



15th December, 2022

**TO: The Right Worshipful the Mayor, Aldermen and Councillors
of Lisburn & Castlereagh City Council**

A meeting of Lisburn & Castlereagh City Council will be held on **Monday, 19th December 2022** 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.

Members are requested to attend.

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 2022.pdf*

Page 1

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 Council Meeting - 22 November 2022

📄 *MM 22.11.2022 Draft Minutes for adoption.pdf*

Page 5

4.2 Special Meeting of Council - 29 November 2022

📄 *(S) Council-Roads 29 11 2022 Draft Minutes for Adoption.pdf*

Page 12

5.0 MATTERS ARISING

6.0 DEPUTATIONS

(None)

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

Lisburn and Castlereagh City Council and MPS Contracts Limited (2), 211 Moira Road, Lisburn BT28 2SN – Conveyance of Friends Meeting House, Maghaberry

Lisburn and Castlereagh City Council, Maghaberry Community Association and Coulter Homes Ltd, 40 Railway Street, Lisburn BT28 1XP – Boundary Rectification at Maghaberry Community Centre

Lisburn and Castlereagh City Council and Stepping Stones NI, 39 Seymour Street, Lisburn BT27 4SY – Lease for Navigation House

Lisburn and Castlereagh City Council and Babble, 11 Prince Edward Park, Belfast BT9 5FZ - Contract for Delivery of 2022/23 Food and Drink Programme

Lisburn and Castlereagh City Council and Vodafone Limited, Vodafone House, The Connection, Newbury, Berkshire RG14 2FN – Contract for Mobile Voice and Data Service

8.0 ADOPTION OF MINUTES OF COMMITTEES

- 8.1 Development Committee - 1st December 2022**
[📄 DC 01 12 2022 Draft Minutes for Adoption.pdf](#) *Page 21*
- 8.2 Leisure & Community Development Committee - 6th December 2022**
[📄 LCDC 061222 Draft Minute for Adoption.pdf](#) *Page 30*
- 8.3 Environmental Services Committee - 7th December 2022**
[📄 ESC 07.12.2022 Minutes for Adoption.pdf](#) *Page 36*
- 8.4 Governance & Audit Committee - 8th December 2022**
[📄 G A 08.12.2022 Draft Minutes for adoption.pdf](#) *Page 44*
- 8.5 Corporate Services Committee - 14th December 2022 (to follow)**
- 8.6 Planning Committee - 7th November 2022 (For Noting)**
[📄 PC 07.11.2022- Ratified Minutes.pdf](#) *Page 49*

9.0 REPORT FROM CHIEF EXECUTIVE

(None)

10.0 REPORTS FROM MEMBERS ON BOARDS

11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE

12.0 NOTICES OF MOTION

- 12.1 No. 1 on the subject of Energy Support Payment - in the name of**

13.0 CONFIDENTIAL BUSINESS

14.0 ANY OTHER BUSINESS

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Tuesday 15th November

Mayor to host reception for Home Start Lisburn - Queen's Award, LVI

Thursday 17th November

Mayor to visit Rowandale Primary School to meet staff and pupils

Mayor to attend the LCCC Christmas Switch On

Friday 18th November

Mayor to visit Central Primary School to meet staff and pupils

Mayor to host reception for Naomi Orr School of Dance - World Championship Competitors

Saturday 19th November

Mayor to attend 'Festival of Lights' event in aid of Diwali, Lough Moss Leisure Centre

Mayor to attend Ulster Siamese & All Breed Cat Show, Hillsborough Village Centre

Monday 21st November

Mayor to attend Onus 13th Annual Awards Ceremony, Stormont Long Gallery, Belfast

Tuesday 22nd November

Mayor to host Moira Primary School, School Council Members, LVI

Wednesday 23rd November

Mayor to attend Christmas at the Castle event, Castle Gardens

Thursday 24th November

Mayor to attend LCCC Jobs Fair, Island Hall LVI

Mayor to attend NI Chamber of Commerce President's Banquet, ICC Belfast (Waterfront)

Friday 25th November

Mayor to visit Old Warren Primary School to take part in the morning assembly

Mayor to attend Twilight Market Event, St Columba's Derryvolgie

Saturday 26th November

Mayor to attend Christmas Fair at Balance House

Mayor to attend the Table Tennis Ulster Open, Lisburn Racquets Club

Mayor to attend Stoneyford Community and Youth Association Christmas Switch On to turn on Christmas tree lights

Monday 28th November

Mayor to attend Resurgam Christmas Switch On to turn on the Christmas lights, Laganview Enterprise Centre

Wednesday 30th November

Mayor to attend Tree of Trees planting in honour of the late Queen Elizabeth II, Billy Neill MBE Country Park.

Mayor to attend Carryduff Regeneration Forum Christmas Switch On and turn on the lights, Lough Moss Leisure Centre

Mayor to attend Lady Mary Peters Exhibition Opening, Irish Linen Centre

Thursday 1st December

Mayor to attend Maghaberry Primary School and meet with the School Council

Mayor to host Grocery Girls from Lisburn Free Prebyterian Church

Friday 2nd December

Mayor to attend and switch on the Christmas Tree Lights at Ravarnet

Mayor to attend Fourscore LOL 340 Queen's Platinum Jubilee Dinner & Concert, Fourscore Orange Hall

Saturday 3rd December

Mayor to attend opening of Force For Change, Local Veterans Exhibition, Irish Linen Centre

Mayor to attend Christmas Tree Light Switch on of Anahilt & Magheraconluce Community Association, Anahilt

Mayor to attend Dromara Community Group Christmas Switch On and turn on the lights

Sunday 4th December

Mayor to attend Christingle Service at Hillsborough Parish Church

Mayor to attend Hillsborough Christmas Switch On and turn on the lights

Tuesday 6th December

Mayor to visit nursing homes to deliver Christmas Gifts

Mayor to attend Derriaghy Christmas Switch On and turn on the lights, Community Garden

Mayor to attend Drumbeg Christmas Switch On and turn on the lights, Drumbeg Orange Hall

Wednesday 7th December

Mayor to attend Love Lagan Valley Festive Celebrations, Vineyard Church

Mayor to attend Santa Dash in support of Mayoral Charities, Lough Moss

Thursday 8th December

Mayor to visit nursing homes to deliver Christmas gifts

Mayor to attend Carol Service by St John's Ambulance, Cairnshill Methodist Church

Friday 9th December

Mayor to attend and switch on Christmas Tree Lights, Drumbo

Saturday 10th December

Mayor to attend Tree of Lights event by Emerge Counselling Services, First Lisburn Church

Sunday 11th December

Mayor to attend Lisburn & District Masonic Charity Fund Carol Service at St Marks Church of Ireland, Lisburn

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

Monday 12th December

Mayor to attend Air Quality Initiative Launch, Wallace High School

Mayor to attend PSNI Carol Service, Christ Church, Lisburn

Tuesday 13th December

Mayor to visit nursing homes and deliver Christmas gifts

Mayor to attend Annual Senior Prize Day at Wallace High School

Wednesday 14th December

Mayor to visit nursing homes to deliver Christmas gifts

Mayor to visit Aghalee Christmas House

Mayor to attend Carol singing at Sprucefield in aid of Mayoral Charities

Thursday 15th December

Mayor to attend Pinnacle Growth Group Charity Coffee Morning, Lisburn

Friday 16th December

Mayor to visit nursing homes to deliver Christmas gifts

Mayor to attend Lisburn's Got Talent in support of Mayoral Charities, LVI

Saturday 17th December

Mayor to attend Christmas Mayoral Charities Bucket Collection, Bow Street

Mayor to attend Santa Parade in Hillsborough

Sunday 18th December

Mayor to attend Carol Service at Church of the Ascension, Anahilt

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Wednesday 30th November

Deputy Mayor to attend Halftown Residents Association Christmas Light Switch On and turn on the lights, Lower Maze Hall

Friday 2nd December

Deputy Mayor to attend Dundrod Christmas Switch On and turn on the lights

Tuesday 6th December

Deputy Mayor to visit nursing homes to deliver Christmas gifts

Thursday 8th December

Deputy Mayor to visit nursing homes to deliver Christmas gifts

Tuesday 13th December

Deputy Mayor to visit nursing homes to deliver Christmas gifts

MM 22.11.2022

LISBURN & CASTLEREAGH CITY COUNCIL

5

Minutes of the Remote Monthly Meeting of Council held on Tuesday 22 November, 2022 at 7:00 pm**PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor S Carson

Deputy Mayor
Councillor M Guy

Aldermen J Baird, W J Dillon MBE, D Drysdale,
A G Ewart MBE, O Gawith, A Grehan, S P Porter and
J Tinsley

Councillors R T Beckett, D J Craig, A P Ewing, A Gowan,
S Hughes, J Lavery BEM, S Lee, H Legge, G McCleave,
C McCready, U Mackin, T Mitchell, S Mulholland,
Jenny Palmer and John Palmer

PRESENT IN REMOTE LOCATION:

Aldermen M Henderson MBE and S Martin

Councillors R Carlin, F Cole, J Gallen, A Givan, M Gregg,
S Lee, S Lowry, A McIntyre, R McLernon, S Skillen and
N Trimble

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Environmental Services
Director of Leisure and Community Wellbeing
Director of Service Transformation (remote)
Member Services Officers
Technician
IT Officer

Reverend R Higginson, Mayor's Chaplain

Commencement of the Meeting

At the commencement of the meeting, the Chief Executive outlined the evacuation procedures in the case of an emergency. The Right Worshipful the Mayor, Councillor S Carson, welcomed those present to the remote meeting of Council which, in line with Local Government (Coronavirus) (Flexibility of District Council Meetings) Regulations (NI) 2020, was being live streamed to enable members of the public to hear and see the proceedings. He pointed out that, unless the item on the agenda was considered under confidential business, the meeting would be broadcast online and members of the public could be captured on the livestream. Data captured on the livestream was processed in the exercise of official authority which covered public functions and powers which were set out in law and to perform a specific task in the public interest.

MM 22.11.2022

6

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

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.

Prayers

The Right Worshipful the Mayor, Councillor S Carson, expressed condolences in relation to the following bereavement:

- friend and colleague, Mr Simon Dillon, Health & Fitness Officer based at Lagan Valley LeisurePlex.

The Right Worshipful the Mayor, Councillor S Carson, welcomed his Chaplain, Reverend Roger Higginson, Lisburn Free Presbyterian Church, to the meeting. Reverend Higginson gave an address and said a prayer during which he too remembered the Dillon family.

At this point, The Right Worshipful the Mayor, Councillor S Carson, thanked Reverend Higginson for his attendance and he left the meeting (7.11 pm).

1. Business of The Right Worshipful the Mayor

1.1 Mayor's Engagements (00:10:40)

The Council noted a number of engagements attended by The Right Worshipful the Mayor, Councillor S Carson, and the Deputy Mayor, Councillor M Guy, since the last meeting of Council.

2. Apologies (00:11:00)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillor N Anderson and the Director of Finance and Corporate Services.

3. Declarations of Interest (00:11:37)

There were no declarations of interest.

4. Council Minutes (00:12:22)

It was proposed by Alderman A G Ewart, seconded by Alderman J Baird and agreed that the minutes of the meeting of Council held on 25 October, 2022 be confirmed and signed.

MM 22.11.2022

7

5. Matters Arising (00:12:45)Page 604, Prayers

Councillor U Mackin put on record his appreciation to Members for their support over the past period of time when he had been unwell.

6. Deputations

There were no deputations.

7. Business Required by Statute(i) Signing of Legal Documents (00:13:45)

It was proposed by Councillor T Mitchell, seconded by Alderman A G Ewart and agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and R&M Greenkeeper Ltd, Unit C1 Kilcronagh Business Park, Cookstown, Co Tyrone BT80 9HG – Single Tender Action Ref: STA 22/23-043 – for the provision of a residual and green waste haulage service from Council Household Recycling Centres;
- Lisburn and Castlereagh City Council and Department of Health, Independent Neurological Inquiry, Castle Buildings, Stormont Estate, Belfast – Lease Extension First Floor Bradford Court; and
- Lisburn and Castlereagh City Council and Killarney Christmas Tree Farm, Ballyhar Road, Knockasarnett, Killarney, Co Kerry, Ireland V93 NXX4 – Contract for procurement of civic and community harvested Christmas trees.

8. Adoption of Minutes of Committees**Leisure and Community Development Committee****1 November, 2022**

(00:14:13)

Proposed by Councillor A McIntyre

Seconded by Councillor A Gowan

Page 614, Item 4.1.1Pricing Schedule 2023/2024

The Chairman of the Leisure and Community Development Committee, Councillor A McIntyre, referred to the penultimate paragraph under the above item and stated that it should be amended to read “that the Committee agrees to approve the Price Point Increments for the financial year 2023/2024, subject to the proviso that there be no increase in the charges for the use of the Council’s grass pitches in the forthcoming financial year”.

MM 22.11.2022

Environmental Services Committee**2 November, 2022**

(00:15:28)

Proposed by Councillor M Gregg

Seconded by Councillor C McCready

Page 623, Item 6.5Council Strategic Waste Management Arrangements Update

Alderman D Drysdale expressed his concern in relation to the above matter and, as Chairman of arc21, his disappointment that the SIB Project Business Case Report had not been made available to arc21. He stated the importance of this matter being considered by all Members of Council, not just those on the Environmental Services Committee.

Development Committee**3 November, 2022**

(00:18:52)

Proposed by Alderman A G Ewart

Seconded by Alderman A Grehan

Corporate Services Committee**9 November, 2022**

(00:19:20)

Proposed by Councillor S Hughes

Seconded by Councillor U Mackin

Page 644, Item 8.2Christmas Switch-On

Alderman S P Porter requested that, when reviewing the Christmas Switch-On event, Officers take account of complaints received regarding the omission of a street parade and endeavour to have this reinstated for future years.

Page 645, Item 9Confidential Report from Director of Finance & Corporate Services

In response to comments by Alderman O Gawith, the Chief Executive agreed to provide him with clarification in respect of the reference included for each confidential item as to whether reports would be published in full, in a redacted form or not at all.

Planning Committee**3 October, 2022**

(00:23:46)

The minutes of the Planning Committee meeting of 3 October, 2022 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 7 November, 2022. It was proposed by Alderman J Tinsley, seconded by Councillor John Palmer and agreed that their contents be noted.

9. Report from Chief Executive

There were no reports from the Chief Executive.

MM 22.11.2022

9

10. Reports from Members on Boards

There were no reports from Members on Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure

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

12. Notice of Motion

There were no Notices of Motion.

13. Confidential Business

The matter contained in the confidential report would be dealt with “In Committee” due to containing information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office holders under, the Council.

“In Committee”

It was proposed by Councillor D J Craig, seconded by Councillor A P Ewing and agreed that the following item be considered “in committee”, in the absence of members of the press and public being present. Member Services staff and the Technician left the meeting and the livestream was paused (7.26 pm).

13.1 Employee Recognition

(Redacted report would be available following decision)

It was proposed by Alderman A Grehan, seconded by Councillor A P Ewing and agreed that the recommendations outlined in the Chief Executive’s report be approved.

Member Services staff and the Technician returned to the meeting at this point (7.34 pm).

Verbal Matter

13.2 Financial Assistance from Westminster
Alderman D Drysdale

Following discussion, it was proposed by Alderman D Drysdale, seconded by Alderman A G Ewart and agreed that the Chief Executive raise at SOLACE the possibility of seeking financial assistance from Westminster to help offset rates increases and report back to the relevant Committee.

MM 22.11.2022

10

Resumption of Normal Business

It was proposed by Alderman J Baird, seconded by Councillor C McCready and agreed to come out of committee and normal business was resumed. The live stream of the meeting was recommenced at this stage (7.45 pm).

14. Any Other Business

14.1 Speed Indicator Devices (00:25:44) Deputy Mayor, Councillor M Guy

The Deputy Mayor, Councillor M Guy, informed Members of the process for requesting, through the PCSP, Speed Indicator Devices for areas where road safety was a concern.

14.2 Items for Noting Schedule (00:27:17) Alderman A G Ewart

Following discussion, it was proposed by Alderman A G Ewart, seconded by Alderman A Grehan and agreed that the Corporate Management Team would give consideration to the most appropriate way to report Items for Noting in future. The Chief Executive stated that the December meeting of the Corporate Services Committee was due to consider a report on estimates, which contained details around paperwork associated with meetings. He agreed that this matter would be included in considerations, possibly by a Working Group.

14.3 December Meeting of Leisure and Community Development Committee Councillor A McIntyre (00:39:15)

The Chairman of the Leisure and Community Development Committee, Councillor A McIntyre, advised that, in order to facilitate a community Christmas Tree Switch-On event, the meeting of that Committee scheduled to take place on Tuesday, 6 December would commence at the earlier time of 5.30 pm.

14.4 Memorial Service at Aberdelghy Golf Club (00:40:00) Alderman J Tinsley

Alderman J Tinsley referred to his attendance at a Memorial Service the previous Sunday at Aberdelghy Golf Club in honour of Mr J McIlwaine who had been murdered whilst working at that location in 1987. Alderman Tinsley extended his thanks to Council staff for their work at the memorial garden and asked that the Chief Executive convey his comments to those involved.

14.5 Remembrance Day Services (00:41:15) The Right Worshipful the Mayor, Councillor S Carson

The Right Worshipful the Mayor, Councillor S Carson, put on record his thanks to those members of Council staff who had worked alongside members of the local branches of the Royal British Legion at Remembrance Day Services in Lisburn and Hillsborough.

MM 22.11.2022

11

14.5 Remembrance Day Services (Contd)
The Right Worshipful the Mayor, Councillor S Carson

Councillor H Legge asked that the Royal British Legion be reminded that the Mayor laid the wreath on behalf of the residents of Lisburn and Castlereagh, not just the residents of Lisburn, and that this be taken into account for future services.

14.6 December Council Meeting (00:42:55)
The Right Worshipful the Mayor, Councillor S Carson

The Right Worshipful the Mayor, Councillor S Carson, reminded Members that the December meeting of Council would take place on Monday, 19 December and commence at the earlier time of 6.00 pm.

Conclusion of the Meeting

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

There being no further business for consideration, the meeting was terminated at 8.03 pm.

Mayor

(S) MM 29 11 2022

12

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Special Meeting of Council held in the Council Chamber, Island Civic Centre, Lisburn, and remotely, on Tuesday 29 November, 2022 at 6:04 pm****PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor S Carson

Aldermen W J Dillon MBE, O Gawith and J Tinsley

Councillors R T Beckett, D J Craig, A Gowan, C McCready, U Mackin and A Swan

PRESENT IN REMOTE LOCATION:

Deputy Mayor
Councillor M Guy

Aldermen D Drysdale, A G Ewart MBE, A Grehan and S Martin

Councillors F Cole, A P Ewing, A Givan, M Gregg, J Lavery BEM, S Lee, S Lowry, J McCarthy, G McCleave, A McIntyre, S Mulholland, Jenny Palmer, John Palmer, S Skillen and Hon. N Trimble

IN ATTENDANCE

Lisburn & Castlereagh City Council

Chief Executive
Member Services Officer (CH)
Member Services Officer (EW)
IT Officer

Department for Infrastructure – Roads (Eastern Division)

Des McFarlane - Divisions Roads Manager (remote)
Graeme Salmon - Network Traffic and Lighting Manager (remote)
Joe Torney - Acting Section Engineer (remote)

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Councillor S Carson, welcomed those present to the Special Meeting of Council. For the purpose of the livestream the Member Services Officer read out the names of those Members in attendance at the meeting.

The Right Worshipful the Mayor stated that, whilst the meeting was being live streamed, unauthorised recording was not permitted, as per the Council's Standing Order 8.5.

(S) MM 29 11 2022

13

The Right Worshipful the Mayor asked that mobile phones be turned off or put on silent for the duration of the meeting. The Chief Executive outlined the evacuation procedures in the case of an emergency.

1. Apologies (00:02:00)

Councillor A Ewing joined the meeting remotely at 6.05 pm.

Apologies for non-attendance at the special meeting were accepted and recorded on behalf of Aldermen J Baird and S P Porter, Councillors J Gallen and H Legge.

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

There were no Declarations of Interest.

3. Deputations (00:03:06)

3.1 Department for Infrastructure, Roads (Eastern Division) – Autumn Report 2022 (00:04:08)

The Right Worshipful the Mayor, Councillor S Carson, extended a welcome to representatives of Department for Infrastructure, Roads (Eastern Division): Des McFarlane (Divisions Roads Manager), Graeme Salmon (Network Traffic and Lighting Manager) and Joe Torney (Acting Section Engineer) who were in attendance to present the Autumn Report 2022, copies of which had previously been circulated. A copy of responses to pre-submitted Members' questions had also been circulated.

Alderman A Grehan and Councillor J McCarthy joined the meeting remotely during this item of business (6.17 pm).

Mr McFarlane provided a comprehensive overview of the principal aspects of the 2022 Autumn Report.

Question and Answer Session

The Right Worshipful the Mayor Councillor S Carson thanked the departmental officials for their presentation and invited Members to submit questions. A summary of the information provided and queries answered by Mr McFarlane and his officials is set out below:

Councillor D J Craig

- In response to a query in regards to why resurfacing works at Milltown Avenue, Milltown Gardens and Milltown Park would not be carried out this financial year, Mr Torney advised that his understanding was that those works had been included in the Department's draft three-year resurfacing plan and not scheduled to be completed this year. He undertook to check the detail and provide an update to the Member.

(S) MM 29 11 2022

14

Councillor U Mackin

Councillor S Lee joined the meeting remotely at 6.23 pm.

Councillor F Cole joined the meeting remotely at 6.26 pm.

- Regarding the standard of uncompleted work at Legacurry Road, the Department confirmed that quality checks were carried out on all completed works. Officials undertook to investigate as to why the works at Legacurry Road had not been completed and agreed to provide an update to the Member.

Councillor S Mulholland

- In respect of surface water flooding onto the A26 from the Crewe Road, officials confirmed that work had commenced and was anticipated to be completed in December, 2022.
- It was confirmed that the Department was aware of surface water issues at Old Road, Maghaberry, and had written to the land owners in the area with a number of options currently under consideration.
- In regards to the query in relation to Glen Road improvements, officials undertook to re-examine the site to see if a further road assessment could be undertaken.
- It was noted that traffic calming measures at Aghalee would be completed as soon as possible, subject to the satisfactory completion of the legislative process.

Councillor A Givan

The Deputy Mayor Councillor M Guy left the meeting remotely at 6.40 pm and re-joined at 7.03 pm.

- The Department agreed that officials would keep traffic management at the new Health Centre, Hillsborough Road, under review.

Councillor A Gowan

- Regarding signage for Royal Hillsborough, it was advised that signage on the main trunk roads would be addressed initially by overlaying the existing text on the larger signs to reflect the text of Royal Hillsborough, with plans to replace the other signs as they reach the end of their serviceable lives. It was reported that planning in relation to the signage overlays had recently commenced and therefore no timeline for completion was currently available.
- It was confirmed that the Department was engaging with the Council on the Public Realm Environmental Improvement Scheme for Annahilt to provide pedestrian facilities and improvements around the location of the school.
- It was advised that a package of road marking and signage improvements had been proposed for Ballykeel within the current financial year.

(S) MM 29 11 2022**15**

Councillor A Gowan Cont'd

- Regarding the traffic speed assessment for Glebe Road, Mr Salmon acknowledged that this work was on the Department's programme of works and would be carried out when resources permitted.
- Mr Torney undertook to update the Member in regards to ongoing flooding issues on the Cluntagh Road.
- In respect of the Roads' Recovery Fund, it was indicated by Mr Torney that the Department hoped to continue with a number of schemes this year, subject to funding.

Councillor N Trimble

- The Department confirmed that it was aware of traffic issues at the main crossroads of Laganbank Road/Governor's Road. It was confirmed that options were currently under consideration.

Councillor M Gregg

- In regards to a query raised in relation to the Communications statistics outlined in the autumn report, Mr McFarlane undertook to provide further information to the Member.
- In response to a query in regards to flooding issues identified at two sites on the A20 Newtownards Road at Dunlady Rd and Carrowreagh Road Junctions, it was confirmed that work was currently ongoing to address the issues.
- Responding to a question on what the Departments top three traffic calming schemes were currently, officials undertook to find out this information and update the Member. It was reported that due to limited resources no traffic calming schemes had taken place in the present financial year.
- In respect of the opening of the spine road between Millmount Village and Coopers Mill, Mr Salmon agreed to clarify why the road remained unopened and update the Member.
- In relation to the request to move the Comber Road speed limit sign further down the road towards Billyneal Playing Fields, Mr Salmon indicated that there were no current plans at this time to move the signage.

Alderman A Ewart

- With regard to a query relating to road signage arrows at the Moira roundabout towards the airport, Mr Salmon acknowledged that the Station Road is extremely busy and reported that a feasibility study had been carried out and options are under consideration.

(S) MM 29 11 2022

16

Councillor S Skillen

- In respect of further comments made regarding the delayed opening of the spine road between Millmount Village and Coopers Mill and the ongoing traffic issues in Dundonald, officials noted the points made by the Member.

Alderman J Dillon

- Regarding a query in relation to road conditions on Megarrystown Road close to the Ballyknock junction, Mr Torney undertook to investigate the issue and arrange to meet with the Member at the site.

Councillor S Lee

- It was confirmed that the speed limit at the junction of the Saintfield Road beside the Lets Go Hydro resort was currently under review.

Councillor Jenny Palmer

- In response to a question on access/egress within the grounds of Lagan Valley Hospital, Mr Salmon indicated that a survey had been completed on the existing pelican crossing, with the view to moving it to a more suitable location towards Warren Park, with options currently under consideration. He advised that in respect of larger schemes with signalisation, the onus would remain with the hospital to address the matter, as more than likely, additional road space would be required.
- It was confirmed that the speed limit along the Brookerstown Road was currently under review.
- In response to a query as to when double yellow lines would be painted at Warren Park, Mr Salmon confirmed that work was due to be completed by the Christmas period.
- With regard to a question on when work on a specific 200 metre section of the A3 Moira Rd would be rescheduled, Mr Torney agreed to update the Member.

Councillor C McCready

Councillor S Skillen left the meeting remotely at 7.25 pm.

- With regard to a question on when accident damage would be fixed to the parapet railing on the A1 Bridge at Hillsborough, officials indicated that they would investigate and provide an update.
- In relation to the query on the speed of traffic at the Tromery Crossroads, officials advised that signage had been placed at the junction and improved road markings had been completed. It was reported that the minor works section had completed a feasibility study, but no works were planned in the immediate future. Mr Salmon agreed to refer the issue to the PSNI for additional speed enforcement and would also refer the matter back to the minor works section outlining the Members concerns.

(S) MM 29 11 2022

17

Councillor C McCready Cont'd

- It was confirmed that the bus stop at Trummery Crossroads would be scheduled for cleaning.
- It was confirmed that the broken light at the Moira welcome sign would be fixed. Mr McFarlane reminded Members that street lighting issues can be reported online.
- With regard to a question on resurfacing Lany Road, Mr Torney indicated that he would investigate and update the Member.
- In response to a question on timeframe for resurfacing works required in Rawdon Place, Moira, Mr Torney undertook to update the Member.
- In relation to a query in regards to a narrowed footpath at Maystown leading to Lizzy Drake's pub, officials agreed to investigate and schedule any required works.

Deputy Mayor Councillor M Guy

Councillor A McIntyre left the meeting remotely at 7.29 pm.

Councillor N Trimble left the meeting remotely at 7.30 pm.

Alderman J Dillon left the meeting at 7.32 pm.

- In relation to a question in regards to a Glider service being provided in Carryduff, officials undertook to update the Member.
- It was reported that additional signage for Forestside Shopping Centre had been ordered and was due to be erected at the Saintfield Road after Christmas.
- In regards to the timescale for works completion on the signal upgrade at Hillsborough Road, Mr Salmon indicated that works were due to be completed in the coming week and anticipated that the puffin crossing would be fully operational after Christmas.
- With regards to a question in relation to using other methods of communication (other than press releases) to residents, officials agreed to refer the query to their comms team/press office for consideration.

Councillor A Swan

- It was confirmed that the suggestion of a mechanical footpath cleaner would be referred to Dfl operation maintenance team to scope out.
- In relation to a query on the street lighting policy, Mr McFarlane advised that the policy was required to be applied consistently. It was agreed that officials would chase up a previous correspondence which the Member had written to the Dfl Minister outlining his concerns in relation to the existing lighting policy.
- It was reported that a feasibility study had been completed and works had been agreed for the improvement of the following three junctions, that being, Ballymacbrennan Crossroads, Crossan's Crossroads and Lisnastrean Crossroads, subject to available funding.

(S) MM 29 11 2022

18

Councillor A Ewing

Councillor A Gowan left the meeting at 7.45 pm.

- In regards to a question in relation to the speed limit on the Causeway End Road, officials advised that it had recently been reduced to 30mph and signage had also been erected.

Alderman J Tinsley

Councillor A Swan left the meeting at 7.48 pm.

Councillor S Lowry left the meeting remotely at 7.54 pm.

- It was agreed that Mr Torney would convey the Council's appreciation to former DfI employee John Rooney for his hard work and dedication to the Council area.
- Responding to a concern raised with utilities work, in particular that carried out by a named contractor, officials indicated that all utilities work would continue to be monitored and should gullies have been disturbed issues would be resolved.
- In relation to a question raised as to when required repairs to Ballymacward Road would take place, Mr Torney undertook to liaise with colleagues and provide an update to the Member.
- In relation to when the Causeway End Road would reopen, Mr Torney agreed to follow up with the developers and provide an update.
- Mr Salmon provided an update to the Maghaberry Crossing works advising that NIE power supply had been ordered and BT works were in progress.
- Mr McFarlane provided clarity on the detail provided in the autumn report on pothole repairs, advising that potholes greater than 50mm on low trafficked roads and greater than 20mm on high trafficked roads would be repaired.

Alderman O Gawith

Councillor A Ewing left the meeting remotely at 7.59 pm.

- With regard to a question raised in relation to a large pothole on Clarehill Road, Mr Torney undertook to investigate the status of the repair and update the Member.
- In relation to a question on maintenance of the Kilmore Road and M1 roundabout in Moira, Mr Torney confirmed that he will investigate the matter and update the Member accordingly.
- In regards to a question raised in relation to badly overgrown hedging and vegetation on the non-pavement side of the Clarehill Road, Mr Torney advised that he would be in contact with the Member to provide an update.
- In response to a request for double yellow lines at Moira Primary School, Mr Salmon advised that double yellow lines are relatively ineffective at Primary Schools and that they have no plans to place double yellow lines at either Moira or Rowandale Primary School.

(S) MM 29 11 2022

19

Alderman O Gawith Cont'd

- In relation to a question on DfIs plan to mitigate daily tailbacks in Moira village, officials indicated that there are no immediate plans in place.
- In response to a request for lighting to the station on Moira Main Street, Mr McFarlane reported that in line with policy the request could not be brought forward.
- With regard to a request for a Zebra Crossing towards the top of Main Street in Moira, Mr Salmon indicated that he would review previous survey results and would be in touch to update the Member.
- In response to a request for the remodelling of the roundabout at Moira Main Street, Mr Torney advised that he would refer the request to the minor works scheme to scope further.

Councillor F Cole

- Responding to a request for further information on plans regarding DfIs 10% budget allocation within the Climate Act dedicated to active travel, officials reported that DfI are the lead body in relation to the climate action plan in regards to transportation and agreed to seek guidance from headquarters and provide an update to the Member.

The Right Worshipful the Mayor, Councillor S Carson

Councillors Jenny and John Palmer left the meeting remotely at 8.20 pm.

- Regarding a question in relation to what impact claims had on Division budgets, it was reported that DfI had a central claims fund and individual Division budgets were not negatively impacted because of claims made.
- Responding to a question raised in regards to a subsided section of the verge at Ivy Hill, Mr Torney agreed to investigate and update the Member.
- In respect of a query raised on a blocked gully on the Belfast Rd, Lisburn from the roundabout at Wallace Park, Mr Torney advised that the matter would be investigated.
- Responding to comments made on the McKinstry/Cutts/Derriaghy road scheme, Mr Salmon reported that there was a sizable difference in this scheme and the scheme of works that had taken place at the roundabout at the bottom of the Stewardstown Road. An update was provided on the background work ongoing for the proposed McKinstry Road scheme.
- An update was provided on the works currently ongoing on Prince William Road. An explanation was provided on why the road was closed on a Saturday which was not advertised to residents until a few hours prior to the closure. Officials acknowledged that the signage should have been updated and advised that this had been raised with the contractor to ensure it did not happen again.
- In response to a question raised on the impact traffic was having to residents on James Craig Way, Mr McFarlane indicated that the road would be monitored on the completion of works and a yellow box would be implemented if deemed necessary.

(S) MM 29 11 2022

At the conclusion of the question and answer session the Right Worshipful the Mayor Councillor S Carson thanked the Dfl representatives for their contribution.

There being no other business for consideration the meeting concluded at 8.23 pm.

Mayor/Chairperson

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Development Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Thursday 1st December, 2022 at 6.00 pm****PRESENT IN THE CHAMBER:**

Alderman A G Ewart, MBE (Chairperson)

Alderman A Grehan (Vice Chairperson)

Aldermen J Baird, W J Dillon MBE and D Drysdale

Councillors R T Beckett, A Givan, G McCleave, C McCready, U Mackin and A Swan

PRESENT IN A REMOTE LOCATIONDeputy Mayor, Councillor M Guy
Councillors F Cole, J Gallen and S Mulholland**IN ATTENDANCE**Director of Service Transformation (Council Chamber)
Head of Economic Development (Council Chamber)
Head of Planning and Capital Development (Council Chamber)
Head of Assets (Remote Location)
Portfolio Manager (Remote Location)
Member Services Officers (BS and EW)
IT Officer**Commencement of Meeting**

The Chairman, Alderman A G Ewart, 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 Chairman 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 Chairman outlined the evacuation procedures in the case of an emergency.

The Head of Assets joined the meeting at 6.04 pm.

1. **Apologies** (00:02:12)

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful the Mayor, Councillor S Carson, and Councillor H Legge.

2. Declarations of Interest (00:02:19)

There were no Declarations of Interest made at the meeting.

3. Report by Director of Service Transformation (00:02:34)

3.1 Service Transformation Performance Reports (00:02:40)

The Committee had been furnished with a copy of the undernoted documents:-

- Service Transformation summary budget reports for 1st July – 30th September 2022;
- Outturn of operational metrics/service KPIs for Q2 (July-September 2022)
- Directorate Risk Dashboard

The Director elaborated on a number of key issues arising from his report and responded to questions from a Member in connection with a Planning Service matter. The Director undertook to discuss those specific issues further during consideration of Confidential Business later in the meeting.

It was proposed by Alderman W J Dillon, seconded by Councillor A Givan, and agreed that the content of the above-mentioned performance reports be noted.

4. Report by Head of Economic Development (00:10:31)

4.1 Employment Academies (00:10:40)

The Head of Economic Development outlined the background and key issues in connection with the delivery of two additional employment academies, namely; a Construction Academy and a Health and Social Care Academy.

The Head of Economic Development responded to questions from the Committee in connection with the aforementioned employment academies and undertook to report back to a Member with the breakdown of costs and further detail on the delivery of the employment academies. It was noted that the Employment Academy initiative was 100% funded by the Department for Communities.

It was proposed by Alderman J Baird, seconded by Councillor A Swan, and agreed to recommend:

- a) the appointment of Workforce Training Services as the delivery agent for the Construction Academy, under Belfast City Council's Employment Academies Framework T1983 – Lot 3 Practical Sector, up to a maximum budget of £10,000 as outlined in the report, and

4.1 Employment Academies (Cont'd)

- b) the appointment of People 1st as the delivery agent for the Health & Social Care Academy, under Belfast City Council's Employment Academies Framework T1983 – Lot 1 Childcare and Social Care Academies, up to a maximum budget of £15,000 as outlined.

The Vice Chairman, Alderman A Grehan, entered the meeting at this point (6.20 pm).

4.2 Lisburn City Centre Draft Orientation & Walkability Strategy (00:18:15)

The Head of Economic Development outlined the background and key issues in connection with an Orientation and Walkability strategy for Lisburn City Centre, funding for which had been secured from the Department for Communities' Covid Revitalisation programme.

The report circulated provided a SharePoint link to the draft Lisburn Orientation and Walkability Strategy.

The Director of Service Transformation and the Head of Economic Development responded to questions from the Committee in connection with the draft Orientation and Walkability Strategy.

It was proposed by Alderman W J Dillon, seconded by Alderman J Baird, and agreed to recommend that the update on the draft Orientation and Walkability Strategy be noted and that the draft document proceeds to a twelve-week online public and stakeholder consultation.

4.3 Holiday World Dublin (00:24:04)

The Head of Economic Development outlined the background and key issues in connection with the Council's representation at the Holiday World Dublin event which was taking place in the RDS, Dublin, on 27 – 29 January 2023.

It was proposed by Alderman J Baird, seconded by the Vice Chairman, Alderman A Grehan, and agreed to recommend that the Chairman and the Vice Chairperson of the Committee, or their nominees, attend the 2023 Holiday World Dublin event, along with a Visitor Information Advisor, the estimated cost of two Members' attendance having been outlined in the report circulated.

4.4 Labour Market Partnership Funding Contract 2022-2023 – Update (00:25:10)

The Head of Economic Development updated the Committee in connection with the Labour Market Partnership (LMP) Funding Contract 2022-2023.

4.4 Labour Market Partnership Funding Contract 2022-2023 – Update (Cont'd)

The Committee had been furnished with a copy of a Letter of Offer from the Department for Communities (DfC) dated 15 April 2022 (setting out the actual offer for the budget for the administration of the LMP programme and an indicative offer for the programme costs) and also a Letter of Offer dated 4 November 2022 (which set out the actual offers for budgets for both the administration and programme costs).

It was proposed by the Vice Chairperson, Alderman A Grehan, seconded by Alderman W J Dillon, and agreed to recommend that the update report on the Labour Market Partnership Funding Contract 2022-2023 be noted and that the Council enters into the contract as outlined in the Letters of Offer from DfC.

5 Report from the Head of Planning and Capital Development (00:26:18)

5.1 Consultation on Review of Permitted Development Rights (00:26:22)

The Head of Planning and Capital Development outlined the background and key issues in connection with the Department for Infrastructure's (DfI) consultation in relation to its review of permitted development rights for:

- a) the installation of microgeneration equipment to include air, ground and water source heat pumps, and
- b) the installation of reverse vending machines in the wall or within the curtilage of a shop.

A link to the above consultation by DfI had been provided in the report circulated.

The Head of Planning and Capital Development responded to questions and noted comments from the Committee in connection with a number of related issues.

It was proposed by Alderman J Baird, seconded by the Vice Chairperson, Alderman A Grehan, and agreed to recommend that:

- a) the report by the Head of Planning and Capital Development be noted,
- b) the Committee welcomes the proposed changes to the Planning (General Permitted Development) Order (NI) 201 for the reasons outlined in the report,
- c) a final response be prepared to reflect the reasons as outlined in the report circulated and submitted online by the stipulated closing date of 23rd December 2022, and

5.1 Consultation on Review of Permitted Development Rights (Cont'd)

- d) the full content of the response be added to the noting schedule for the Development Committee when finalised and issued.

5.2 Consultation in relation to Draft Planning Fees (Deemed Planning Applications and Appeal) (Amendment) Regulations (NI) 2022 (00:37:08)

The Head of Planning and Capital Development outlined the background and key issues in connection with the Department of Justice's (DOJ) consultation in relation to the above Regulations, a link to which had been provided in the report circulated. The closing date for comments on this consultation was 20th December 2022, with the proposed implementation of any increase in fees being from 1st April 2023.

The Head of Planning and Capital Development responded to questions and noted comments from a Member in connection with the above proposed increase in planning fees.

It was proposed by Councillor G McCleave, seconded by Councillor A Givan, and agreed to recommend that:

- a) the Committee agrees with the view that the proposed changes to the above Regulations should be delayed to allow for further consultation between DfI Planning and DoJ for the reasons outlined,
- b) a final response to the Consultation be prepared and submitted to the DoJ to reflect the above view of the Committee, and
- c) the full content of the response be added to the noting schedule for the Development Committee when finalised and issued.

6. Any Other Business (00:42:40)

6.1 Christmas at the Castle Event (00:42:50) Councillor U Mackin

Councillor U Mackin commended the success of the Christmas festivities this year and in particular the event in Castle Gardens on which he had received a number of positive comments from the general public, and thanked the Officers concerned for their efforts thereon. The Chairman, Alderman A G Ewart, concurred with Councillor Mackin's sentiments and also conveyed thanks and appreciation to the Council Officers concerned.

6.1 Christmas at the Castle Event (Cont'd)
Councillor U Mackin

The Chairman, Alderman A G Ewart, welcomed the Christmas switch-on event in Dundonald earlier that day which he stated had been well attended.

The Director of Service Transformation took the opportunity to highlight a number of other Council Christmas events that were planned for the forthcoming weekend.

Comments were noted from the Vice Chairman, Alderman A Grehan, in regard to the Castle Gardens Christmas event taking place again next year and the suggestion that going forward and in view of the success of this year's event, the Development Committee and the Leisure & Community Development Committee get together early next year in order to put plans in place for the Council's Christmas activities in 2023 with a view to the Castle Gardens event taking place in place of the previously organised Christmas parade in Lisburn City Centre.

The Director of Service Transformation responded to further comments raised and reminded the Committee that an evaluation report on the 2022 Christmas events would come before the Committee in due course.

6.2 Economic Development Trade and Civic Visit to Galway (00:45:02)
Chairman, Alderman A G Ewart

The Chairman, Alderman A G Ewart, reported on the success of the recent Economic Development trip to Galway which had been attended by himself, the Vice Chairperson, Alderman A Grehan, the Director of Service Transformation and the Head of Economic Development as well as a delegation of local businesses. The Council delegation had met with the Galway Chamber of Commerce and the Mayor of Galway County Council. An invitation had been extended to the Mayor of Galway to a reciprocal visit to Lisburn and Castlereagh.

The Vice Chairperson, Alderman A Grehan, welcomed the opportunity to attend this trip and paid tribute to Galway's innovation hubs and tourism strategies.

The Director of Service Transformation advised that a report on the outcomes of the trip to Galway would come to the Committee in due course, and that the business delegation had reported positively on their trip.

The Director referred to the success stories from the local Enterprise parks and commercial businesses locally and reported on plans to bring forward a report to the Committee on the same. He expressed a view that the whole of the Committee would be invited to sites locally in connection the local business-system. The Director advised that

6.2 Economic Development Trade and Civic Visit to Galway (Cont'd)
Chairman, Alderman A G Ewart

these findings would be fed into a wider economic strategy with a view to maximizing opportunities within the BRDC growth deals.

Comments were noted from a Member who had spoken earlier that day with the owner of a new business in Hillsborough who had also attended the recent visit to Galway. The business owner had praised the Council on its successful trade visit and also commended the efforts of the Director of Service Transformation and the Head of Planning and Capital Development for their valued assistance in getting his new business established.

7. Confidential Report from Director of Service Transformation (00:55:34)

The Chairman 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 (00:56:18)

It was proposed by Councillor C McCreedy, seconded by Councillor A Givan, and agreed that the Confidential Report of the Director of Service Transformation be considered "in Committee" in the absence of press or members of the public. The audio recording was paused at this stage in proceedings (7.00 pm).

7.1 Estimates Process - Update
(Report not to be published)

The Director of Service Transformation presented his report and drew the Committee's attention to the late information that had been circulated that afternoon.

The Director of Service Transformation, the Head of Economic Development and the Head of Assets responded to questions on a number of salient issues arising from the report.

During the discussion on this item of business Alderman J Baird left the meeting at 7.17 pm and returned at 7.20 pm.

Councillor G McCleave left the meeting at 7.35 pm.

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

7.1 Estimates Process – Update (Cont'd)

- a) four of the six proposed budget reductions as set out in the Director's report be approved with two budget reductions, as agreed during the discussion, being retained,
- b) the two alternative delivery models as set out in the report be approved,
- c) the three areas of potential change and associated budget reductions/income be approved, and
- d) the two additional budget areas as set out in the report be approved.

The Director undertook to provide the Committee with options for the location of the Balmoral Retail Marquee.

Alderman J Baird left at 7.19 pm and returned at 7.21 pm.

7.2 Hillsborough Forest Digital Sculpture Trail - Update (Redacted Report to be published on completion of project)

It was proposed by the Vice Chairman, Alderman A Grehan, seconded by Alderman W J Dillon, and agreed that the recommendation as set out in the Officer's report be approved.

During discussion the Director of Service Transformation undertook to:

- a) report back to a Member who had requested further detail in relation to a matter raised during the discussion, and
- b) continue to monitor the issue in question.

During consideration of this item of business Alderman D Drysdale left the meeting at 8.04 pm and returned at 8.06 pm.

7.3 ITT for the Provision of Wooden 'Market Style' Huts (Redacted report to be published following ratification of Decision)

It was agreed to note the award of the tender for the provision of wooden 'market style' huts, as outlined in the report circulated, which was the lowest tender submission received.

The Vice Chairman, Alderman A Grehan, and Councillor R T Beckett left the meeting at 8.40 pm.

8. Any Other Confidential Business

8.1 Planning Matters

The Head of Planning and Capital Development responded to a Member's question that had been raised earlier in the meeting in connection with planning matters. He offered to discuss any particular case with the Member directly.

8.2 Hillsborough Forest Sculpture Trail

The Director of Service Transformation responded to a question from a Member in connection with damage to one of the sculptures within Hillsborough Forest.

Resumption of Normal Business (00:56:28)

It was proposed by Alderman J Baird, seconded by Councillor C McCreedy, and agreed to come out of Committee. Normal business and the audio recording were resumed (8.43 pm).

Conclusion of Meeting (00:56:36)

The Chairman, Alderman A G Ewart, thanked everyone for their attendance and wished everyone compliments of the season.

There being no further business for consideration the meeting was concluded at 8.43 pm.

Chairperson

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Leisure and Community Development Committee held in the Island Civic Centre, Lisburn, and remotely, on Tuesday 6th December 2022 at 5:30pm**

<u>PRESENT:</u>	Councillor A McIntyre (Chairman); Alderman A Grehan; and Councillors R T Beckett, A Gowan, J Lavery BEM, H Legge and T Mitchell.
<u>PRESENT IN A REMOTE LOCATION:</u>	Deputy Mayor Councillor M Guy; Alderman S Martin; and Councillors N Anderson, R Carlin, S Mulholland, Jenny Palmer and S Skillen.
<u>OTHER MEMBERS PRESENT REMOTELY</u>	Alderman J Tinsley, and Councillors A Givan, U Mackin and John Palmer.
<u>IN ATTENDANCE:</u>	Director of Leisure and Community Wellbeing Head of Communities Head of Parks and Amenities Head of Sports Services Member Services Officers (BF and CH)

1. Apologies (2.05)

Apologies were reported on behalf of the Worshipful Mayor Councillor S Carson, Alderman M Henderson and Councillor D J Craig.

2. Declarations of Interest (2.33)

Regarding item 4.3, 'DfC Social Supermarket Pilot', Alderman A Grehan declared a non-pecuniary interest in that she was a volunteer with the Lisburn Food Bank.

3.1 Departmental Performance Report – Quarter 2 (2.45)

The Director outlined the principal aspects of the above-mentioned report, together with the details contained within a table of key performance indicators, which gave an overview of the Department's performance and budget summary during quarter two of the financial year 2022/2023.

The Committee agreed to the following course of action:

- to note the budget summary report for 1st July to 30th September;
- to note the outturn of operational metrics/service for 1st July to 30th September; and
- to note the performance improvement targets and KPIs for 1st July to 30th September.

Arising from discussion on this item, the Director, at the suggestion of Councillor S Mulholland, undertook to liaise with the Council's Human Resources Section regarding the feasibility of delivering safeguarding training to the Members of the Council.

3.2 Coronation of His Majesty, King Charles III (6.05)

(Councillor N Anderson joined the meeting at 17:37, Councillor U Mackin joined at 17:38 and Alderman A Grehan entered the Chamber at 17:45).

In accordance with the Notice of Motion, which had been passed by the Council at its meeting on 25th October, the Committee considered a report which outlined a range of options to enable communities across the Council area to mark the coronation of King Charles III on 6th May, 2023.

The key recommendations within the report were that a working group, in respect of which a draft terms of reference had been circulated, be established to oversee a programme of events and that a sum of £84,000 be allocated, the cost of which would be sourced from within an underspend in the Council's Royal Hillsborough budget.

Proposal

Moved by Deputy Mayor Councillor M Guy,
Seconded by Councillor H Legge,

That the Committee agrees to adopt the recommendations within the report, subject to the amendment that the sum allocated to oversee the coronation celebrations be reduced to £50,000, and that the remaining £34,000 be allocated to address community cost of living pressures.

On a recorded vote, twelve Members voted for the proposal and one against, with one abstention, and it was declared carried.

In favour: Councillor R T Beckett, Councillor A Gowan; Alderman A Grehan;
Deputy Mayor Councillor M Guy; Councillor J Lavery; Councillor H Legge;
Councillor S Mulholland; Councillor A McIntyre; Alderman S Martin;
Councillor T Mitchell; Councillor Jenny Palmer and Councillor S Skillen.

Against: Councillor R Carlin

Abstention: Councillor N Anderson.

Further Proposal

Moved by Councillor S Skillen,
Seconded by Councillor N Anderson,

That the membership of the working group to oversee the coronation celebrations be extended to include the Vice-Chairman of the Committee.

On a recorded vote, five Members voted for the proposal and nine against and it was declared lost.

In favour: Councillor N Anderson, Councillor T Beckett,
Councillor A Gowan, Councillor J Lavery and Councillor S Skillen

Against: Councillor R Carlin, Alderman A Grehan, Deputy Mayor Councillor M Guy, Councillor H Legge, Councillor S Mulholland, Councillor A McIntyre, Alderman S Martin Councillor T Mitchell and Councillor Jenny Palmer.

4.1 Housing Liaison Forum (36.55)

The Committee noted the contents of the following minutes of the Council's Housing Liaison Forum:

- 5th May 2021
- 8th November 2021
- 21st February 2022
- 20th June 2022.

4.2 Policing and Community Safety Partnership (38.33)

(Alderman S Martin left the meeting at 18:08).

The Committee noted the contents of the following minutes of the Policing and Community Safety Partnership:

- the private and public meetings of 21st June
- the Policing Committee of 16th August
- the public meeting of 19th October.

4.3 Department for Communities (DfC) – Social Supermarket Pilot (SSM) (39.27)

The Head of Communities reminded the Committee that, at its meeting on 7th December 2021, it had noted that the Council had been awarded £47,336.05 to support a designated social supermarket in the Lisburn and Castlereagh Council area, that being, the Lisburn City Community Church Trust (LCCCT). As agreed by the Committee, an amount ring-fenced from the funding was to be used to commission a consultant to undertake a review of the original pilot scheme, and to make recommendations to maximise the benefits, build capacity and capability within any future scheme, the main findings of which were appended to the report and outlined by the Head of Communities.

In September 2022, the Council agreed that the further allocated amount of £45,080.22 from DfC under a Letter of Variation be used to action the recommendations and outcomes of the report and, if necessary, test further other aspects of the SSM following consideration by the committee.

After discussion, it was moved by Councillor H Legge, seconded by Councillor N Anderson, and agreed that the Committee note the content of the report - and the associated consultant's report - and agrees further that an amount of £45,080.22 be provided to the LCCCT Social Supermarket to assist in the delivery of the recommendations as contained within the consultant's report.

4.4 DEA Investment Programme – Dromara Village (49.00)

The Committee considered a report, together with the contents of an appended feasibility study, which examined the availability of facilities for community usage in Dromara village,

the key recommendation in respect of which related to the development of the Lagan Park Centre. Both Councillor U Mackin and Councillor A Gowan welcomed the findings of the report and congratulated officers for the work which had been undertaken in this regard.

The Head of Communities gave an overview of the next stages of the project, which would include the establishment of a Dromara Community Forum to oversee the development of a business case and activity programme, and thereafter to apply for capital funding and planning permission for the development.

It was moved by Councillor A Gowan and seconded by Alderman A Grehan and agreed that the Committee note the information which had been provided and to the following course of action:

- to support the Dromara Community Forum to undertake best practice visits to other community-managed facilities;
- to work with the Dromara Community Forum to develop an action plan detailing the next steps and key areas to assist the group to deliver the project; and
- to support the group in identifying funding opportunities.

5.1 International Cross-Country Event at Billy Neill MBE Country Park (54.10)

The Committee noted the contents of a post-event report which outlined the success of the hosting by the Council of the International, Northern Ireland and Ulster Even Age Group Cross Country Championships and Bobby Rea race on 22nd October at the above-mentioned park.

5.2 Ash Dieback Action Plan (56.40)

(Mr S Mackle and Mr J Rodgers, Parks and Amenities Unit, attended in connection with this item, and for item 5.5, 'National Tree Week').

It was moved by Councillor H Legge, seconded by Councillor A Gowan, and agreed that the Committee note the contents of a report and approve an associated action plan which provided an overview of the probable impact of Ash Dieback tree disease across the Council area over the coming years, and the measures to be taken to mitigate its effects. Members also congratulated officers on the scope and detail of the report which had been presented to the Committee.

5.3 Lough Moss Community Space (1.03.40)

The Head of Parks and Amenities reminded the Committee that, at its meeting on 7th June, it had agreed to approve the progression to Phase 1 of the above-mentioned project and that officers be authorised to explore the delivery of Phase 2.

Accordingly, the Committee noted the contents of a concept plan which had been agreed with the Carryduff Regeneration Forum and the Members were provided with an overview of the progress which had been achieved to date in respect of Phase 1, which was anticipated to be completed by the end of the financial year, whilst progression of Phase 2, it was noted further, would be subject to the identification of adequate funding and securing planning permission.

5.4 George Best Community Cup 2023 (1.04.55)

The Head of Parks and Amenities reminded the Committee that the George Best Community Cup was the largest football tournament for people with disabilities in the UK. The Irish Football Association had hosted the competition since 2005 and, in 2019, the event had attracted 63 teams with over 500 participants, with 72 teams expected to participate in 2023.

He indicated that the IFA had again approached the Council seeking its support in the hosting of the event in 2023. He outlined the opportunities that sponsorship of the event would provide to the Council in terms of promoting disability sport and also the economic and tourism benefits that the event would bring to the Council area. Accordingly, he recommended that the Committee approve sponsorship for the IFA in the sum of £650 to cover the costs associated with facility hire at the Billy Neill MBE Country Park on 22nd and 23rd June, 2023.

It was proposed by Councillor T Beckett, seconded by Councillor H Legge, and agreed that the Committee adopt the recommendation of the Head of Parks and Amenities.

5.5 National Tree Week

The Committee noted the contents of a report which outlined the range of activities which had taken place across the Council area to coincide with National Tree Week from 26th November to 5th December, 2022.

6.0 Confidential Report of the Director of Leisure & Community Wellbeing

The Chairman advised the Committee that the reasons for confidentiality for the following matters were, as set out in the agenda, 'confidential by virtue of Section 6, Part 1 of the Local Government Act (2014) Northern Ireland, i.e., information relating to the financial or business affairs of any particular person (including the Council holding that information)'.

It was proposed by Councillor J Laverty, seconded by Councillor H Legge, 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 being present.

6.1 Estimates Process 2023/24 – Update

The Committee considered a report which provided an overview of a range of cost-cutting measures and budgetary reductions which could be incorporated within the Department's estimates of expenditure for 2023/24.

Moved by Councillor A Gowan, seconded by Councillor T Beckett, and

Resolved – that the Committee agrees to endorse the range of cost-cutting measures and budgetary reductions as presented with the exception of the proposal relating to burial provision at weekends.

6.2 Update and Proposals to Support Asylum Seekers in LCCC

It was moved by Councillor N Anderson, seconded by Councillor A Grehan, and agreed that the Committee adopt the recommendation as contained within the report of the Head of Communities and notes her comments in relation thereto.

6.3 Procurement of Bowling Green Equipment

It was proposed by Councillor J Laverty, seconded by Councillor H Legge, and agreed that the Committee note the outcome of a procurement exercise and the award of contract for the above-mentioned equipment.

6.4 Procurement of Cemetery Equipment

It was proposed by Councillor A Gowan, seconded by Councillor T Mitchell, and agreed that the Committee endorse the contents of the financial appraisal for the above-mentioned equipment to enable the progression of the exercise to the procurement stage.

6.5 Sports Services – Tendering Exercises

It was proposed by Councillor T Mitchell, seconded by Councillor H Legge, and agreed that the Committee note the outcomes of two procurement exercises and the subsequent award of contracts within the Sports Services section.

6.6 Ulster Grand Prix 2023

The Committee, on the proposal of Councillor A Gowan, which was seconded by Councillor T Beckett, agreed to accede to a funding request in respect of the above-mentioned event on the proviso that the Dundrod & District Motorcycle Club also secured funding from Tourism NI.

7. Any Other Business – taken prior to confidential matters.

(Alderman J Tinsley joined the meeting at 18:48 and Councillors Jenny and John Palmer left the meeting at 18:50).

7.1 Provision of Crowd Control Barriers (1.17.03)

At the requests of Councillor Jenny Palmer and Councillor N Anderson, which were seconded by Alderman A Grehan, the Committee agreed that the Head of Parks and Amenities would undertake to provide crowd control and safety barriers at a number of community-based Christmas events across the district.

8. Resumption of Normal Business

It was proposed by Councillor J Laverty, seconded by Councillor R T Beckett, and agreed that normal business be resumed.

There being no further business, the meeting ended at 20:05.

Chairman

ESC 07 12 2022

36

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Environmental Services Committee held in the Council Chamber, Island Civic Centre, and remotely, on Wednesday 7th December 2022 at 6.00 pm****PRESENT IN CHAMBER:**

Councillor C McCreedy (Vice-Chairman)

Alderman J Baird and S P Porter

Councillors A P Ewing, A Givan and S Lee

PRESENT IN REMOTE LOCATION:

Alderman D Drysdale

Councillors F Cole, S Lowry, A McIntyre, R McLernon and S Skillen

OTHER MEMBERS:In Remote Location:

Councillor A Gowan

IN ATTENDANCE:In Chamber:

Director of Environmental Services
 Head of Service (Building Control)
 Head of Service (Environmental Health)
 Head of Service (Waste Management and Operational Services)
 Business Support Manager (DI)
 IT Officer
 Member Services Officers (CH CA)

In Remote Location

Environmental Health Managers (SP BT RL SC)

Commencement of the Meeting

At the commencement of the meeting, the Vice-Chairman, Councillor C McCreedy, welcomed those present to the meeting of the Environmental Services Committee, including those who were seated in the public gallery. The Vice-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 Vice-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. The Director of Environmental Services proceeded to outline the evacuation procedures in the case of an emergency.

1. Apologies (00:02:21)

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Right Worshipful the Mayor Councillor S Carson, Deputy Mayor Councillor M Guy and Chairman, Councillor M Gregg.

2. Declarations of Interest (00:02:42)

There were no Declarations of Interest.

3. Report by the Director of Environmental Services (00:02:53)

3.1 Environmental Services Performance Report (00:03:03)

The Director outlined the principal aspects of the above-mentioned report, together with the details contained within a table of key performance indicators, which gave an overview of the Department's performance, budget summary and changes in the risk dashboard during quarter two of the financial year 2022/2023.

Officers responded to a number of questions from the Committee arising from the report.

It was proposed by Alderman J Baird, seconded by Councillor S Lee, and agreed that the Committee note:

- the Q2 Environmental Services Budget Summary Reports covering the period 1st July 2022 to 30th September 2022;
- the outturn of operational metrics/service KPIs for Q2, 1st July to 30th September 2022;
- the outturn of Performance Improvement KPI for Q2, 1st July to 30th September 2022; and
- the Environmental Services Directorate Risk Dashboard.

4. Report by the Head of Service (Building Control) (00:15:24)

4.1 Street Naming – Off Mealough Road, Carryduff (00:15:31)

The Head of Service (Building Control) reported that Lagan Homes (NI) Ltd. had proposed names (first and second preference), as set out in his report, for a development of 34 dwellings situated off the Mealough Road, Carryduff as part of a phased development of 350 dwellings.

Members were provided with a copy of the development layout.

4.1 Street Naming – Off Mealough Road, Carryduff Cont'd

It was proposed by Alderman J Baird, seconded by Councillor S Lee, and agreed to recommend that the name Mealough Drive be allocated to the proposed development of 34 dwellings off the Mealough Road, Carryduff.

5. Report by the Head of Service (Environmental Health) (00:16:19)

5.1 Northern Ireland Agreement for Liaison – Investigation into Work Related Deaths (00:16:28)

The Head of Service's (Environmental Health) report outlined the background and key aspects of the revised Investigation of Work-Related Deaths - Northern Ireland Agreement for Liaison. It was reported that the new revision aimed to bring the original document, which was signed in 2007, up-to-date. A copy of the revised agreement had previously been circulated to Members.

It was proposed by Councillor A Givan, seconded by Alderman P Porter, and agreed to recommend that the Investigation of Work-Related Deaths - Northern Ireland Agreement for Liaison be signed.

5.2 Personal Protective Equipment at Work Regulations (NI) 1993 (00:18:27)

The Committee considered a report which provided information in connection with a public consultation launched by The Health and Safety Executive for Northern Ireland which contained proposals on amendments to the Personal Protective Equipment at Work Regulations (Northern Ireland) 1993 (S.R. 1993 No.20). It was reported that, currently, employers only have a duty to their 'employees' in respect to PPE – changes to the legislation would ensure that this duty also extend to 'limb (b)' workers.

Members were provided with a copy of the draft response to be submitted on behalf of the Council in support of the proposed change to the legislation.

Following discussion, it was proposed by Alderman J Baird, seconded by Alderman P Porter, and agreed to recommend that the Council's response in relation to the Personal Protective Equipment at Work Regulations (Northern Ireland) 1993 consultation be approved.

5.3 Northern Ireland Housing Executive (NIHE) Draft Corporate Plan 2022/23 – 2024/25 and Year 1 (2022/23) Business Plan (00:23:15)

The Committee considered a report which provided information in connection with a public consultation undertaken by the Northern Ireland Housing Executive (NIHE) in relation to the NIHE Draft Corporate Plan 2022/23 – 2024/25 and Year 1 (2022/23) Business Plan.

Members were provided with a copy of the draft response to be submitted on behalf of the Council.

5.3 Northern Ireland Housing Executive (NIHE) Draft Corporate Plan 2022/23 – 2024/25 and Year 1 (2022/23) Business Plan Cont'd

It was proposed by Councillor S Lee, seconded by Councillor A Givan, and agreed to recommend that the Council's response in relation to the NIHE Corporate Plan 2023-2028, to be submitted prior to the deadline of 14th December, be approved.

5.4 Minimum Age of Criminal Responsibility (MACR) Consultation (00:24:24)

The Committee considered a report which provided key information in connection with a public consultation from the Department of Justice in relation to the Minimum Age of Responsibility (MACR). It was reported that the Department for Justice wished to increase the MACR from ten years to fourteen years to bring Northern Ireland into line with international standards.

Members were provided with a copy of the draft response which was proposed to be submitted on behalf of the Council, the main recommendation in respect of which being that the Council support the increase in the MACR from ten years to between twelve and fourteen years.

Following a number of comments by Members of the Committee, it was proposed by Councillor A McIntyre, seconded by Alderman P Porter, and agreed to recommend that;

- a) the report in respect of the MACR consultation be noted;
- b) a corporate response to the consultation would not be submitted on behalf of the Council; and
- c) the MACR consultation be referred to Party Group Leaders and Independent Members to submit individual responses, noting the deadline of 23rd December 2022.

5.5 Toilet Provision in LCCC Area (00:47:35)

The Head of Service (Environmental Health) provided an update and outlined the next steps in relation to public toilet provision in the Council area. The findings of the feasibility study together with maps identifying Council and non-Council toilets available to the public within the Council area were circulated to Members.

The Head of Service responded to a number of comments and questions from the Committee arising from the report.

It was proposed by Alderman P Porter, seconded by Councillor S Lee, and agreed to recommend that the recommendations of the Head of Service be approved, namely;

- a) the report in respect of public toilet provision be noted;
- b) that the Committee agrees that no additional provision be progressed at this time and that appropriate signage be erected to promote public awareness, including walking time to the various locations;

5.5 Toilet Provision in LCCC Area Cont'd

- c) in line with the Council's Digital First preference, the locations and opening times of public toilets to appear not only on the Council's website but also through a general Google search be approved;

In addition, officers undertook to examine the feasibility of the following suggestions which were made during discussion:

- that the Council engage with AccessAble (previously named DisabledGo) with the view to adding the locations and opening times of the public toilets within the Council area to their website;
- that additional/enhanced public toilet provision in a suitable Lisburn City Centre location be referred to the Development Committee for future consideration under the City Centre Master Development Plan;
- that signage to promote public awareness would include the message "Not Every Disability is Visible";
- to carry out an audit of the digital information circulated to ensure it includes where accessible toilets were located;
- that Council area toilet provision information be included in the Council's City Wide publication for non-digital users.

5.6 Lisburn Area Renewals (LAR) – Translink Request to Lease an Area of Benson Street Off-Street Car Park (01:12:00)

The Committee considered a report outlining a previous request from Translink for use of an area of Benson Street Off Street Car Park as a compound for the storage of equipment during the track renewal project works. It was reported that the project, which had commenced in November 2022, would extend into spring 2024, and that whilst the capacity of Benson Street Car Park would be reduced, displacement of existing users was not considered to be of a significant scale. Such use of Council land required a licence to be issued for the term of use.

(At this juncture of the meeting, the Committee agreed to adjourn discussion in the matter and that it would be considered further under confidential business – item 7.2 refers).

5.7 Consultation on Proposed Changes to the Food Law Code of Practice (NI) (01:25:45)

The Head of Service's (Environmental Health) report provided information in connection with a public consultation launched by The Food Standards Agency for Northern Ireland, which contained proposals on changes to the Food Law Code of Practice (Northern Ireland), to support the implementation of the new Foods Standards delivery model.

5.7 Consultation on Proposed Changes to the Food Law Code of Practice (NI)
Cont'd

Members were provided with a copy of the draft response to be submitted on behalf of the Council, in support of the proposed changes to the Food Law Code of Practice.

It was proposed by Councillor A Givan, seconded by Councillor S Lee, and agreed to recommend that the Council response in relation to the consultation on proposed changes to the Food Law Code of Practice (Northern Ireland) be approved.

6. Any Other Business

There were no matters raised at this point in the meeting.

7. Confidential Report from the Director of Environmental Health Services
(01:26:37)

The Vice-Chairman, Councillor C McCreedy, advised that the confidential report item 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 P Porter, seconded by Alderman D Drysdale, and agreed that the following matters be considered "in committee", in the absence of members of the press and public being present.

The member of the press seated in the public gallery left the meeting (7.15 pm).

7.1 Estimates Process Update
(Report will not be made available)

Councillor A Gowan left the meeting remotely at 7.38 pm.

Councillor S Lee left the meeting at 8.10 pm and returned at 8.13 pm.

Alderman J Baird left the meeting at 8.28 pm and returned at 8.31 pm.

Following discussion it was proposed by Councillor A Givan, seconded by Councillor S Lee, and agreed to recommend:

- that the progress on the estimates process for 2023/2024 be noted;
- the Committee agreed to the options as outlined within the report to be applied to the final of the 2023/24 estimates.

7.2 Lisburn Area Renewals (LAR) – Translink Request to Lease an Area of Benson Street Off-Street Car Park

(Further to item 5.6 the Committee resumed discussion in this matter).

In response to a number of comments and questions from the Committee arising from the report the Director undertook to provide clarification in this regard and that the Head of Service (Environmental Health) would report back to committee.

8. Confidential Any Other Business

8.1 Mullaghaglass Odour Complaints

The Head of Service for Environmental Health provided a verbal update and the Committee agreed that further updates in relation to the above matter would no longer be required.

8.2 Waste Collection Proposal

The Head of Service for Waste and Operational Services provided a verbal update in relation to the Full Business case for the Kerbside Model.

The following dates were agreed by the Committee:

- All Members Workshop–Thursday 12th January 2023
- Special Council Meeting to consider Full Business Case–Wednesday 18th January 2023.

8.3 Current Tender Rate Variation: Driver Training

The Committee noted the Directors confirmation in relation to the above mentioned matter.

Resumption of Normal Business (01:26:58)

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

9. Any Other Business (01:27:03)

9.1 Holiday Waste Collection Dates (01:27:03)

In response to a question raised by Councillor S Lee, the Head of Waste Management and Operational Services reported that holiday collection dates were posted in the Item for Noting Schedule for Members information, it was agreed that this information would be re-circulated to Members.

ESC 07 12 2022

43

9. Any Other Business Cont'd9.2 Mallusk Waste Facility Update (01:27:40)

Alderman D Drysdale provided the Committee with an update in relation to the planning application of the Mallusk Waste Facility. He reported that the Minister had turned down the planning application and that the matter was expected to go through a Judicial Review in April 2023.

There being no further business, the meeting concluded at 9.08 pm.

Mayor/Chairman

GAC 08.12.2022

LISBURN & CASTLEREAGH CITY COUNCIL

44

Minutes of the Remote Meeting of the Governance and Audit Committee held on Thursday, 8 December, 2022 at 6:00 pm**PRESENT IN CHAMBER:**

Alderman D Drysdale
 Councillor Jenny Palmer (Vice-Chairperson)
 Aldermen J Baird, S Martin and J Tinsley
 Councillor A Swan

PRESENT IN REMOTE LOCATION:

The Right Worshipful the Mayor
 Councillor S Carson
 Aldermen O Gawith and S P Porter
 Councillors D J Craig, J Gallen and John Palmer

INDEPENDENT MEMBER:

Mr E Jardine (present in Chamber)

IN ATTENDANCE:**In Chamber:**

Director of Finance and Corporate Services
 Director of Service Transformation
 Head of Finance
 Head of Planning & Capital Development
 Performance Improvement Officer
 Risk Officer
 IT Officer
 Member Services Officers

In Remote Location:

Chief Executive
 Internal Audit Manager

Northern Ireland Audit Office

Mr P O'Sullivan (attending remotely)

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Alderman D Drysdale, welcomed those present to the meeting of the Governance and Audit Committee. He pointed out that the meeting would be audio recorded unless the item on the agenda was 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.

GAC 08.12.2022

45

The Chairman asked that mobile phones be put on silent or switched off for the duration of the meeting. The Director of Finance and Corporate Services outlined the evacuation procedures in the case of an emergency.

The Chairman welcomed to the meeting Mr P O'Sullivan, Northern Ireland Audit Office (NIAO).

1. Apologies (00:02:13)

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Deputy Mayor, Councillor M Guy, and Councillors S Lowry, G McCleave and C McCready.

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

There were no declarations of interest.

3. Report from the Performance Improvement Officer

3.1 Performance Improvement Objectives, Case Studies & Associated KPIs – 2nd Quarter Review (00:03:34)

Members having been provided with a copy of a quarterly monitoring document (covering July to September 2022) and a report from the 'Performance Management System' for the same period, it was proposed Councillor A Swan, seconded by Councillor Jenny Palmer and agreed to recommend that these be approved.

3.2 Complaints Report – Quarter 2 (00:05:02)

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 2022/23. Councillor Jenny Palmer commended staff for how they addressed issues and communicated with the public, which had led to a reduction in the number of complaints.

3.3 'You Said We Did' on Outcomes for Consultations Report on the Draft Performance Improvement Objectives 2022/23 (00:06:09)

Members having been provided with a 'You Said We Did' update on the additional points raised during 2022 consultation, it was proposed by Alderman J Baird, seconded by Councillor A Swan and agreed to recommend that this be approved.

GAC 08.12.2022

46

4. Report from the Risk Officer

4.1 Corporate Risk Register (00:07:30)

The Risk Officer 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. Presentations were made by the Head of Finance in respect of CRR7 Financial Sustainability and by the Head of Planning & Capital Development in respect of CRR4 Capital Programme. A number of Members' queries were responded to and, arising from discussion, it was agreed to recommend that, as part of the overall aim of continuous improvement, a review be carried out in respect of which capital projects would be considered by the Capital Projects Committee and which could be reported to the relevant Committee of Council.

On behalf of Members, Alderman S Martin wished to put on record, best wishes to the Head of Finance in her role as Chair of the Association of Local Government Finance Officers (ALGFO) this year.

Alderman Martin also wished it to be recorded that, over the past number of months, Members had been well-briefed in terms of the risks associated with the current financial outlook. This added a further layer of internal control and he thanked Officers for their efforts in that regard.

5. Report from the Chief Executive

5.1 Changes to Audit Approach for the 2022-23 Audit Cycle (01:05:42)

This item reported by the Director of Finance and Corporate Services.

The Right Worshipful the Mayor, Councillor S Carson, left the meeting during consideration of this item of business (7.10 pm), as did the Director of Service Transformation, Head of Planning & Capital Development and the Risk Officer.

Members noted the contents of correspondence from the NIAO advising of changes to the approach to the 2022-23 cycle. Mr O'Sullivan addressed several raised by Members in relation to this matter and, in particular, took note of:

- (a) concerns regarding the increase in audit fees;
- (b) a request that next year's audit fee be advised at an early date to allow it to be taken account of during consideration of estimates; and
- (c) comments that the audit process should be straightforward, given that the Council was a much smaller entity than many other public sector bodies, its accounting was fairly standard, it did not have a number of treasury components – this should be taken account of when determining the overall audit fee.

6. Any Other Business (01:17:07)

There was no other business.

GAC 08.12.2022

47

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 Alderman S Martin, seconded by Alderman J Baird and agreed that the following matters be considered “in committee”, in the absence of members of the press and public being present (7.19 pm).

7.1 Report by Performance Improvement Officer

7.1.1 NIAO Audit and Assessment Report 2021/22 (Report will be made available post-Council)

Members were provided with, and noted the contents of, a copy of the NIAO Audit and Assessment Report 2021/22, together with a copy of the Certificate of Compliance from NIAO.

Members put on record the fact that the Council having received an unqualified audit in respect of Performance Improvement was testament to the professionalism of its Officers and they were commended for their work. Mr O’Sullivan also thanked staff for their assistance in getting the audit returned to its pre-Covid timeframe.

The Performance Improvement Officer left the meeting at this point (7.26 pm).

7.2 Report by Internal Audit Manager

7.2.1 Internal Audit Progress Report – November 2022 (Report will not be made available)

Members were provided with, and noted the contents of, a copy of an Internal Audit Progress Report – November 2022. This report summarised internal audit work and progress against the Operational Plan since the last meeting of the Committee on 9 June, 2022. A copy of any internal audit reports referred to in the progress report were also provided in full on SharePoint for Members’ information.

7.2.2 Revised Internal Audit 2022/23 Operational Plan (Report will not be made available)

Members having been provided with a copy of a revised Internal Audit 2022/23 Operational Plan, it was proposed by Alderman J Baird, seconded by Councillor A Swan and agreed to recommend that this be approved.

GAC 08.12.2022

48

7.3 Report by Director of Finance and Corporate Services

7.3.1 Report to Those Charged With Governance (Report will be made available post-Council)

Members were provided with, and noted the contents of, a copy of the Report to Those Charged with Governance. During discussion, the Chief Executive noted comments in relation to the regular updating of the Contracts Register and agreed that a report would be presented to Members on this matter in the New Year.

7.4 Report by Chief Executive

7.4.1 Acceptance of Six Monthly Statements of Assurance for the Period April to September 2022 (Report will not be made available)

Members having been provided with a copy of the six monthly Statements of Assurance, it was agreed to recommend that these be approved.

It was proposed by Alderman S Martin, seconded by Councillor Jenny Palmer and agreed to recommend that, in future, only the Chief Executive's Statement of Assurance be reported to the Committee on a six monthly basis, with this arrangement to be reviewed if necessary.

7.5 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.

The following Officers left the Meeting prior to the closed session taking place (7.43 pm): Chief Executive, Director of Finance and Corporate Services, Head of Finance and Member Services Officers.

Resumption of Normal Business

It was proposed by Councillor A Swan, seconded by Alderman J Baird, and agreed to come out of committee.

There being no further business, the meeting was terminated at 8.12 pm.

Mayor/Chairman

PC 07.11.2022

49

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 7 November 2022 at 10.00 am****PRESENT IN CHAMBER:**

Alderman J Tinsley (Chairman)
 Aldermen W J Dillon MBE, D Drysdale and O Gawith
 Councillors D J Craig, M Gregg, U Mackin and A Swan

PRESENT IN REMOTE LOCATION:

Councillor John Palmer (Vice-Chairman)
 Alderman A Grehan
 Councillor J McCarthy

IN ATTENDANCE IN CHAMBER:

Director of Service Transformation
 Head of Planning & Capital Development
 Principal Planning Officer (RH)
 Senior Planning Officers (RT and MB)
 Member Services Officers
 Technician
 IT Officer

Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor

IN ATTENDANCE IN REMOTE LOCATION:

Mr S Masterson (Cleaver Fulton Rankin) – Legal Advisor

Commencement of Meeting

At the commencement of the meeting, the Chairman, Alderman J Tinsley, welcomed those present to the Planning Committee. The Chairman pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be audio recorded.

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

The Head of Planning & Capital Development advised on housekeeping and evacuation procedures.

1. Apologies

There were no apologies.

PC 07.11.2022

50

2. Declarations of Interest

At this point, declarations of interest were made as follows:

- Alderman D Drysdale in respect of item 4.1 (iv) Planning Application LA05/2022/0133/F, as he had met with both parties involved and did express an opinion; and
- Alderman A Grehan in respect of item 4.1 (v) Planning Application LA05/2021/0067/F as she had been involved in this matter through the Northern Ireland Housing Executive.

The Chairman, Alderman J Tinsley, pointed out that all Members of the Planning Committee would have an interest in Planning Applications LA05/2022/0290/F and LA05/2022/0598/F. However, section 6.6 of the Northern Ireland Local Government Code of Conduct for Councillors provided dispensation for Members to speak, and vote on, these applications.

During the meeting, the following further declaration of interest was made:

- Councillor D J Craig in respect of item 4.4, Submission of Pre-Application Notice (PAN) for the erection of new post primary school, primary school and nursery unit with associated works including car park, bus drop-off area and playing pitches at Forthill, given that he was a member of the Education Authority Board.

3. Minutes of Meeting of Planning Committee held on 3 October, 2022

It agreed that the minutes of the meeting of Committee held on 3 October, 2022 be confirmed and signed.

4. Report from the Head of Planning & Capital Development

4.1 Schedule of Applications

4.1.1 Applications to be Determined

The Head of Planning & Capital Development advised that, at the request of the Northern Ireland Environment Agency, Water Management Unit, Planning Application LA05/2020/0998/F had been removed from the schedule as further information was required.

Councillor John Palmer joined the meeting at this point, as did Councillor S Mullholland (10.10 am).

The Legal Advisor, Mr S Masterson, 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.

PC 07.11.2022

51

- (i) LA05/2021/0206/O – Demolition of existing building and construction of 4 detached two-storey dwellings with garages at 14a Feumore Road, Ballinderry Upper, Lisburn (00:09:50)

Councillor S Mulholland left the meeting during consideration of this item of business (11.20 am).

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

The Chairman, Alderman J Tinsley, put on record his thanks to the residents of 14g Feumore Road for permitting Members attending the recent site visit to come onto their property to allow full examination of the site.

The Committee received the following speakers, who responded to a number of queries raised by Members:

- Mr P Donnelly – against the application
- Councillor R T Beckett – against the application
- Mr D Donaldson (accompanied by Mr J Caithness and Mr J Mairs for the purpose of answering questions) – in support of the application

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

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed, on a vote being taken, to adopt the recommendation to approve the application, the voting being 6 in favour and 5 against.

Mr S Masterson, Legal Advisor, left the meeting and Mr B Martyn, Legal Advisor, arrived to the meeting at this point (11.24 am).

- (ii) LA05/2021/0836/F – Proposed infill dwelling on site adjacent to 113 Belfast Road, Saintfield (01:18:30)

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

The Committee received Mr G Rolston to the meeting in order to speak in support of the application and he responded to a number of queries raised by Members.

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

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed, on a vote being taken, to adopt the recommendation to refuse the application, the voting being 8 in favour and 3 against.

PC 07.11.2022

52

Adjournment of Meeting

The Chairman, Alderman J Tinsley, declared the meeting adjourned for a comfort break at this point (12.34 pm).

Resumption of Meeting

The Chairman, Alderman J Tinsley, declared the meeting resumed (12.42 pm).

- (iii) LA05/2022/0598/F – Change of use of a loading bay to a parklet adjacent to The Cardan, Lisburn, at The Cardan Bar & Grill, 41 Railway Street, Lisburn (02:29:15)

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

No requests for speaking rights had been received in respect of this application and there were no queries raised with Planning Officers.

Vote

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

Adjournment of Meeting

The Chairman, Alderman J Tinsley, declared the meeting adjourned for lunch (12.48 pm).

Resumption of Meeting

The Chairman, Alderman J Tinsley, declared the meeting resumed (1.30 pm).

- (iv) LA05/2022/0290/F – Proposed replacement of an existing all weather astro turf pitch and existing grass pitch with a new 3G pitch, additional car parking spaces, floodlighting, fencing, ball catching netting, pedestrian and vehicle access gates, retaining walls, and access path and all associated site works at Lough Moss Leisure Centre, Hillsborough Road, Carryduff BT8 8HR (02:35:44)

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

The Committee received Mr A Gibson and Mr B Courtney (Head of Sports Services) in order to speak in support of the application and they address a number of Members' queries.

In response to a query by Councillor M Gregg, Mr Gibson stated that the specification for lighting had not been approved and the provision of redshift led eco-friendly lighting could be looked at as part of the proposed condition relating to lighting.

PC 07.11.2022

53

- (iv) LA05/2022/0290/F – Proposed replacement of an existing all weather astro turf pitch and existing grass pitch with a new 3G pitch, additional car parking spaces, floodlighting, fencing, ball catching netting, pedestrian and vehicle access gates, retaining walls, and access path and all associated site works at Lough Moss Leisure Centre, Hillsborough Road, Carryduff BT8 8HR (Contd)

The Chairman, Alderman J Tinsley, stated that Mr B Courtney should respond directly to Councillor John Palmer in respect of his query regarding wind turbines.

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

Vote

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

- (v) LA05/2021/0067/F – Residential development comprising 90 dwellings in a mix of apartments, detached and semi-detached dwellings, bungalows and townhouses with associated car parking and landscaping at lands at 49-51 Hillsborough Old Road, Lisburn, BT27 5EW (03:18:11)

Having declared an interest in this item of business, Alderman A Grehan left the meeting during its consideration.

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

No requests for speaking rights had been received in respect of this application.

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

During discussion, the following was agreed:

- Condition 12 should read "Prior to construction of the first dwelling commencing, the detailed drainage design shall be submitted to and agreed in writing with the Council;
- a planning condition would be included stipulating that the play park should be constructed in the location indicated in the plans and prospective residents should acquaint themselves with those drawings; and
- the wording of condition 5 be strengthened to ensure provision of the play park at an earlier stage.

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed, on a vote being taken, to adopt the recommendation to approve the application, the voting being 9 in favour and 1 against.

PC 07.11.2022

54

Adjournment of Meeting

The Chairman, Alderman J Tinsley, declared the meeting adjourned for a comfort break at this point (3.17 pm).

Resumption of Meeting

The Chairman, Alderman J Tinsley, declared the meeting resumed (3.26 pm).

Alderman A Grehan had returned to the meeting.

- (vi) LA05/2021/1358/O – Proposed dwelling and garage between 21 and 25 Mill Road West, Belfast (04:19:15)

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

The Committee received the following speakers, who responded to a number of queries raised by Members:

- Ms C Millar – for the application and against the recommendation
- Councillor N Anderson – for the application and against the recommendation

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

Following discussion, it was proposed by Alderman O Gawith, seconded by Alderman D Drysdale and, on a vote being taken, agreed that this application be deferred for a site visit, the voting being 6 in favour and 5 against.

- (vii) LA05/2022/0133/F – Car port with decking over and a 900mm balustrade (retrospective) at 8 Robbs Road, Dundonald, BT16 2NA (5:10:20)

Having declared an interest in this item business, Alderman D Drysdale left the meeting at this point (4.17 pm).

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

The Committee received Mrs McMillen in order to speak in support of the application.

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

Vote

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

PC 07.11.2022

55

- (viii) LA05/2020/0998/F – Planning application for the retention of an existing on-farm (500KW) Anaerobic Digestion Facility (to include provision for 1 Digestate Storage Tank, 1 covered Digestate Tank, 2 Agricultural Feedstock Storage Clamps, Biogas Feeder System, Associated CHP, pump room and office building, Emergency Backup Generator Container, Containerised Pressure Relief Container, Underground Pre-Reception Tank, 5 erected Lighting Columns, associated retaining walls and existing hard standing area and access laneway, together with the proposed erection of a portal roof covering over the existing feedstock storage clamps, proposed new solid separator clamp and feedstock building, weighbridge, ancillary works and associated landscaping at lands approximately 175 meters west of Lisleen Road East, Comber, BT5 7TG

As advised at the start of the meeting, this application was withdrawn from the schedule.

4.2 Statutory Performance Indicators – September 2022 (05:48:03)

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed that the Statutory Performance Indicators for September 2022, together with the explanatory narrative in this regard, be noted.

4.3 Planning Statistics for Quarter 1 (April – June 2022) (05:51:27)

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed that the planning statistics for Quarter 1 (April – June 2022) be noted.

4.4 Submission of Pre-Application Notice (PAN) for the erection of new post primary school, primary school and nursery unit with associated works including car park, bus drop-off area and playing pitches at Forthill, Lisburn (05:53:08)

Having declared an interest in this item of business, Councillor D J Craig took no part in its consideration.

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed that the Pre-Application Notice in relation to the above application be noted and submitted in accordance with the relevant section of the legislation and related guidance.

4.5 Submission of Pre-Application Notice (PAN) for the proposed erection of 8 industrial units, related access improvements, parking and ancillary site works at Comber Road, Dundonald (05:53:51)

The Head of Planning & Capital Development advised that the above application was in fact for 9 industrial units. The applicant had erred in the submission.

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed that the Pre-Application Notice in relation to the above application be noted and submitted in accordance with the relevant section of the legislation and related guidance.

PC 07.11.2022

56

- 4.6 Submission of Pre-Application Notice (PAN) for the erection of discount food store, provision of accesses, car parking, landscaping and associated site works at Sprucefield Park, Lisburn (05:55:26)

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed that the Pre-Application Notice in relation to the above application be noted and submitted in accordance with the relevant section of the legislation and related guidance.

- 4.7 Replacement of the Northern Ireland Planning Portal (05:56:13)

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed that the current position in relation to the implementation of the new Planning Portal System be noted.

- 4.8 Planning Publication Policy (05:59:50)

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed to note information in relation to the Planning Publication Policy.

- 4.9 Abandonment at Quay Street, Lisburn (05:59:35)

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed to note correspondence for the Department for Infrastructure and to progress on the abandonment of land at Quay Street, Lisburn.

- 4.10 Cost Award Appeal Decision in respect of Planning Application LA05/2017/0882/F (06:00:38)

It was proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed to note the decision of the Planning Appeals Commission in respect of the above planning application and that Officers pursue costs with the applicant.

5. Any Other Business

- 5.1 January 2023 Committee Meeting (06:01:25)
Chairman, Alderman J Tinsley

The Chairman, Alderman J Tinsley, advised that, in light of the first Monday in January being a Bank Holiday, the Planning Committee meeting would take place on Monday, 9 January, 2023.

There being no further business, the meeting was terminated at 5.09 pm.

Chairman/Mayor



Proposal

"This council is deeply concerned that the £600 energy support payment due to people across Lisburn and Castlereagh who are enduring severe cost-of-living pressures has not yet been made, despite DUP assurances it would be paid in November.

Notes that as a result of the DUP boycott of power-sharing, responsibility for delivering this payment rests with the British government.

Is further concerned that as temperatures drop and winter deepens many families struggling to pay soaring energy bills will have budgeted for this payment being made before Christmas as promised.

And therefore calls on the British government to urgently provide clarity on the delivery of the payments, it is well past time that these were delivered with no more broken promises."

Proposer: Cllr. Ryan Carlin (Cllr Ryan Carlin)

