsley, seconded by Councillor A Givan and agreed that the minutes of the meeting of Council held on 24 October, 2023 be confirmed and signed.

It was proposed by Councillor D Bassett, seconded by Councillor B Higginson and agreed that the minutes of the special meeting of Council held on 20 November, 2023 be confirmed and signed.

5. Matters Arising (00:18:55)

Councillor D J Craig referred to page 516 of the minutes of the special Council meeting and reiterated his thanks to DfI Roads in respect of the upgrade of The Cutts/McKinstry road junction. He put on record his appreciation to the late former Mayor, Margaret Tolerton, who, together with Oakwood Integrated Primary School, had campaigned for this upgrade for many years.

6. Deputations (00:21:05)

There were no deputations.

7. Business Required by Statute(i) Signing of Legal Documents (00:21:09)

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

- Lisburn and Castlereagh City Council and R Heatrick Limited t/a Skipway, 341 Tandragee Road, Portadown, BT62 3RB – Contract for collection, transportation, recycling and/or recovery of waste wood from Council Household Recycling Centres (Ref: T22/23-076); and
- Lisburn and Castlereagh City Council and Bryson Recycling, Belfast Road, Central Park, Mallusk, Newtownabbey, BT36 4FS – Contract for the provision of a kerbside sort service for the collection and recycling of dry recyclables and food waste from households within the Lisburn & Castlereagh City Council area (Ref: STA23/24-010).

8. Adoption of Minutes of Committees (00:21:29)**Environment and Sustainability Committee**
(00:21:34)

Proposed by Councillor C McCready
Seconded by Councillor R Carlin

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Page 477, Item 5.4Free Off-Street Car Parking on Saturdays in December and January

Alderman A G Ewart referred to an earlier social media post regarding the above matter and asked why that post had been made in advance of ratification of minutes at tonight's meeting. The Chief Executive stated that he understood that approval had been granted in November 2022 that free off-street car parking on Saturdays in December be approved as an annual concession, but agreed to confirm this for Alderman Ewart.

Verbal Matter – Awards Ceremony

Councillor C McCreedy, Chairman of the Environment and Sustainability Committee, advised that he had attended a recent awards ceremony at which the Council had received a Platinum Award in respect of its work in relation to domestic abuse. He paid tribute to staff in the Environmental Health Unit, particularly Mrs S Pinion and Mrs B Turley, Environmental Health Managers.

Regeneration and Growth Committee**2 November, 2023**

(00:25:06)

Proposed by Councillor J Laverty

Seconded by Councillor T Mitchell

Communities and Wellbeing Committee**7 November, 2023**

(00:25:42)

Proposed by Councillor R T Beckett

Seconded by Councillor J Gallen

The Chairman of the Communities and Wellbeing Committee, Councillor R T Beckett, highlighted the following:

- Twilight Night events which had been very successful and well-attended. He put on record that he had felt proud to be Chairman of the Communities and Wellbeing Committee and expressed his appreciation to all staff involved in the organisation of the events, particularly those staff in the Parks and Amenities Unit and the Arts. Alderman A Grehan concurred with the comments made by Councillor Beckett. She stated that parents of children from Parkview Special School would be sending a letter to the Council in respect of sensory elements of the events and encouraging the continuation of those in the future;
- The Council had received a runner-up award at the recent Pro Landscaper Project Awards in respect of Carryduff Community Garden. Councillor Beckett paid tribute to the staff in the Parks and Amenities Unit for their work at this location;
- Councillor Beckett thanked Councillor D J Craig for having taken his place at the recent Pride of Place Awards Ceremony that he had been unable to attend. Two local charities had received awards – Live Life Well-Being Centre and the Lisburn Foodbank. Councillor Beckett extended his congratulations to both and paid tribute to staff involved. Alderman A Grehan echoed Councillor Beckett's comments. The Right Worshipful the Mayor, Councillor A Gowan, advised that he was delighted to be hosting a reception for both groups in the New Year.

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The Right Worshipful the Mayor, Councillor A Gowan, paid tribute to staff involved in the recent Sports Awards, which had been a true celebration of sporting achievements.

Corporate Services Committee

8 November, 2023

(00:31:20)

Proposed by Alderman O Gawith

Seconded by Councillor A P Ewing

Planning Committee

2 and 9 October, 2023

(00:31:59)

The minutes of the Planning Committee meeting of 2 and 9 October, 2023 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 6 November, 2023. It was proposed by Alderman M Gregg, seconded by Councillor U Mackin and agreed that their contents be noted.

9. Report from Chief Executive (00:32:46)

9.1 Hardship Grant Programme 2023/24 – Delegated Authority to December Meeting of the Communities and Wellbeing Committee (00:32:54)

It was proposed by Alderman J Tinsley, seconded by Alderman S Skillen and agreed that delegated authority be granted to the Communities and Wellbeing Committee, at its meeting on 5 December, 2023, to consider and approve the award of the Hardship Grant Programme 2023/24.

10. Reports from Members on Boards (00:33:38)

There were no reports from Members on Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure (00:33:44)

There were no reports on decisions subject to the reconsideration procedure.

12. Notice of Motion (00:33:52)

12.1 Childcare (00:33:56)

A copy of the following Notice of Motion in the name of Alderman M Guy, had been circulated to Members with the notice convening the meeting:

“That this Council recognises childcare as a vital social and economic infrastructure, a crucial form of early intervention, early education, an anti-poverty tool, and a means by which to improve productivity and gender equality in the labour market across Lisburn and Castlereagh; believes childcare

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12.1 Childcare (Contd)

should be child-centred, high quality and accessible to all children; and commits to reviewing how the Council and community planning partners can support childcare provision in the area, including reviewing whether holiday/wider schemes supported by the Council can be expanded”.

The Notice of Motion was proposed by Alderman M Guy, and seconded by Councillor G Thompson.

The Right Worshipful the Mayor, Councillor A Gowan, advised that the above Notice of Motion would be referred to the Communities and Wellbeing Committee for consideration.

13. Confidential Business (00:35:26)

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

“In Committee”

It was proposed by Alderman J Baird, seconded by Councillor A Givan and agreed that the following item be considered “in committee”, in the absence of members of the press and public being present. The livestream was paused at 7.39 pm.

13.1 Requirement to Enter into a Section 76 Planning Agreement for Planning Application LA05/2022/0830/F (Redacted report would be available after the Agreement is signed and sealed)

It was proposed by Alderman M Gregg, seconded by Alderman J Baird and agreed that approval be given to (a) the proposed amendments, as outlined in the report; and (b) the signing and sealing of the Agreement by the Mayor and Chief Executive.

Resumption of Normal Business

It was proposed by Councillor J Laverty, seconded by Councillor B Higginson and agreed to come out of committee and normal business was resumed. The live stream of the meeting was recommenced at this stage (7.41 pm).

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14. Any Other Business (00:36:51)14.1 December Council Meeting (00:36:55)
The Right Worshipful the Mayor, Councillor A Gowan

The Right Worshipful the Mayor, Councillor A Gowan, reminded Members that the next meeting of Council would take place on 19 December at the earlier commencement time of 6.00 pm.

Conclusion of the Meeting

At the conclusion of the meeting, The Right Worshipful the Mayor, Councillor A Gowan, thanked those present for their attendance.

There being no further business for consideration, the meeting was terminated at 7.42 pm.

Mayor

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the hybrid Communities and Wellbeing Committee held in the Island Civic Centre on Tuesday 5th December 2023 at 5:30pm

PRESENT: Councillor R T Beckett (Chairperson)

The Right Worshipful the Mayor, Councillor A Gowan

Aldermen A Grehan, H Legge, S P Porter and S Skillen;
Councillors D Bassett, D J Craig, B Higginson, S Lowry,
A McIntyre, T Mitchell and G Thompson

PRESENT REMOTELY: Deputy Mayor Councillor G McCleave; and
Councillors R Carlin, N Eaton and J Gallen

ALSO ATTENDED: Councillors G Hynds and A Givan (Zoom)

IN ATTENDANCE: Director of Leisure and Community Wellbeing
Head of Communities
Head of Sports Services
Acting Head of Parks and Amenities
Acting Business Support Manager
Member Services Officers (BF and EW)

1. Apologies (1.54)

There were no apologies.

2. Declarations of Interest (2.05)

The Right Worshipful the Mayor, Councillor A Gowan, declared an interest in item 4.1, viz., 'Hardship Grant Programme' in that a family member was associated with Anahilt Play Group and Dromara Village Football Club.

Alderman S Skillen declared an interest also in item 4.1, in that she was a member of the Ballybeen Improvement Group's Sports and Wellbeing Committee.

3. Report of the Director of Leisure and Community Wellbeing

3.1 Notice of Motion – Childcare (2.20)

(Alderman M Guy attended in connection with this item).

At the meeting of the Council on 28th November, the following motion, which was moved by Alderman M Guy and seconded by Councillor G Thompson, was referred to the Committee for consideration, in accordance with Standing Order 16.1.

"That this Council recognises childcare as a vital social and economic infrastructure, a crucial form of early intervention, early education, an anti-poverty tool, and a means by which to

improve productivity and gender equality in the labour market across Lisburn and Castlereagh; believes childcare should be child-centred, high quality and accessible to all children; and commits to reviewing how the Council and community planning partners can support childcare provision in the area, including reviewing whether holiday/wider schemes supported by the Council can be expanded."

Alderman M Guy reminded the Committee that it had been almost ten years since the NI Executive's draft childcare strategy had been introduced, with a view to having it implemented by 2025. She added that the delay had been exacerbated by the pandemic, which had highlighted the importance of childcare settings and early years provision for children, their families and the economy. In respect of the Council area, she referred to the results of Employers for Childcare's NI's survey in 2021, which had found that 66% of parents in the district had felt that there existed insufficient childcare provision. She acknowledged the work which the Council had undertaken thus far in addressing childcare provision and requested that this be reviewed and refined to enhance the level currently available.

Councillor N Eaton formally proposed the motion to the Committee.

Councillor G Thompson, who had seconded the motion, spoke in support of Alderman M Guy, and urged the Council to continue to review childcare provision to establish if schemes could be expanded further to benefit families, particularly those on low incomes.

Representatives of each of the political parties on the Council expressed their support for the motion and commended Alderman M Guy for submitting it for consideration.

The motion was passed unanimously by the Committee.

The Director indicated that officers would consider the proposals and a report in this regard would be submitted for consideration.

4.1 Hardship Grant Programme 2023/24 (18.05)

(Alderman M Guy left the chamber at 5.50pm; and Councillor A Givan left meeting at 5.52pm).

(The Right Worshipful the Mayor left the chamber whilst this matter was under discussion and Alderman S Skillen did not partake in any discussion or decision-making in the matter).

The Head of Communities outlined the background to the Hardship Grant Programme and reported that 79 applications had been received in response to an open call for applications, 77 of which had been deemed eligible for assistance. The total amount requested had been £147,878 and the Committee was advised that sufficient resources had been identified to provide full funding to all successful applicants.

The Committee was informed further that £35,000 remained of the original grant from the Department for Communities and it was recommended that this sum be allocated to Lisburn Foodbank for the purpose of delivering a Fuel Support Programme across the district as an extension to an existing arrangement.

Moved by Alderman S P Porter,
Seconded by Councillor D J Craig and

Resolved - that the Committee agrees that a sum of £147,878 be provided to the successful applicants for support under the Hardship Grant Programme, in accordance with the delegated power granted by the Council at its meeting on 28th November and agrees further that a sum of £35,000 be provided to Lisburn Foodbank for the purpose of delivering a Fuel Support Programme.

4.2 Department for Communities - Hardship Grant Programme 2023/24

4.2.1 Good Relations Action Plan 2023/24 (27.12)

The Head of Communities reminded the Committee that, at its meeting on 5th September, it had deferred consideration of the Good Relations Action Plan for 2023/24 to enable workshops to be held to consider how the reduction in Executive Office funding could be addressed. The subsequent workshops had considered the Council's response on a collective basis to overall funding cuts, but it had been agreed that the Action Plan 2023/24 be delivered within the budget recommended to the Committee on 5th September. Accordingly, it was recommended that the Action Plan for 2023/24 be endorsed retrospectively.

4.2.2 Draft Good Relations Action Plan 2024/25 (29.27)

The Committee was provided with an overview of the work which had been undertaken in the formulation of the above-mentioned plan. The Head of Communities outlined the key themes and programmes that would oversee the delivery of the plan in 2024/25, within the context of the overall Good Relations Strategy for 2022/25. She advised the Committee that the Plan had been formulated within the context of a full budgetary allocation which may require further revision should the projected allocation not materialise.

On the proposal of Councillor D Bassett, which was seconded by Councillor S Lowry, the Committee endorsed the Good Relations Action Plan for 2023/24 and approved the draft Good Relations Action Plan for 2024/25 for its onward submission to the Executive Office.

5.1 Killeaton Open Space (36.00)

The Acting Head of Parks and Amenities reported that a request has been received from Derrriaghy District LOL No. 11 seeking the use of Killeaton Open Space as the demonstration and dispersal point for the South Antrim Combine on 12th July 2024.

Moved by Councillor D J Craig,
Seconded by Councillor A McIntyre and

Resolved - That the Committee agrees to accede to the request from Derrriaghy District L.O.L. No. 11 and grant the use of the open space for the purpose requested, subject to the following conditions:

- that event management, risk assessment and health & safety requirements were met;
- that adequate public liability insurance was put in place; and that the area be cleared of litter by the event organisers.

6. Any Other Business – Non-Confidential

6.1 Council Community Events (38.50)

In response to a query from Alderman S P Porter, the Director clarified the arrangements to collate feedback from recent community events and how such feedback would be used to inform future programmes.

(Alderman H Legge and Councillor D J Craig left the Chamber at 6.14pm).

6.2 Use of Council Community Centres (40.10)

In response to a query from Alderman S Skillen, the Director undertook to examine room usage within the Council's community facilities with a view to establishing if un-booked rooms could be utilised for wider community-based activities.

6.3 Laurelhill 2G Pitch (41.12)

The Director agreed, in response to a request from Councillor G McCleave, to provide an update on the request to use the above-mentioned pitch on a Sunday.

7. Confidential Report of the Director of Leisure & Community Wellbeing

The Chairperson advised that the reasons for confidentiality for the following matters was by virtue of the Section 6, Part 1, of the Local Government Act (2014) Northern Ireland, specifically the provisions therein as outlined within each report.

It was moved by Councillor D Bassett, seconded by Councillor D J Craig, and agreed that the confidential report of the Director of Leisure and Community Wellbeing be considered 'in committee', in the absence of members of the press and public.

7.1 Communities and Wellbeing – Estimates Process Update 2024/25

The Committee considered a report which gave an overview of the estimates process for the department for 2024/25, together with the additional assumptions that would be incorporated within the final draft.

After discussion, the Committee agreed to note the progress achieved in the formulation of the departmental estimates for 2024/25 and approved, the additional amendments and assumptions to be incorporated within the final draft, as outlined in the report.

7. Resumption of Normal Business

It was moved by Councillor A McIntyre, seconded by Councillor T Mitchell, and agreed that normal business be resumed.

The meeting ended at 6.34pm.

Chairperson

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Environment and Sustainability Committee held in the Council Chamber, Island Civic Centre, and remotely, on Wednesday 6 December 2023 at 5.30 pm****PRESENT IN CHAMBER:**

Councillor C McCreedy (Chairman)

Aldermen J Baird and J Tinsley

Councillors S Burns, P Catney, G Hynds, P Kennedy, J Lavery BEM, A McIntyre, M McKeever and R McLernon

PRESENT IN REMOTE LOCATION:

Alderman S Skillen

Councillor N Parker

IN ATTENDANCE:**In Chamber:**

Acting Director of Environmental Services (RH)

Head of Service (Building Control and Sustainability) (CD)

Head of Service (Economic Development) (PMcC)

Acting Head of Service (Waste Management and Operational Services) (JK)

Acting Head of Service (Environmental Health, Risk and Emergency Planning) (SC)

Member Services Officers (CR, RN)

Remote

Chief Executive

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor C McCreedy, welcomed those present to the meeting of the Environment and Sustainability Committee. The Chairman advised that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business.

At this point, the Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting. The Chairman, Councillor C McCreedy, stated that, whilst the meeting was being recorded, unauthorised recording was not permitted, as per the Council's Standing Orders. He asked that mobile phones be put on silent or switched off for the duration of the meeting.

In accordance with the Protocol for Remote Meetings, the Chairman asked that those attending via zoom to ensure that the meeting could not be seen or heard by any other person at their remote location when confidential business was being considered.

The Acting Director of Environmental Services proceeded to outline the evacuation procedures in the case of an emergency.

1. Apologies (00:23:23)

It was agreed to accept apologies for non-attendance at the meeting on behalf of The Right Worshipful the Mayor, Councillor A Gowan, the Vice-Chairman, Councillor R Carlin, and Alderman M Gregg.

2. Declarations of Interest (00:02:43)

There were no Declarations of Interest.

Alderman S Skillen joined the meeting at 5.35 pm.

3. Report by the Acting Head of Service (Waste Management and Operational Services) (00:02:57)

3.1 Consultation on the Introduction of Mandatory Digital Waste Tracking (00:03:12)

Members noted from the report, information relating to key outcomes of the consultation on the introduction of mandatory digital waste tracking. In response to Members' comments regarding the financial implications for the Council, the Acting Head of Service stated that a further report on this matter would be brought back to Committee as soon as information was received from the Department. Members urged that, in forthcoming meetings with the Department, it be stressed that a financial contribution should be provided to councils to assist in delivering this service that the Department was making mandatory.

3.2 Kerbside Waste Collection Equality Consultation Report (00:10:15)

It was proposed by Councillor P Catney, seconded by Alderman J Baird and agreed to recommend that:

- (a) information in respect of the findings of the recent kerbside waste collection equality consultation be noted;
- (b) in light of the indication that DAERA intended to consult on waste collection in the near future, roll-out of the kerbside collection model be postponed pending such consultation; and
- (c) an additional report would be tabled at a future meeting of the Committee to reflect on any market and environmental changes over the past 12 months which would impact on implementation and delivery of a harmonised kerbside service.

3.3 Consultation on the Proposed Ban of the Manufacture, Supply and Sale of Wet Wipes Containing Plastic (00:26:04)

Members having been provided with a copy of a response that had been submitted on 25 November, 2023 in respect of the above consultation, it was proposed by Councillor A McIntyre, seconded by Alderman J Baird and agreed to recommend that retrospective approval be given to this response.

3.4 Eco Schools Request for Financial Support 2024/25 (00:28:48)

Members having been provided with information in respect of the above matter, it was proposed by Alderman J Baird, seconded by Councillor A McIntyre and agreed to recommend that support for the Eco Schools Programme be approved for the 2024/25 year, at a cost of £10,942 (option 1).

4. Report by the Acting Head of Service (Environmental Health, Risk and Emergency Planning) (00:32:59)

4.1 Private Tenancies Act (NI) 2022 (00:33:11)

Further to information provided in the Officer's report, it was proposed by Councillor A McIntyre, seconded by Councillor P Catney and agreed to recommend that approval be given to:

- (a) the response prepared by Officers in respect of the technical matters of the consultation of Section 8 and Section 10 of the Private Tenancies Act (NI) 2022; and
- (b) the fixed penalty level offence amount at £500 for the Smoke, Heat and Carbon Monoxide Alarm Regulations (NI).

5. Confidential Report by the Acting Director of Environmental Services

The Chairman, Councillor C McCreedy, advised that the confidential report items would be dealt with "In Committee" due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

"In Committee"

It was proposed by Councillor J Laverty, seconded by Councillor A McIntyre, and agreed that the following matters be considered "in committee", in the absence of members of the press and public being present.

5.1 Christmas Car Parking (Report, minus appendix 1, will be made available after ratification)

It was proposed by Councillor G Hynds, seconded by Councillor A McIntyre and agreed to recommend that:

- (a) confirmation be given to the previous agreement of free of charge off-street car parking each Saturday in December, each year, in Lisburn City Centre and Royal Hillsborough; and
- (b) approval be given to free of charge off-street car parking on Saturdays in January 2024 in Lisburn City Centre and Royal Hillsborough with Officers reporting back to a future meeting of the Committee regarding baseline evidence that local businesses benefited from this additional offering.

5.1 Christmas Car Parking (Contd)

During discussion of this matter, the Acting Director of Environmental Services took note of Members' concerns regarding potential misuse of the free of charge off-street car parking and agreed to liaise with the Head of Service (Economic Development) in relation to how the use of off-street car parks could best be monitored.

The Head of Service (Economic Development) left the meeting (6.28 pm).

5.2 Estimates Process – Directorate Update (Report will never be made available – final estimates will be released)

The Chief Executive left, and rejoined, the meeting during consideration of this item of business (6.47 pm and 6.52 pm respectively).

During lengthy discussion in relation to the estimates, Members' queries were addressed by Officers and:

- the Acting Director of Environmental Services agreed to provide information to Councillor M McKeever in respect of the 'Capital Allocation' and 'Transfer to/from Other Funds' sections;
- Councillor A McIntyre agreed to email the Acting Director of Environmental Services a number of questions for response;
- the Acting Director of Environmental Services agreed to respond at a later stage to queries raised by Councillor P Kennedy regarding arc21 landfill tax and gate fee; and
- Members requested that, in future estimates reports, a column be provided showing the previous year's actual expenditure and also a narrative for each of the cost codes. The Acting Director of Environmental Services stated that it was important to have consistency across all committees and agreed to raise this matter with the Corporate Management Team.

It was proposed by Alderman J Tinsley, seconded by Councillor P Catney and agreed to recommend that progress on the estimates for 2024/25 be noted and any further assumptions to be applied to the final draft of the estimates be approved.

5.3 Tender for the Provision of a Haulage Service for Residual and Green Wastes from Council Household Recycling Centres (Redacted report will be made available following Council approval)

It was proposed by Alderman J Baird, seconded by Alderman J Tinsley and agreed to recommend that retrospective approval be given to the award of the above tender, as outlined in the Acting Director's report.

5.4 Tender for the Collection, Transportation, Recycling and/or Recovery of Mattresses from Council Household Recycling Centres
(Redacted report will be made available following Council approval)

It was proposed by Alderman J Baird, seconded by Alderman J Tinsley and agreed to recommend that retrospective approval be given to the award of the above tender, as outlined in the Acting Director's report.

5.5 Flooding – Support for Businesses
(Report will be made available following ratification by Council)

Councillor P Catney left the meeting during consideration of this item of business (7.18 pm).

It was proposed by Councillor J Lavery, seconded by Councillor G Hynds and agreed to recommend that approval be given to the payment outlined in the Acting Director's report to the two businesses deemed to be eligible and for the Council to recoup these support payments from the Department for the Economy.

Councillor J Lavery placed on record his appreciation to all involved in carrying out property inspections and the processing of claims and asked that his sentiments be conveyed to relevant staff. A number of other Members concurred with Councillor Lavery's comments.

At this stage, the Chairman, Councillor C McCready, asked if there was any other business of a confidential nature and the following matter was raised:

5.6 Multiple Dog Walking
Councillor J Lavery

Councillor P Catney returned to the meeting during consideration of this item of business (7.21 pm).

The Acting Head of Service (Environmental Health, Risk and Emergency Planning) took note of concerns raised by Councillor J Lavery regarding people walking multiple dogs at one time and his request to ascertain what approach the other 10 councils took to this matter.

Resumption of Normal Business

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

6. Any Other Business (00:35:14)

6.1 Person Taking Wood from Blaris Cemetery (00:35:18)
Chairman, Councillor C McCready

The Chairman, Councillor C McCready, stated that it had been brought to his attention that someone had been cutting down trees in Blaris Cemetery and taking the wood for their own use. The Head of Service (Environmental Health, Risk and Emergency Planning) advised that this was within the remit of the Parks and Amenities Unit. However, she was aware of the matter and confirmed that the person had been identified and spoken to.

6.2 Free Car Parking (00:36:08)
Councillor G Hynds

Councillor G Hynds proposed that Officers investigate the costs associated with providing free of charge 1 or 2 hour off-street parking in Lisburn City Centre and Royal Hillsborough all year round, as well as consulting with businesses and residents on this matter. This would encourage residents to shop in the area and support local businesses. Alderman J Tinsley stated that he would support Officers investigating costings in the first instance. He stated that it had already been agreed to gather evidence that local businesses benefited from the free parking on Saturdays in December and January (item 5.1 refers). Councillor Hynds having stated that he was content with Alderman Tinsley's suggestion that a report on costs be prepared in the first instance before any consultation, this was agreed. The Acting Director of Environmental Services pointed out that the Council needed to ensure it was not using its resources in a way that may inhibit the services provided by third parties who charged for parking.

There being no further business, the Chairman wished everyone a Happy Christmas and New Year. He thanked them for their attendance and the meeting concluded at 7.35 pm.

Chairman

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Regeneration & Growth Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Thursday 7th December, 2023 at 5.30 pm****PRESENT IN THE CHAMBER:**

Councillor J Lavery BEM (Chairperson)

Councillor T Mitchell (Vice Chairperson)

Aldermen J Baird, A G Ewart MBE, A Grehan

Councillors P Burke, K Dickson, U Mackin, A Martin, C McCready and N Parker

PRESENT IN REMOTE LOCATION:Aldermen M Gregg, M Guy and S P Porter
Councillor J Gallen**OTHER MEMBERS:**In Chamber:

Councillor G Hynds

IN ATTENDANCEDirector of Regeneration & Growth
Director of Organisation Development & Innovation
Head of Economic Development
Head of Planning & Capital Development
Head of Portfolio, IT & Commercialisation (Acting)
Member Services Officers (BS and EW)
IT Officer**Commencement of Meeting**

The Chairperson, Councillor J Lavery, extended a welcome to all present at the December meeting of the Committee and advised that the meeting was being audio recorded unless the item was being considered under confidential business.

At this point in proceedings, the Member Services Officer read out the names of the Elected Members in attendance at the meeting.

The Chairperson asked that any Member entering or leaving the meeting advise the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

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

The Vice Chairperson, Councillor T Mitchell, Councillor U Mackin and Councillor G Hynds entered the meeting at 5.33 pm.

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful the Mayor, Councillor A Gowan.

Alderman A Grehan entered the meeting at 5.35 pm.

2. Declarations of Interest

There were no Declarations of Interest made at this point in the meeting.

Alderman A Grehan submitted a completed Declaration of Interest form in respect of agenda item 6.2 Grove Activity Centre – Community Asset Transfer in view of her volunteer work with the organisation concerned.

3. Report by Director of Regeneration & Growth

3.1 Draft Community Asset Transfer Policy and Draft Acquisition and Disposal of Land and Property Assets Policy

The Committee had been furnished with a report outlining the background and key issues in connection with the public consultation relating to the above-mentioned two policies.

It was noted that one notable response had been received in respect of the Acquisition and Disposal of Land and Property Assets Policy on behalf of the Department for Communities (DfC) as outlined in the report. The Director advised that the response from DfC had been included as an amendment to the policy.

The Committee had been provided with copies of the consultation reports as well as a copy of the draft Community Asset Transfer policy and the amended draft policy on Acquisitions and Disposal of Land and Property Assets Policy.

The Director responded to questions from the Committee in regard to the Community Asset Transfer Policy during which he elaborated on a possible partnership agreement with a Government Department, the importance of obtaining best value for public assets and governance and audit related issues.

It was proposed by Councillor U Mackin, seconded by Alderman A Grehan, and agreed to recommend that the draft Community Asset Transfer Policy and the amended draft Policy for the Acquisition and Disposal of Land and Property Assets be approved, it being noted that the consultation reports and the policies would be advertised on the Council's website.

4. Report by Head of Economic Development

4.1 Decorative Lighting for Gateway Alleyways – Lisburn City Centre

The Head of Economic Development outlined the background and key issues in connection with the Mayoral Umbrella Project which had been progressed through the previously agreed Awakening the Gateways initiative and which had been funded through the Department for Communities. This project had been in place during the spring and summer months.

The report also detailed the proposal to install decorative lighting using the already installed catenary wires in the form of either festoon lighting or a 'sky' canopy which would complement the lighting in place for the festive period. Once installed the lighting would be a permanent fixture which could be used across the seasons. The estimated cost of the lighting and installations was in the region of £16,000 for three alleyways (Haslems Lane, Graham Gardens and McKeown Street).

The Head of Economic Development responded to questions from the Committee in connection with the proposed time frame for the above project and also the option of having a more permanent feature going forward.

The Head of Planning & Capital Projects entered the meeting at 5.46 pm.

It was proposed by Councillor N Parker that the recommendation as outlined in the report to install decorative lighting to animate the alleyways at an estimated cost of £16,000 be not approved but that the matter be referred back in order that Officers come forward with proposals for a more permanent feature.

Alderman J Baird raised the issue of funding for this project from DfC, and should this still be the case, proposed that the Officer's recommendation be accepted.

Alderman A Grehan supported the proposal by Councillor N Parker.

Having taken account of further comments by the Head of Economic Development, Alderman J Baird withdrew his proposal.

The proposal in the name of Councillor N Parker was put to the meeting and agreed; namely, that the Officer's recommendation to install decorative lighting to animate the alleyways at an estimated cost of £16,000 be not approved and that a report be presented to a future meeting of the Committee outlining proposals for a more permanent feature for decorative lighting of the alleyways.

Alderman A G Ewart entered the meeting at 5.51 pm.

4.2 Dublin Belfast Economic Corridor (DBEC) Collaboration and Funding Agreement

The Head of Economic Development outlined the background and key issues in connection the Dublin Belfast Economic Corridor (DBEC) the aim of which was to explore the development of a regional proposition for economic growth. The DBEC Strategy and Action Plan had been presented to the Council in March 2023 and following agreement by all eight partner Councils of both documents a joint draft Collaboration & Funding had been prepared, a copy of which had been appended to the Officer's report.

The Head of Economic Development elaborated on the Collaboration and Funding agreement.

The Director of Regeneration & Growth and the Head of Economic Development responded to questions from the Committee in connection with the role of the lead Council of the DBEC initiative and also the purpose of the initiative which was to improve connectivity and encourage innovation in a collaborative way for the benefit of the ratepayers.

It was proposed by Councillor U Mackin, seconded by Alderman J Baird, and agreed to recommend that the Dublin Belfast Economic Corridor Draft Collaboration and Funding Agreement be approved.

5 Report of Director of Organisation Development & Innovation

5.1 BRCD Update and Strategic Investment Board Resource Assistance

The Director of Organisation Development & Innovation's report outlined the background and key issues in connection with the Belfast Region City Deal initiative. The report detailed projects currently being led by Lisburn & Castlereagh City Council Officers, namely:

- a) the £26m Destination Royal Hillsborough City Deal Investment project, and
- b) capital-based programmes that would utilise external funding streams principally to develop employability and skills opportunities as a consequence of BRCD investment.

The Committee had been furnished with a summary of progress with the wider BRCD Programme for Funding.

At the outset the Chairperson, Councillor J Lavery, extended a welcome to the Director of Organisation Development & Innovation and the Head of Portfolio, IT & Commercialisation (Acting) to the meeting who were in attendance in order to present to the Committee on the BRCD Programme.

5.1 BRC D Update and Strategic Investment Board Resource Assistance (Cont'd)

With the aid of PowerPoint the Director of Organisation Development & Innovation made her presentation during which she provided an overview of the BRC D initiative. She also highlighted and elaborated on the following:

- the four pillars of funding (Digital & Innovation, Regeneration & Tourism, Infrastructure and Employability & Skills)
- Governance structure
- LCCC Governance which included a Members' Forum represented by the Chairperson of the Regeneration & Growth Committee, Councillor J Laverty, the Vice Chairperson, Councillor T Mitchell, Alderman A G Ewart and Councillor G Thompson
- key focus areas (Tourism & Regeneration, supporting Economic Growth, and links to the Private Sector)
- Destination Royal Hillsborough
- wider initiatives/projects led by the two universities
- progress of LCCC in relation to Destination Royal Hillsborough's public realm, the Labour Market Partnership, the DBEC initiative and the Digital Growth Transformation Fund

At the conclusion of the presentation the Director discussed the three posts that had been identified to support delivery of the Council's City Deal projects, which were located with the Portfolio Office; namely,

- Programme Co-ordinator (a replacement had been seconded for a period of 12 months from January 2024),
- Project Officer, and
- Project Support Officer

The Director reported that the Council required interim support from the Strategic Investment Board (SIB) to assist the Project Officer and Project Support Officer in progressing key areas as outlined in the report for the next 2-3 months.

The Director of Regeneration & Growth, the Director of Organisation Development & Innovation and the Head of Planning & Capital Development responded to a number of questions from Members in regard to:

- a) timeframes for a planning-related matter and the award of a contract for funding,
- b) negotiations with DfI Roads on the public realm in Royal Hillsborough,
- c) the transport plan for Hillsborough,
- d) car parking in Hillsborough. The Director of Regeneration & Growth gave an assurance that a report would come forward to the Committee in the near future on the matters raised.

5.1 BRC D Update and Strategic Investment Board Resource Assistance (Cont'd)

- e) the processing of planning applications for new business seeking to set up in the Council area. The Head of Planning & Capital Development elaborated on a number of issues in relation to the requirement to consider all planning applications in line with current planning policy and the Local Development Plan. He also stated that planning applications were considered on a case-by-case basis, and
- f) the most appropriate funding source for the SIB support.

The Vice-Chairperson, Councillor T Mitchell, left the meeting at 6.18 pm and returned again at 6.21 pm.

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

- a) the progress across the BRC D Programme be noted, and
- b) the appointment of the interim SIB resources to assist the Council in moving forward the BRC D Destination Royal Hillsborough programme, in line with the terms and conditions as set out in the Contract for Funding, be agreed.

6. Any Other Business

6.1 Information & Noting Schedule – December 2023

The Chairperson, Councillor J Laverty, drew Members' attention to the following items which had been included in the Information & Correspondence Schedule this month:

- the positive outcomes of the Labour Market Partnership Action Plan Year 1 interim outcome report
- Council's Tourism Strategy 2024/2029. The Chairperson advised that a workshop on the Council's Tourism Strategy would take place at the conclusion of the January meeting of the Committee.
- correspondence from the Department of the Economy regarding the monitoring of performance in relation to the NI Business Start-Up Programme showing this Council having exceeded the statutory jobs target. The Chairperson welcomed the fact that Lisburn & Castlereagh City Council had exceeded its target of 85 new jobs, having created 113 new jobs in the Council area. He expressed thanks and appreciation to the Head of Economic Development and his team for their efforts thereon.

6.2 Update on the Light Festival

The Chairperson, Councillor J Laverty, provided feedback to date on the Light Festival. He reported over 5,000 people had attended on one of the key nights this year which was well in excess of the number in attendance at last year's event. He encouraged Members to take time to walk round the various areas of the Light Festival.

6.3 Flooding Update – Local Businesses

The Chairman, Councillor J Laverty, expressed thanks to the Head of Economic Development and his team for their efforts in assisting local businesses following recent flooding.

6.4 Local Business Updates

The Chairperson, Councillor J Laverty, wished to highlight the following in connection with two local businesses:

- a) Andrew Ingredients who continue to succeed, and who were appreciative of the support that the Council offered, and
- b) Sonas Co-op who had recently become established in the City Centre. The Chairperson wished Sonas every success for the future.

The Chairperson asked that the thanks of the Committee be conveyed to the Officers concerned, including the staff from Lisburn City Centre Management, who had worked closely with both businesses.

7. Confidential Report from Director of Regeneration & Growth

The Chairperson advised that the Confidential report items were confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

In Committee

It was proposed by Alderman A G Ewart, seconded by Alderman J Baird, and agreed that the Confidential Reports be considered "in Committee" in the absence of press or members of the public. The audio recording was paused at this stage in proceedings (6.38 pm).

The Director of Organisation Development & Innovation and the Head of Portfolio, IT and Commercialisation (Acting) left the meeting at 6.38 pm.

7.1 Estimates Process – Update

The Director of Regeneration & Growth presented his report and drew the Committee's attention to a number of significant issues that would impact the budget estimates for 2024/2025, including:

- restructuring that had been completed in the Planning Unit for which the estimates needed updated
- major projects in connection with the BRCD initiative
- human resource vacancies that affected a number of Units across the Directorate
- Planning function issues relating to legal challenges

The Director and the Head of Economic Development responded to questions on a number of key issues arising from the report during which they made a number of comments in connection with regeneration and revitalisation of the City Centre.

Alderman M Guy left the meeting at 6.50 pm.

Councillor G Hynds left the meeting at 7.08 pm.

Councillor P Burke left the meeting at 7.15 pm and returned at 7.17 pm.

Following discussion the Director undertook to:

- a) bring forward an update report on the investment in and regeneration of the City Centre in February 2024, and
- b) write to the Head of Rates and Policy Division, Department for Communities, on the issue of rates incentives for the high street.

The Chairperson, Councillor J Laverty, assured the Committee that their comments would be fed back to the Corporate Management Team.

It was agreed to recommend that the progress on the estimates for 2024/2025 be noted.

7.2 Grove Activity Centre – Community Asset Transfer

The Director of Regeneration & Growth outlined the background and key issues in connection with the pilot study of the disposal of the Grove Activity Centre by way of a Community Asset Transfer and the subsequent development of a draft CAT policy.

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

- a) the asset be deemed surplus to requirements for delivery of direct Council services
- b) the community asset transfer be finalised and that the draft heads of terms to be presented to the applicant on a 'subject to' basis be approved, as outlined in the report,

7.2 Grove Activity Centre – Community Asset Transfer (Cont'd)

- c) in the circumstances that the proposed tenancy agreement does not proceed, an options appraisal be undertaken and presented to the Committee for consideration, and
- d) given the sequencing of policy development and the pilot, the processes aligned to the draft CAT policy as far as reasonably practicable, be regularised.

Alderman A Grehan left the meeting at 8.13 pm.

7.3 General Estates Matters

The report by the Director of Regeneration & Growth outlined the background and key issues in relation to general estates matters.

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

- a) the removal of the registered burden on the land between 140 and 142 Dromore Road, Hillsborough, be agreed,
- b) the installation of a new access gates and adjoining pathway between St Joseph's Primary School and Castle Gardens be agreed,
- c) appropriate disposal and access agreements to facilitate the construction of a bridge linking Baronsgrange and Carryduff Park in line with the development agreement emanating from the planning process, be approved, and
- d) the information regarding the open space adjacent to Ashmount Gardens be noted a report be brought to a future meeting of the Community & Wellbeing Committee in due course.

7.4 Business Case for Renewal of Power Washing Contract

It was proposed by Alderman J Baird, seconded by Councillor N Parker, and agreed to recommend that a new tendering procurement exercise be undertaken to award the new Power Washing contract when the current contract expired, and that the new contract be awarded to the lowest economically advantageous tender that met Lisburn and Castlereagh City Council's tendered criteria.

8. Any Other Confidential Business

8.1 Flooding in Dromara Councillor Uel Mackin

At the request of Councillor U Mackin, the Director of Regeneration & Growth updated the Committee in relation to the applications to the Council via the Emergency Financial Assistance Scheme in the event of flooding. The Head of Economic Development also addressed the Committee in regard to this matter.

Resumption of Normal Business

It was proposed by the Vice Chairperson, Councillor T Mitchell, seconded by Alderman J Baird, and agreed to come out of Committee and normal business was resumed.

9. Verbal Matters

9.1 Royal Hillsborough and Dundonald Christmas Markets Chairperson, Councillor J Laverty

The Chairperson reminded Members of the undernoted dates for this year's Christmas Markets:

- Royal Hillsborough Market which was taking place the following evening, Friday, 8th December from 3.00 pm – 8.00 pm, and
- Dundonald Christmas Market on Thursday, 14th December from 4.00 pm.

Conclusion of Meeting

The Chairperson thanked everyone for their attendance and wished everyone compliments of the season.

There being no further business for consideration the meeting was concluded at 8.30 pm.

Chairperson

(S) C&W 12 12 2023

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Special Meeting Communities and Wellbeing Committee held in the Island Civic Centre and via Zoom on Tuesday 12th December 2023 at 6.00 pm.**

- PRESENT:** Councillor T Beckett (Chairperson)
- The Right Worshipful the Mayor, Councillor A Gowan
- Aldermen A Grehan, S P Porter; Councillors D Bassett, R Carlin, D J Craig, B Higginson, S Lowry and A McIntyre.
- PRESENT REMOTELY:** Deputy Mayor Councillor G McCleave; Alderman S Skillen, Councillors N Eaton, J Gallen, T Mitchell and G Thompson.
- ALSO ATTENDED:** Councillors S Burns (Zoom), K Dickson (Zoom), P Catney (Zoom) A Givan (Zoom) G Hynds, C Kemp (Zoom), P Kennedy (Zoom, J Lavery (Zoom) U Mackin, A Martin, M McKeever (Zoom) N Parker (Zoom) and Alderman J Tinsley.
- IN ATTENDANCE:** Chief Executive
 Director of Leisure and Community Wellbeing
 Director of Finance and Corporate Services
 Director of Regeneration and Growth
 Head of Finance
 Head of Planning and Capital Development
 Capital Programme Manager
 Capital Accountant
 Member Services Officers (BF and EW).

1. Apologies

Apologies were reported on behalf of Aldermen O Gawith and H Legge.

2. Declarations of Interest

None.

3. Confidential Report of the Director of Leisure and Community Wellbeing

The Chairperson advised that the following matter was confidential by virtue of the Section 6, Part 1, of the Local Government Act (2014) Northern Ireland, specifically since the information related to the financial or business affairs of any person (including the council holding that information).

It was moved by The Right Worshipful the Mayor, Councillor A Gowan, seconded by Councillor D J Craig and agreed that the confidential report of the Director of Leisure and Community Wellbeing be considered 'in committee', in the absence of members of the press and public.

(S) C&W 12 12 2023

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3.1 Dundonald International Ice Bowl – Award of Tender

Further to the decision of the Council of 26th September, the Committee considered an addendum to the Full Business Case which had been endorsed at the foregoing meeting. The Director of Leisure and Community Wellbeing outlined the principal aspects of a report which gave an overview of the anticipated costs for the project, together with an overview of the risk management processes and the staffing structures that would be in place to support the development.

On behalf of the SDLP and Sinn Fein party groups, both Councillor J Gallen and Councillor R Carlin placed on the record their opposition to the development and outlined several concerns in this regard.

At the request of Alderman S P Porter, it was agreed to note the revenue considerations, of the costs incurred to date.

At the request of Councillor R Carlin, in accordance with Standing Order 20.5, a recorded vote was taken.

Moved by Alderman S Skillen,
Seconded by Councillor S Lowry

That the Committee agrees to adopt the recommendations as set out within the report of the Director of Leisure and Community Wellbeing.

Twelve Members voted in favour of the proposal and four against and it was declared carried.

In favour: Councillor R T Beckett, Alderman A Grehan, Alderman S P Porter, Alderman S Skillen, Councillor A P Ewing, The Right Worshipful the Mayor, Councillor A Gowan, Councillor D J Craig, Councillor N Eaton, Councillor B Higginson, Councillor S Lowry, Councillor G Thompson, Councillor A McIntyre (12)

Against: Councillor D Bassett, Councillor R Carlin, Councillor J Gallen and Deputy Mayor Councillor G McCleave (4)

4. Resumption of Normal Business

It was moved by Councillor D J Craig, seconded by Councillor A McIntyre, and agreed that normal business be resumed.

The meeting ended at 6.44 pm.

Chairperson

CSC 13.12.2023

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 13th December 2023 at 6.00 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Alderman O Gawith (Chair)
 Councillor A Ewing (Vice-Chair)
 Aldermen A Ewart MBE, M Guy and H Legge
 Councillors K Dickson, N Eaton, B Higginson and U Mackin

PRESENT IN A REMOTE LOCATION (COMMITTEE):

Councillors P Burke and C Kemp

OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER

Alderman A Grehan
 Councillor G Hynds

IN ATTENDANCE:

Chief Executive (Remote)
 Director of Finance & Corporate Services
 Director of Organisation Development & Innovation
 Director of Regeneration & Growth
 Head of Finance
 Head of Human Resources & Organisation Development
 Administration Manager
 Acting Member Services/PCSP Manager
 Member Services Officers (RN & CH)

Commencement of Meeting

The Chair welcomed those present to the meeting and advised that it would be audio recorded unless the item on the agenda was to be considered under confidential business.

The 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 Chair stated that unauthorised recording was not permitted, as per 8.5 of the Council's Standing Orders. The Chair also reminded everyone to ensure that mobile phones were turned off or on silent mode for the duration of the meeting.

The Director of Finance & Corporate Services proceeded to outline the evacuation procedures in the case of an emergency. Finally, the Chair asked that any Member entering or leaving the meeting alert the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

Councillor N Eaton entered the Chamber during the housekeeping announcements. (6.02 pm)

1. Apologies (00:02:47)

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful The Mayor, Councillor A Gowan; the Deputy Mayor, Councillor G McCleave; Councillors T Beckett, R Carlin, A Givan and The Hon N Trimble; and the Head of Corporate Communications & Administration.

2. Declarations of Interest (00:03:43)

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

There were no Declarations of Interest.

3. Report of Director of Regeneration & Growth (00:04:30)

3.1 Amendment to the Protocol for the Operation of the Planning Committee (00:04:40)

In addition to the narrative report, the Protocol for the Operation of the Planning Committee had been provided.

At its meeting held on the 9th October 2023, the Planning Committee had asked that – in the interest of openness and transparency – all votes at meetings of the Planning Committee be recorded.

It was proposed by Councillor K Dickson, seconded by Alderman A Ewart and agreed to recommend that the Protocol for the Operation of the Planning Committee be amended to state that – except where a decision on a planning application is unanimous – a recorded vote be taken.

4. Report of Head of Corporate Communications & Administration (00:06:00)

4.1 Veterans' Awards Dinner – 25th October 2023 (00:06:25)

In the absence of the Head of Corporate Communications & Administration who had presented an apology for non-attendance at the meeting, her report was presented by the Acting Member Services/PCSP Manager.

In addition to the narrative report, a copy of an e-mail received on the 5th October 2023 from Veterans Awards Ireland advising that a number of individuals from the Council's area had been shortlisted for an award had been provided.

It was proposed by Alderman A Ewart, seconded by Councillor B Higginson and agreed to recommend that approval for the attendance of Members at the Veterans' Awards Dinner in Belfast on the 25th October 2023 be approved on a retrospective basis.

It was noted that – going forward – this event would be considered as part of the annual programme of Council events.

Alderman H Legge entered the Chamber during presentation of this item of business. (6.10 pm)

5. Report of Head of Finance (00:07:27)

5.1 Department of Finance – Consultations (00:07:38)

The narrative report related to the undernoted consultations which had been received from the Department of Finance, with copies of the consultations being also provided:-

- “Financial context for revenue raising consultations”. (Closing date: 17th January 2024)
- “Domestic Rating Measures”. (Closing date: 13th February 2024)
- “Non-Domestic Rating Measures”. (Closing date: 13th February 2024)

5.1 Department of Finance – Consultations (Continued)

In regard to the consultations, it was noted and agreed that:-

5.1.1 “Financial context for revenue raising consultations” (Closing date: 17th January 2024)

- NILGA would be submitting a response further to a consultation event on the 14th December 2023;
- there was a likelihood that political parties would be submitting responses at a NI level;
- the Head of Finance had invited comments from Members by the 18th December 2023 with the intention of a draft submission – if applicable - being presented to the Committee on the 10th January 2024. In order to satisfy the closing date of the 17th January 2024, the Head of Service had recommended that delegated authority be sought from the Council on the 19th December 2023 for the Committee to agree – if applicable – any Council submission to this consultation.

5.1.2 “Domestic Rating Measures” and “Non-Domestic Rating Measures” (Closing date: 13 February 2024)

- there was a likelihood that political parties would be submitting responses at a NI level;
- the Head of Finance had invited comments from Members by the 18th December 2023 with the intention of proposed submissions – if applicable - being presented to the Committee on the 10th January 2024 with the ratified submissions being submitted to the Department of Finance by the closing date of the 13th February 2024.

5.1.3 Decision

In regard to the three consultations referred to above, ie “Financial context for revenue raising consultations”; “Domestic Rating Measures”; and “Non-Domestic Rating Measures”, it was agreed on a Proposal made by Councillor U Mackin and seconded by Alderman M Guy that a letter be sent to the Permanent Secretary at the Department of Finance welcoming the consultation process and thanking him for the opportunity to make responses to the consultations but advising that the Council:-

- would not be making submissions at this point in time as it considered that it was not in receipt of sufficient information to make meaningful responses;
- may be willing to engage at some point in the future if it were in receipt of sufficient and meaningful information to make responses.

6. Report of Head of Human Resources & Organisational Development
(00:15:31)

6.1 Workforce Reports (00:15:43)

Reports on the undernoted topics in relation to Council staff across all Departments had been provided with the report and their contents duly noted.

- Attendance Management Report for period ended 30th September 2023;
- Recruitment reports – (i) Advert & Selection; and (ii) Appointments;
- Workforce Profile.

The Head of Service responded to Members' questions and:-

- advised that information from the NI Audit Office regarding the performance of all NI councils for attendance/absenteeism was awaited and should be available for inclusion in the next quarterly report;
- noted comments that the term "Pregnant exc Maternity Leave" as a reason for sickness would be more appropriate if termed "Pregnancy Related Illness". The former term was however that used by the NI Audit Office.

7. Any other Business – Non-Confidential (00:28:06)

7.1 Maintenance works at Lagan Valley Island (00:28:18)
Alderman A Ewart

Alderman A Ewart referred to the number of maintenance works which were outstanding at the Lagan Valley Island building, particularly those in regard to heating and water infiltration.

The Director of Regeneration & Growth responded to such concerns, advising that a number of defects could be attributed to the age of the building. The Director outlined remedial measures which were underway and advised that other remedial schemes would be presented within the Capital Programme.

8. Confidential Report from Director of Finance & Corporate Services (00:34:04)

The Chair asked that - in line with Item 5.15 of the Protocol and Etiquette for attending meetings on a remote basis – those Members attending the meeting on a remote basis ensure that the meeting could neither be seen nor heard by any other person at those remote locations.

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

8.1 Report on Tender Award

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

Redacted report to be available following ratification and signing of contract.

8.2 Standing Orders – Local Government (Standing Orders) Regulations (NI) 2016

(Confidential for reason of information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.)

Redacted report to be available following Council ratification.

8.3 Event Booking System – Financial Appraisal

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

Redacted report to be available on 1st November 2024.

8.4 Provision of Catering at Lagan Valley Island

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

Redacted report to be available in February 2025.

8.5 Management Accounts – Period 7 of 2023/2024

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

Redacted report to be available following Council ratification on 19th December 2023.

8.6 Estimates 2024/2025 – Updated position at corporate level

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

Report will never become available. (Final estimates will be released.)

8.7 Estimates 2024/2025 – Directorate Update

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

Report will never become available. (Final estimates will be released.)

8.8 Consolidated Scheme of Allowances payable to Councillors
(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information)).

Redacted report to be available following Council ratification on 19th December 2023.

In Committee (00:34:56)

It was proposed by Councillor A Ewing, seconded by Alderman A Ewart and agreed that the Confidential Report of the Director be considered "in Committee". (Recording was paused at this stage in proceedings.)

Chairman

The Chair of the Committee, Alderman O Gawith, advised that it was necessary for him to leave the meeting and that the Vice-Chair, Councillor A Ewing, would conduct the remainder of the business before the Committee.

Alderman Gawith wished those present a Happy Christmas and a Prosperous New Year, and left the Chamber at 6.38 pm.

The Vice-Chair, Councillor A Ewing, took the Chair and conducted the remainder of the business before the Committee. (6.38 pm)

8.1 Report on Tender Award

Presented by the Director of Regeneration & Growth.

The Director commented on the tender before the Committee for consideration.

It was proposed by Alderman H Legge, seconded by Councillor N Eaton and agreed to recommend that the tender awarded in regard to the undernoted contract, together with the attendant tender report, be noted:-

- Planned Preventive Maintenance Inspections of Water Features.

It was further agreed to recommend that the signing and sealing of the Tender document be approved.

The Director of Regeneration of Growth left the Chamber at the conclusion of this item of business. (6.42 pm)

8.2 Standing Orders – Local Government (Standing Orders) Regulations 2016
(Extended closing date: 5th January 2024)

In the absence of the Head of Corporate Communications & Administration, her report was presented by the Acting Member Services/PCSP Manager.

In addition to the narrative report, the following documents had been provided:-

- letter dated the 31st October 2023 from the Department for Communities seeking comments on the Standing Order regulations with particular focus on the operation of the “call-in” procedure;
- a schedule of the call-ins managed by the Council in recent years.

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

- the comments as set out in the report in regard to the following points be submitted to the Department for Communities by the extended closing date of the 5th January 2024:-
 - Timelines;
 - Ad Hoc Committees.
 - Section 41 (1) (a);
 - Section 41 (1) (b).
- any further comments which Members might wish to make be submitted to the Acting Member Services/PCSP Manager by the 18th December 2023. (Councillor G Hynds advised of comments on the transparency of the call-in process which the Acting Member Services/PCSP Manager agreed to note for inclusion.)

The final response in regard to this matter would be included within the Finance & Corporate Services’ Information & Correspondence Schedule for January 2024.

8.3 Event Booking System – Financial Appraisal

In the absence of the Head of Corporate Communications & Administration, her report was presented by the Administration Manager.

In addition to the narrative report, Members had been provided with the following documents in regard to the provision of an events booking system for Lagan Valley Island and the Island Arts Centre:-

- Preliminary Expenditure Application;
- Business Case;
- Equality Screening document.

8.3 Event Booking System – Financial Appraisal (Continued)

It was proposed by Alderman A Ewart, seconded by Councillor U Mackin and agreed to recommend that – having considered the Preliminary Expenditure Application and Business Case – a procurement exercise for the provision of an event booking system at Lagan Valley Island and the Island Ars Centre be approved so as to allow for a new event management booking system to be implemented by the 1st November 2024.

8.4 Provision of Catering at Lagan Valley Island

In the absence of the Head of Corporate Communications & Administration, her report was presented by the Administration Manager.

In addition to the narrative report which provided an update in regard to the provision of catering at Lagan Valley Island, a Single Tender Action Report was also provided. The STA was required to carry the current catering service to the 31st October 2024.

The Director of Finance & Corporate Services elaborated on the challenges which putting in place a suitable arrangement for the catering service at Lagan Valley Island posed. The Director also responded to a number of questions posed by Members.

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

- the Single Tender Action for the current catering contractor up to the 31st October 2024 at the value as set out in the report be approved;
- a new business case for the provision of a longer-term catering arrangement at Lagan Valley Island be presented to the Committee in due course, likely in February 2024.

Alderman A Ewart left the Chamber at the conclusion of this item of business. (7.15 pm)

8.5 Management Accounts – Period 7 of 2023/2024

Presented by the Head of Finance.

The Management Accounts for the period ending the 31st October 2023, together with an extensive narrative report by way of explanation, were noted.

8.6 Estimates 2024/2025 – Updated position at Corporate level

A progress report in regard to the 2023/2024 estimates' process at a corporate level was presented by the Head of Finance. The content of the progress report and the Head of Service's comments thereon were noted.

8.7 Estimates' Process – 2024/2025 within Finance & Corporate Services Directorate; Organisational Development & Innovation Directorate; and the Governance & Audit Unit

A progress report in regard to the 2024/2025 estimates' process within the Finance & Corporate Services Directorate; the Organisational Development & Innovation Directorate; and the Governance & Audit Unit was presented by the Director of Finance & Corporate Services. The Director and the Head of Finance responded to Members' questions.

The content of the progress report and the officers' comments thereon were noted.

Alderman A Ewart returned to the Chamber during the Director's presentation of this item of business. (7.22 pm)

Alderman Ewart left the Chamber again at 7.25 pm during the Director's presentation.

8.8 Consolidated Scheme of Allowances payable to Councillors

Presented by the Head of Finance.

The following documents had been provided with the report. Their contents were noted and agreed.

- the revised rates for Basic and Special Responsibility Allowance as outlined in Circular LG23/2023 and applicable from 1st April 2023;
- the Council's updated Scheme of Allowances Payable to Councillors for the period 1st April 2023 – 31st March 2024;
- the Council's updated Scheme of Allowances Payable to Councillors for the period 1st April 2024 – 31st March 2025.

9. Any Other Business – Confidential

There was no other confidential business raised.

Resumption of Normal Business

It was proposed by Councillor N Eaton, seconded by Alderman H Legge and agreed to come "out of Committee". Normal business and audio recording were resumed.

10. Any Other Business (00:35:12)

There were no further items raised.

At the conclusion of the meeting, the Acting Chair, Councillor A Ewing, wished those present a Happy Christmas and New Year.

The meeting concluded at 7.36 pm.

MAYOR/CHAIR

DRAFT

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Governance and Audit Committee held in the Council Chamber and Remote Locations on Thursday, 14 December, 2023 at 6:00 pm****PRESENT IN CHAMBER:**

Councillor R McLernon (Chairman)

Mr E Jardine (Independent Member and Vice-Chairman)

Alderman O Gawith

Councillors D J Craig, A P Ewing, A Givan, C Kemp, P Kennedy, M McKeever and A Martin

PRESENT IN REMOTE LOCATION:

Deputy Mayor, Councillor G McCleave

Alderman S P Porter

Councillors D Bassett, P Burke, S Burns and S Lowry

OTHER MEMBERS

Councillor G Hynds (remote)

IN ATTENDANCE:

Chief Executive

Director of Organisation Development and Innovation

Director of Finance and Corporate Services

Director of Leisure and Community Wellbeing

Director of Regeneration and Growth

Acting Director of Environmental Services

Head of Economic Development

Head of Planning and Capital Development (remote)

Head of Finance

Head of Human Resources and Organisation Development

Acting Head of Waste Management and Operational Services

Internal Audit Manager (remote)

Acting Emergency Planning, Corporate H&S, Risk & Business

Continuity Manager

Performance Improvement Officer

IT Officer

Member Services Officers

Northern Ireland Audit Office

Mr P Barr

Ross Boyd Accountants

Mr B Stewart (remote)

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Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor R McLernon, welcomed those present, in particular the external audit representatives – Mr P Barr and Mr B Stewart. He pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be audio recorded. In accordance with the Protocol for Remote Meetings, the Chairman asked those attending via zoom to ensure that the meeting could not be seen or heard by any other person at their remote location when confidential business was being considered.

At this point, the Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting.

The Chairman, Councillor R McLernon, asked that mobile phones be put on silent or switched off for the duration of the meeting. The Director of Organisation Development and Innovation outlined the evacuation procedures in the case of an emergency.

1. Apologies (00:02:29)

It was agreed to accept apologies for non-attendance at the meeting on behalf of The Right Worshipful the Mayor, Councillor A Gowan, and Councillor J Gallen.

2. Declarations of Interest (00:03:06)

There were no declarations of interest.

3. Report by Head of Finance (00:03:27)

3.1 Delegated Authority to Governance and Audit Committee for Annual Financial Statements (00:03:37)

It was proposed by Alderman O Gawith, seconded by Councillor A Givan and agreed to recommend that authority be delegated to special meetings of the Governance and Audit Committee for the purposes of:

- (a) noting the Council's Draft Annual Financial Statements in June each year; and;
- (b) approving the Council's Final Annual Financial Statements in September each year.

4. Report from the Performance Improvement Officer (00:04:38)

4.1 Compliments and Complaints Report – Quarter 2 2023/24 (00:04:48)

Members were provided with, and noted the contents of, a copy of a comparative report taken from the Council's Customer Care System detailing the number of comments, complaints and compliments in Quarter 2 of 2023/24.

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4.1 Compliments and Complaints Report – Quarter 2 2023/24 (Contd)

The Performance Improvement Officer pointed out that, in response to a request made by NIPSO to all councils, its logo would be removed from the Council's Customer Care Policy that had been approved by the Committee at its last meeting.

4.2 Performance Improvement Objectives, Case Studies & Associated KPIs – 2nd Quarter Review (00:06:15)

Members were provided with, and noted the contents of, a copy of:

- (a) a quarterly monitoring document (covering July – September 2023) on all projects that demonstrated improvement against the 2023/24 Performance Improvement Objectives, including the relevant Performance Improvement KPIs. An additional section was included detailing some case studies and customer feedback that had demonstrated improvement during Quarter 2 and
- (b) a report from the 'Performance Management System' detailing the Performance Improvement Key Performance Indicators (KPIs) for the period July – September 2023.

4.3 Service KPIs – Quarter 2 2023/24 All Directorates (00:08:38)

Members were provided with, and noted the contents of, a copy of reports detailing the Quarter 2 2023/24 KPIs for each directorate.

During discussion:

- (a) the Performance Improvement Officer agreed to include in future cover reports, information on how each KPI had performed against the previous quarter;
- (b) the Director of Regeneration and Growth gave an update on steps being taken by the Council to meet the regionally-set target of processing local planning applications within an average of 15 weeks; and
- (c) the Head of Human Resources and Organisation Development provided an update on steps being taken to reduce staff absence.

4.4 NI Audit Office – Audit and Assessment Report 2023/24 (00:25:03)

Members were provided with, and noted the contents of, a copy of the NI Audit Office Audit and Assessment Report 2023/24.

The Acting Head of Waste Management and Operational Services left the meeting at this point (6.25 pm).

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5. Report from the Acting Emergency Planning, Corporate H&S, Risk & Business Continuity Manager (00:26:49)

5.1 Corporate Risk Register (00:27:02)

The Acting Emergency Planning, Corporate H&S, Risk & Business Continuity Manager set out in her report, an update in respect of the quarterly review of the Corporate Risk Register. Members were provided with, and noted the contents of, a copy of the Corporate Risk Dashboard. A number of Members' queries were addressed by Officers, particularly in relation to Dundonald International Ice Bowl, cyber security and cemetery provision.

Alderman S P Porter left the meeting at 6.44 pm, as did the Head of Human Resources and Organisation Development, the Acting Emergency Planning, Corporate H&S, Risk & Business Continuity Manager and the Performance Improvement Officer.

6. Report from the Director of Regeneration and Growth (00:44:48)

6.1 LCCC Single Tender Actions Update (00:45:06)

The Head of Economic Development left the meeting during consideration of this item of business (6.46 pm).

The Chairman, Councillor R McLernon, thanked the Director of Regeneration and Growth for bringing this report forward, having been requested at a previous meeting. In his absence, Councillor J Gallen had also requested that his thanks be conveyed to the Director in this regard.

Members were provided with and, following responses to queries raised, noted the contents of an update in relation to single tender actions and the Council's continued improvement journey in this regard.

Prior to considering the confidential business on the agenda, the Chairman, Councillor R McLernon asked Members if they had any items of any other business. No Members had any matters to raise.

At this point, Mr P Barr, Northern Ireland Audit Office, explained that the Council's audit had been contracted out to the private firm of Ross Boyd Accountants. Mr B Stewart from Ross Boyd was in attendance at the meeting via zoom. A representative from the company would also be in attendance at future meetings, in addition to the NIAO representative.

The Director of Regeneration and Growth and the Acting Director of Environmental Services left the meeting (6.57 pm).

7. Confidential Business

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

“In Committee”

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

7.1 Report by Internal Audit Manager

7.1.1 Internal Audit – Progress Report (Redacted report will be made available on 31 December, 2023)

Members were provided with, and noted the contents of, a copy of an Internal Audit Progress Report summarising internal audit work and progress against the Operational Plan since the last meeting of the Committee on 14 September, 2023. A copy of any internal audit reports referred to in the progress report were also provided in full on Decision Time for Members’ information.

7.2 Report by Head of Finance

7.2.1 2022-2023 Final Report To Those Charged With Governance (Report will never be available – final certified accounts will be published)

Members were provided with, and noted the contents of, a copy the 2022-2023 Final Report To Those Charged With Governance.

7.3 Report by Chief Executive

7.3.1 Chief Executive’s Assurance Statement (Overall assurance will be reported as part of the annual governance statement in June 2024)

Members were provided with, and noted the contents of, a copy of the Chief Executive’s Assurance Statement.

7.4 Closed Session

In line with good practice and the Governance and Audit Committee Terms of Reference, Members now met with representatives from External Audit and Internal Audit in a closed session, the purpose of which was to afford Members the opportunity to ask questions that may not specifically be addressed as part of an audit.

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The following Officers left the Meeting prior to the closed session taking place (7.15 pm): Chief Executive, Director of Organisation Development and Innovation, Director Finance and Corporate Services, Director of Leisure and Community Wellbeing, Head of Finance and Member Services Officers.

The Director of Organisation Development and Innovation, Director of Finance and Corporate Services and Member Services Officers returned to the meeting at 7.39 pm.

Resumption of Normal Business

It was proposed by Alderman O Gawith, seconded by Councillor D J Craig, and agreed to come out of committee and normal business was resumed.

The Chairman, Councillor R McLernon, wished those present a Happy Christmas and New Year.

There being no further business, the meeting was terminated at 7.39 pm.

Mayor/Chairman

PC 06.11.2023

LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 6 November, 2023 at 10.04 am**PRESENT IN CHAMBER:**

Alderman M Gregg (Chairman)

Councillor U Mackin (Vice-Chairman)

Aldermen O Gawith and J Tinsley

Councillors S Burns, P Catney, D J Craig,
A Martin, G Thompson and N Trimble**IN ATTENDANCE:**Director of Regeneration and Growth
Head of Planning & Capital Development
Principal Planning Officer (RH)
Senior Planning Officers (MCO'N, MB and PMcF)
Member Services Officers

Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor

Commencement of Meeting

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

1. **Apologies** (00:02:14)

It was agreed to accept an apology for non-attendance at the meeting on behalf of Councillor D Bassett.

At this point, the Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting.

2. **Declarations of Interest** (00:03:24)

The following declarations of interest were made:

- in respect of planning application LA05/2022/0018/F, Councillor U Mackin stated that he was a member of the Board of Lagan Valley Regional Park, which was mentioned in the Planning Officer's report, but confirmed that this matter had not been discussed in his presence;
- in respect of planning application LA05/2022/0922/F, Councillor A Martin stated that he was Chaplain at Lisburn Rangers Football Club and that he would step out when this item was being presented;

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2. Declarations of Interest (Contd)

- in respect of planning application LA05/2022/0018/F, Councillor A Martin stated that he was a member of the Board of Lagan Valley Regional Park, which was mentioned in the Planning Officer's report, but confirmed that he had not discussed the application with anyone.

3. Minutes of Meetings of Planning Committee held on 2 and 9 October, 2023 (00:06:08)

It proposed by Councillor U Mackin, seconded by Councillor G Thompson and agreed that the minutes of the meetings of Committee held on 2 and 9 October, 2023 be confirmed and signed.

4. Report from the Head of Planning & Capital Development (00:06:36)4.1 Schedule of Applications (00:06:43)

The Chairman, Alderman M Gregg, advised that there were one major application and eight local applications on the schedule for consideration at the meeting.

4.1.1 Applications to be Determined (00:06:57)

Councillor G Thompson sought an update on the decision taken at the last Planning Committee meeting that the Corporate Services Committee be requested to consider an amendment to Standing Orders that, in the interest of openness and transparency, all votes at Planning Committee meetings be 'recorded'. The Director of Regeneration and Growth confirmed that this matter had been discussed with the Director of Finance and Corporate Services, as well as the Chairman of the Corporate Services Committee; however, a report had not yet been presented to that Committee. It was agreed, at the request of Councillor G Thompson, that, until this matter was considered by the Corporate Services Committee, votes on all applications would be recorded.

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

- (i) LA05/2022/0922/F – Existing football pitch and sectional buildings/ Clubhouse of Stanley Park to be redeveloped to provide a facility with a new Community Hub building, associated parking and an improved playing surface that complies with Irish Football Association (IFA) standards. Development will also include floodlighting to playing surface. In addition, small caged training area/play area to be created to west boundary of site at Stanley Park, Lisburn Leisure Park, Lisburn (00:09:42)

Having declared an interest in this item of business, Councillor A Martin left the meeting (10.14 am).

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- (i) LA05/2022/0922/F – Existing football pitch and sectional buildings/ Clubhouse of Stanley Park to be redeveloped to provide a facility with a new Community Hub building, associated parking and an improved playing surface that complies with Irish Football Association (IFA) standards. Development will also include floodlighting to playing surface. In addition, small caged training area/play area to be created to west boundary of site at Stanley Park, Lisburn Leisure Park, Lisburn (Contd)

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

The Committee received Mr B Crawford in order to speak in support of the application. A number of Members' queries were responded to by Mr Crawford.

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

Debate

During debate, Alderman O Gawith, Alderman J Tinsley, Councillor N Trimble, Councillor D J Craig, Councillor P Catney, Councillor G Thompson and the Chairman, Alderman M Gregg, all welcomed this application and stated that they were in support of the recommendation to approve. The football club was commended for its work in relation to the application and for investing in the local community.

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve the application.

Councillor A Martin returned to the meeting (10.46 am).

Adjournment of Meeting

The Chairman, Alderman M Gregg, declared the meeting adjourned for a comfort break at this point (10.46 am).

Resumption of Meeting

The meeting was resumed at 10.54 am.

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- (ii) LA05/2021/0420/O – Site for a dwelling, garage and associated site works 35m due north of 68 Gregorlough Road, Dromore

and

- (iii) LA05/2021/0421/O – Site for a dwelling, garage and associated site works 65m due north of 68 Gregorlough Road, Dromore (00:43:54)

The Principal Planning Officer (RH) presented the above applications as outlined within the circulated report.

The Committee received:

- Mr G Duff and Ms M Wright to speak in opposition to the applications; and
- Mr N Coffey to speak in support of the applications.

A number of Members' queries were responded to by the speakers.

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

Debate

During debate:

- Councillor U Mackin referred to the recently adopted Local Development Plan and stressed that the new policies must be adhered to, rather than straying back into old policies and old court judgements. He considered the shed at 68 Gregorlough Road to be an agricultural building which did have a frontage to the road. Councillor Mackin was in support of the recommendation of the Planning Officer to approve this application;
- Alderman O Gawith stated that, having attended the site visit at this location and taking into account the professional advice of the Planning Officers, he was in support of the recommendation to approve this application; and
- Councillor N Trimble stated that he was of the opinion that the gap did represent a significant visual break and did not constitute a ribbon of continuous built-up frontage, although he believed the site was not most conducive to development given the layout of the road. Councillor Trimble did not consider this application to be a clear-cut approval under COU8 and was not in support of the recommendation of the Planning Officer to approve.

Vote

LA05/2021/0420/O – Site for a dwelling, garage and associated site works 35m due north of 68 Gregorlough Road, Dromore

In favour: Councillor S Burns, Councillor P Catney, Councillor D J Craig, Alderman O Gawith, Councillor U Mackin, Councillor A Martin, Alderman J Tinsley, Councillor G Thompson and the Chairman, Alderman M Gregg **(9)**

Against: Councillor N Trimble **(1)**

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The Chairman, Alderman M Gregg, declared that the Planning Officer's recommendation to approve the application was 'carried'.

LA05/2021/0421/O – Site for a dwelling, garage and associated site works 65m due north of 68 Gregorlough Road, Dromore

In favour: Councillor S Burns, Councillor P Catney, Councillor D J Craig, Alderman O Gawith, Councillor U Mackin, Councillor A Martin, Alderman J Tinsley, Councillor G Thompson and the Chairman, Alderman M Gregg **(9)**

Against: Councillor N Trimble **(1)**

The Chairman, Alderman M Gregg, declared that the Planning Officer's recommendation to approve the application was 'carried'.

Adjournment of Meeting

The Chairman, Alderman M Gregg, declared the meeting adjourned for a comfort break at this point (11.55 am).

Resumption of Meeting

The meeting was resumed at 12.05 pm.

(iv) LA05/2022/0247/F – Reconfiguration of public open space on Baronsgrange Park and erection of 9 additional dwellings (6 semi-detached and 3 detached dwellings) to enable connection to Carryduff Park to Baronsgrange development (under construction – planning Permission reference Y/2009/0160/F), Comber Road, Carryduff

and

(v) LA05/2022/0249/F – Construction of foot-bridge across the Carryduff River between Baronsgrange Park and Carryduff Park and erection of one dwelling at Baronsgrange development (under construction – planning permission reference Y/2009/0160/F), Comber Road, Carryduff (01:42:30)

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

The Committee received:

- Mr D Worthington to speak in support of the applications; and
- Alderman M Guy to speak in support of the applications. The Alderman did however refer to a number of concerns local residents had drawn to her attention.

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- (iv) LA05/2022/0247/F – Reconfiguration of public open space on Baronsgrange Park and erection of 9 additional dwellings (6 semi-detached and 3 detached dwellings) to enable connection to Carryduff Park to Baronsgrange development (under construction – planning Permission reference Y/2009/0160/F), Comber Road, Carryduff

and

- (v) LA05/2022/0249/F – Construction of foot-bridge across the Carryduff River between Baronsgrange Park and Carryduff Park and erection of one dwelling at Baronsgrange development (under construction – planning permission reference Y/2009/0160/F), Comber Road, Carryduff (Contd)

A number of Members' queries were responded to by the speakers.

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

During the question and answer session, Members welcomed confirmation from Mr Worthington that:

- (a) the bridge would be constructed prior to any housing;
- (b) the social housing element of this application was in addition to the 15 units approved in the original application; and
- (c) no more than 7 dwellings would be constructed prior to the confirmation that planning permission was secure for the development at the alternative location and development was commenced on the site.

Debate

During debate:

- Alderman O Gawith stated that any concerns he had had been allayed and he was in support of the recommendation of the Planning Officer to approve these applications;
- Councillor U Mackin stated that, given what he had been told about how potential flooding could be alleviated into the underground system separately from the sewerage system and storm drains, he was prepared to accept that. Whilst having reservations, these were not enough to disagree with the entire development; and
- the Chairman, Alderman M Gregg, stated that there were a lot of good elements in the applications, in particular the commitment to provide affordable housing, and the bridge would be of significant benefit. He shared the concerns of Councillor Mackin around waste water but, as long as the negative condition was included, as indicated in the Officer's report, and also given the commitment by the agent (outlined at (c) above), he was content to support the recommendation of the Planning Officer to approve the applications.

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Vote

LA05/2022/0247/F – Reconfiguration of public open space on Baronsgrange Park and erection of 9 additional dwellings (6 semi-detached and 3 detached dwellings) to enable connection to Carryduff Park to Baronsgrange development (under construction – planning Permission reference Y/2009/0160/F), Comber Road, Carryduff

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve this application.

LA05/2022/0249/F – Construction of foot-bridge across the Carryduff River between Baronsgrange Park and Carryduff Park and erection of one dwelling at Baronsgrange development (under construction – planning permission reference Y/2009/0160/F), Comber Road, Carryduff

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve this application.

The Chairman, Alderman M Gregg, referred to construction having surpassed the 100th dwelling and asked if some urgency could be applied to the Section 76 Agreement to provide access to the play park. In response, the Head of Planning & Capital Development advised he would seek to expedite the Section 76 Agreement as soon as possible. However, he pointed out that were a number of issues to be resolved through the Council's normal governance procedure before this could happen.

Adjournment of Meeting

The Chairman, Alderman M Gregg, declared the meeting adjourned for lunch (1.08 pm).

Resumption of Meeting

The Chairman, Alderman M Gregg, declared the meeting resumed (1.45 pm).

- (vi) LA05/2021/0738/O – Replacement dwelling on land opposite and 80 metres south west of 149 Hillsborough Road, Dromara (02:39:13)

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

The Committee received Mr A McCreedy to speak in support of the application. There were no Members' questions.

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

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- (vi) LA05/2021/0738/O – Replacement dwelling on land opposite and 80 metres south west of 149 Hillsborough Road, Dromara (Contd)

Debate

During debate:

- Councillor N Trimble stated that he was not in support of the recommendation of the Planning Officer to refuse this application. He was of the opinion that the application was compliant with COU3. Additional information from Stafford Construction that had been submitted by Mr McCready was very useful. Councillor Trimble considered the majority of the building to have been intact and he was content that works carried out were of a repair nature and not a rebuilding of structure;
- Councillor U Mackin stated that the site visit had been very useful. The application was being recommended for refusal due to being contrary to COU3 in that the building identified to be replaced was not an original structure, nor did it exhibit the essential characteristics of a dwelling. Councillor Mackin stated that the definition of essential characteristics included original features such as door and window openings of a domestic scale, chimneys or fireplaces, internal walls defining separate rooms. At the site visit, Councillor Mackin had observed all of that. Of the 4 walls of the building that he observed, he estimated that more than 60-70% was original stone, without any work having been done. In light of this, Councillor Mackin was not in support of the recommendation of the Planning Officer to refuse this application;
- Alderman O Gawith stated that, at the site visit, he too had observed a substantially intact building. He did note that there had been repair and restoration carried out, some recently and some longer ago. He was not in support of the recommendation of the Planning Officer to refuse this application;
- Councillor P Catney stated that, having visited the site, there was no doubt that substantial repairs had carried out to the walls, but there was no doubt this had been a residence. He was not in support of the recommendation of the Planning Officer to refuse the application;
- Councillor G Thompson echoed previous comments. She had observed a building that had had some work done, but in terms of COU3 there were definitely 4 walls and the building was definitely a dwelling. Councillor Thompson was not in support of the recommendation of the Planning Officer to refuse this application;
- Alderman J Tinsley stated that this case was finely balanced. There was no doubt that the building had been a dwelling but there had been substantial work carried out. If this was to be approved, it could create a very dangerous precedent. Alderman Tinsley was in support of the Planning Officer's recommendation to refuse the application;
- Councillor A Martin concurred with the comments of Alderman Tinsley and, given the precedent that could be set, he was in support of the recommendation of the Planning Officer to refuse this application;

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(vi) LA05/2021/0738/O – Replacement dwelling on land opposite and 80 metres south west of 149 Hillsborough Road, Dromara (Contd)

- Alderman O Gawith stated that, whilst Alderman Tinsley and Councillor Martin made a valid point, the Committee was required to consider each application on its own merits. There was a policy failure in that COU3 allowed this situation to arise. Councillors Trimble and Martin agreed that there was a weakness in COU3 in that it provided no guidance on the level of repairs or rebuilding that was acceptable and this was something that should be looked at going forward;
- Councillor D J Craig stated that this building had definitely been a dwelling house. There was a problem in that policy COU3 was ill-defined by not dictating how much of the original building was required to be retained. Given that, at the site visit, Councillor Craig had observed 4 substantial external walls, as well as evidence of internal walls and a fireplace, he was not in support of the recommendation of the Planning Officer to refuse this application;
- the Chairman, Alderman M Gregg, stated that there was no doubt this building had been a dwelling; however it had fallen into such state of disrepair and abandonment that it could no longer be considered that all walls were substantially intact, hence why considerable repairs had been carried out, with one wall in particular having been rebuilt. In concurring with previous comments regarding the setting of precedent, Alderman Gregg was in support of the recommendation of the Planning Officer to refuse the application.

Vote

In favour: Councillor S Burns, Councillor A Martin, Alderman J Tinsley, Chairman, Alderman M Gregg **(4)**

Against: Councillor P Catney, Councillor D J Craig, Alderman O Gawith, Councillor U Mackin, Councillor G Thompson and Councillor N Trimble **(6)**

The Chairman, Alderman M Gregg, declared that the recommendation of the Planning Officer to refuse planning permission was 'lost'.

Given that the Officer recommendation to refuse planning permission had fallen, it was proposed by Councillor P Catney and seconded by Councillor N Trimble that the application be approved with the following reasons being offered:

- the application was compliant with COU3 which required the building to exhibit the essential characteristics of a dwelling, as evidenced by windows and doors of a domestic scale, internal walls, a fireplace and chimney. All 4 external walls were considered to be substantially intact and it appeared that the majority of the structure was the original building. It was apparent there had been repair work – approximately 50% on one gable wall and a similar section of the adjacent gable wall had been repaired. The repair work had been conducted using original materials from the original building. Works carried out had been of a repair nature rather than a rebuild;

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(vi) LA05/2021/0738/O – Replacement dwelling on land opposite and 80 metres south west of 149 Hillsborough Road, Dromara (Contd)

- if the requirements of COU3 were met, then COU1 was met by default; and
- the application met with COU15 and COU16 in that it would not be a prominent feature on the landscape and was a replacement rather than new dwelling;

On a recorded vote being taken, it was agreed to approve the granting of planning permission to this application, the voting being as follows:

In favour: Councillor P Catney, Councillor D J Craig, Alderman O Gawith, Councillor U Mackin, Councillor G Thompson and Councillor N Trimble **(6)**

Against: Councillor S Burns, Councillor A Martin, Alderman J Tinsley, Chairman, Alderman M Gregg **(4)**

It was proposed by Councillor U Mackin, seconded by Councillor P Catney and agreed that the precise wording of conditions to be applied to the application be delegated to the Head of Planning & Capital Development.

(vii) LA05/2022/0018/F – Demolition of existing dwelling and construction of residential development comprising 19 detached dwellings (13 detached and 6 semi-detached), garages, associated access with right hand turning lane, internal road, parking, landscaping and associated works on lands at 126 Hillsborough Road, Lisburn (03:48:00)

The Senior Planning Officer (MCO'N) presented the above application as outlined within the circulated report. It was pointed out that notification had been received earlier this morning from DfI Roads that whilst it was content with the proposal in principal, its Traffic Management Section did not consider that the right hand turning pocket was necessary as it was normally for schemes containing 50 or more houses and this proposal was for 19 houses. The agent had been made aware of this and it had no impact on access or car parking on site.

The Committee received Mr A Larkin, accompanied by Mr P Clelland and Mr D Diamond, in order to speak in support of the application. A number of Members' queries were addressed.

A number of Members' queries were responded to by Planning Officers. Following discussion, it was proposed by Alderman O Gawith and seconded by Councillor N Trimble that this application be deferred to allow for further clarification to be sought from DfI Roads in relation to the right hand turning pocket, the voting being 7 in favour and 3 against. Councillor N Trimble also encouraged that a conversation take place with the agent regarding a potential redesign to make the proposed location compliant with HOU10 in terms of the provision of affordable housing.

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Adjournment of Meeting

The Chairman, Alderman M Gregg, declared the meeting adjourned for a comfort break at this point (4.08 pm).

Resumption of Meeting

The meeting was resumed at 4.17 pm.

- (viii) LA05/2020/0106/O – Proposed dwelling and demolition of existing shed required to provide access to the site on land to the rear of 54 Crumlin Road, Upper Ballinderry (05:00:56)

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

The Committee received Mr P McAreavey, accompanied by Ms L Johnston, in order to speak in support of the application. A number of Members' queries were addressed.

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

Debate

During debate:

- Alderman O Gawith sympathised with the applicant; however, considering that the application required to adhere with policy, he was in support of the recommendation of the Planning Officer to refuse this application;
- Councillor N Trimble stated that this location was more a ribbon of development than a cluster and he was in support of the recommendation of the Planning Officer to refuse this application;
- the Chairman, Alderman M Gregg, stated that there was very clear evidence of a cluster around the crossroads and extending down the Crumlin Road. He considered the application complied with COU15 and with Building on Tradition and he was not in support of the recommendation of the Planning Officer to refuse the application

Vote

In favour: Councillor S Burns, Councillor D J Craig, Alderman O Gawith, Councillor U Mackin, Councillor A Martin, Alderman J Tinsley, Councillor G Thompson and Councillor Trimble **(8)**

Against: Councillor P Catney and the Chairman, Alderman M Gregg **(2)**

The Chairman, Alderman M Gregg, declared that the Planning Officer's recommendation to refuse the application was 'carried'.

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- (ix) LA05/2021/0946/O – Site for a dwelling, garage and ancillary site works to replace existing commercial buildings, yard and previously/last use as a Horticultural Nursery/Garden Centre at 40 metres east of 20 Mullaghcarron Road, Ballinderry Upper, Lisburn (05:24:07)

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

The Committee received Mr N Coffey to speak in support of the application. There were no Members' questions.

A number Members' queries were responded to by Planning Officers. During discussion, it was pointed out by the Head of Planning & Capital Development that the last sentence of paragraph 94 of the Officers' report should read "Criteria (f) is not capable of being met".

Debate

There was no debate.

Vote

In favour: Councillor S Burns, Councillor P Catney, Councillor D J Craig, Councillor U Mackin, Councillor A Martin, Alderman J Tinsley, Councillor G Thompson, Councillor N Trimble and the Chairman, Alderman M Gregg **(9)**

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

The Chairman, Alderman M Gregg, declared that the Planning Officer's recommendation to refuse the application was 'carried'.

At this point, the Chairman, Alderman M Gregg, advised that agenda items 4.2 to 4.7 would be deferred for consideration at the next meeting of the Committee, due to be held on Monday, 4 December, 2023. (05:44:34)

5. Any Other Business (05:44:59)

There was no other business.

Conclusion of the Meeting

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

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There being no further business, the meeting was terminated at 5.01 pm.

Chairman/Mayor