



November 17th, 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 **Tuesday, 22nd November 2022 at 7:00 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.

A light buffet will be available in Lighters Restaurant from 6.00 pm.

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 November 2022.pdf*

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2.0 APOLOGIES

3.0 DECLARATIONS OF MEMBERS' INTERESTS

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

4.0 COUNCIL MINUTES

4.1 Council Meeting - 25 October, 2022

📄 *MM 25.10.2022 Draft Minutes for Adoption.pdf*

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5.0 MATTERS ARISING

6.0 DEPUTATIONS

None

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

- 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

- Lisburn and Castlereagh City Council and Killarney Christmas Tree Farm, Ballyhar Road, Knockasarnett, Killarney, Co Kerry, Ireland V93 NXK4 – Contract for Procurement of Civic and Community Harvested Christmas Trees

8.0 ADOPTION OF MINUTES OF COMMITTEES

- | | | |
|------------|--|----------------|
| 8.1 | Leisure and Community Development Committee - 1 November, 2022
📄 LCDC 011122 Draft Minute for Adoption 1.pdf | Page 15 |
| 8.2 | Environmental Services Committee - 2 November, 2022
📄 ESC 02.11.2022 Draft Minutes for Adoption.pdf | Page 19 |
| 8.3 | Development Committee - 3 November, 2022
📄 DC 03 11 2022 Draft Minutes for Adoption.pdf | Page 26 |
| 8.4 | Corporate Services Committee - 9 November, 2022
📄 CSC 09 11 2022 Draft minute for adoption.pdf | Page 33 |
| 8.5 | Planning Committee (For Noting) - 3 October, 2022
📄 PC 03.10.2022 - Ratified Minutes.doc.pdf | Page 44 |

9.0 REPORT FROM CHIEF EXECUTIVE

None

10.0 REPORTS FROM MEMBERS ON BOARDS

None

11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE

None

12.0 NOTICES OF MOTION

None

13.0 CONFIDENTIAL BUSINESS

13.1 Employee Recognition

Confidential 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

14.0 ANY OTHER BUSINESS

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Monday 17th October

Mayor to attend the Suffragette Movement in Lisburn: The story of Lillian Metge- Launch event, Irish Linen Museum

Tuesday 18th October

Mayor to attend NI Amenity 'Best Kept' Awards, Lagan Valley Island

Wednesday 19th October

Mayor to attend Press Launch for Motorcycle Plus Show, Eikon Centre

Thursday 20th October

Mayor to attend the Green Legacy Hiroshima Tree Planting, Greenmount

Mayor to attend reception for Mencap Board of Trustees, Lagan Valley Island

Friday 21st October

Mayor to attend Meadow Bridge Primary School to present School Council Badges

Mayor to attend Open Day & Launch - Community Fridge, Resurgam Healthy Living Centre - Laganview Enterprise Centre

Mayor to attend LCCC Drayne's Farm Sports Awards, La Mon

Saturday 22nd October

Mayor to attend PCSP Grand Choice Marketplace Event, Trinity Methodist Church Hall, Lisburn

Tuesday 25th October

Mayor to visit Cairnshill Primary School

Wednesday 26th October

Mayor to attend NI Veterans Awards Dinner, Stormont Hotel

Thursday 27th October

Mayor to attend Royal British Legion, Lisburn Branch Poppy Launch, Lisburn War Memorial

Mayor to attend LCCC Twilight Night & Lantern Parade

Friday 28th October

Mayor to host reception for Stroke Group based in Laganview Centre, Lisburn

Mayor to host reception for William McLarnin MBE, for services to scouting and voluntary service in County Down

Saturday 29th October

Mayor to attend Bucket Collection for Mayoral Charities, Tesco Bentrin Road

Mayor to attend opening of Egyptian Society of NI Headquarters, Lisburn

Mayor to attend NI Children's Hospice Gala Ball, Titanic Exhibition Centre

Wednesday 2nd November

Mayor to host reception for Sam English, retiring after 47 years in the Council, Mayor's Parlour

Mayor to attend 80th Anniversary Parade of the Sea Cadets, Carrickfergus

Friday 4th November

Mayor to attend Special Olympics Reception, Lagan Valley Island

Saturday 5th November

Mayor to attend U18 National Cup Tournament being hosted by Phoenix BC, Lisburn Racquets Club

Tuesday 8th November

Mayor to host reception for Damask Outreach Programme, Lagan Valley Island

Mayor to host reception for St John's Ambulance in recognition of the volunteers for their outstanding contribution during the Covid Pandemic, Lagan Valley Island

Thursday 10th November

Mayor to host Ballycarrickmaddy Primary School, Lagan Valley Island

Friday 11th November

Mayor to attend 2 Minute Silence at Lisburn War Memorial

Mayor to visit Millennium Primary School

Mayor to attend Service of Remembrance, Ballinderry War Memorial Hall

Saturday 12th November

Mayor to attend the launch of Mid Down & Lisburn District Community Responders Scheme (meet the volunteers), Lisburn Omniplex

Mayor to attend Lisburn Golf Club Annual Dinner & Presentation Evening

Sunday 13th November

Mayor to attend wreath laying at Hilden War Memorial, Lisburn

Mayor to attend Service of Remembrance at Lisburn War Memorial and Railway Street Presbyterian Church

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING**Friday 28th October**

Deputy Mayor to attend Prize Day Celebrations, St. Patrick's Academy Lisburn

Saturday 5th November

Deputy Mayor to attend Carryduff GAC 50th Anniversary Gala Ball, Europa Hotel

Friday 11th November

Deputy Mayor to hold 2 Minute Silence for customers and staff at Lagan Valley Island

Sunday 13th November

Deputy Mayor to attend Service of Remembrance at Hillsborough War Memorial and First Hillsborough Presbyterian Church

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of the Meeting of Council held in the Council Chamber and Remote Locations on Tuesday 25 October, 2022 at 7:03 pm**PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor S Carson

Deputy Mayor
Councillor M Guy

Aldermen W J Dillon MBE, D Drysdale, A G Ewart MBE,
O Gawith, M Henderson MBE, S Martin, S P Porter and
J Tinsley

Councillors R T Beckett, F Cole, D J Craig, A P Ewing,
A Givan, A Gowan, M Gregg, S Hughes, J Lavery BEM,
S Lee, H Legge, C McCready, A McIntyre, R McLernon,
T Mitchell, John Palmer, S Skillen, A Swan and N Trimble

PRESENT IN REMOTE LOCATION:

Alderman J Baird (from 8.11 pm), Councillors N Anderson,
R Carlin, S Lowry, G McCleave, S Mulholland

IN ATTENDANCE:

Lisburn & Castlereagh City Council

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

Mr Jonathan Storey (deputising for 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.

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.

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Prayers

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

- Mr John Toal, father of our colleague, Stephen Toal, Outdoor Facilities Officer, based at Lagan Valley Island.
- Our friend and colleague, Mr Stephen Gordon, Handyman/Driver, based at Lagan Valley LeisurePlex.

The Right Worshipful the Mayor also wished to remember in prayer Councillor U Mackin who was recovering from surgery the previous week and, on behalf of the Council, extended best wishes to Councillor Mackin following his surgery.

The Right Worshipful the Mayor extended a welcome to Mr Jonathan Storey who was in attendance at the meeting in the absence of the Mayor's Chaplain. Mr Storey gave an address during which he too remembered the bereaved families referred to by the Mayor and also Councillor U Mackin who was recovering from surgery.

The Right Worshipful the Mayor, Councillor S Carson, thanked Mr Storey for his attendance following which Mr Storey left the meeting (7.14 pm).

Councillor R Carlin joined the meeting at 7.06 pm.

1. Business of The Right Worshipful the Mayor

1.1 Mayor's Engagements

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

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman A Grehan and Councillors J Gallen, J McCarthy, U Mackin and Jenny Palmer.

3. Declarations of Interest

During the course of the meeting Councillor A Gowan declared an interest in the following matters:

- a) item 3.2 of the Leisure & Community Development Committee minutes of 4 October 2022 (DEA Investment Programme DIY Community Fund – Outcome of Assessment) – in view of his membership of one of the groups that had received funding, namely Anahilt Primary School PTA, and

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3. Declarations of Interest (Cont'd)

- b) item 5.1 of the Leisure & Community Development Committee minutes of 4 October 2022 (DEA Investment Fund – Keep the Ball Rolling) in view of family members' membership of groups that had received funding.

Councillor Gowan submitted a completed Declaration of Interest form detailing the names of the groups concerned.

4. Council Minutes

It was proposed by Councillor T Mitchell, seconded by Councillor N Trimble, and agreed that the minutes of the meeting of Council held on 27 September, 2022 be confirmed and signed.

It was proposed by Councillor M Gregg, seconded by Councillor A Givan, and agreed that the minutes of the Special meeting of Council held on 30 September, 2022 be confirmed and signed.

It was proposed by Councillor D J Craig, seconded by Councillor M Gregg, and agreed that the minutes of the Special meeting of Council held on 11 October, 2022 be confirmed and signed.

It was proposed by Councillor J Laverty, seconded by Councillor M Gregg, and agreed that the minutes of the Special meeting of Council held on 18 October, 2022 be confirmed and signed.

Councillor A McIntyre entered the meeting at 7.15 pm.

5. Matters Arising

There were no matters arising from the above minutes.

6. Deputations

There were no deputations.

7. Business Required by Statute

(i) Signing of Legal Documents

It was agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and Greentown Traffic Management Ltd, 65a Marble Arch Road, Florencecourt, Enniskillen, Co Fermanagh BT92 1DE – Contract for Traffic Management Provision/Advice/Design and Installation

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(i) Signing of Legal Documents (Cont'd)

- Lisburn and Castlereagh City Council and Cobra Specialist Security Services Ltd, Unit C6 Knockmore Hill Business Park, 9 Ferguson Drive, Lisburn BT28 2EX – Contract for Lock and Unlock, Key Holding and Alarm Response for Council Facilities
- Lisburn and Castlereagh City Council and Eventsec Ltd, SSE Arena, 2 Queen's Quay, Belfast BT3 9QQ – Contract for Stewarding and Crowd Control for LCCC Events
- Lisburn and Castlereagh City Council and Ulster Friends Trustees Limited, Friends School Lisburn, Magheralave Road, Lisburn, County Antrim BT28 3BH – Contract for Sale of Friends' Meeting House, Maghaberry
- Lisburn and Castlereagh City Council and J P Corry's (Lisburn), Unit 3 Laganside Business Park, Hillsborough Old Road, Lisburn BT27 5EW – Contract for Tender for Supply of General Hardware Materials (T21/22-027)
- Lisburn and Castlereagh City Council and the Department for Infrastructure, Clarence Court, 10-18 Adelaide Street, Belfast BT28GB – Contract for the provision of Off Street Parking Enforcement and a Penalty Charge Notice Processing Service
- Lisburn and Castlereagh City Council and Maurice Flynn and Sons Ltd, Saunders House, Springbank Industrial Estate, 2 Springbank Road, Belfast BT17 0QL & Sunbelt Rentals Ltd, 102 Dalton Avenue, Birchwood, Warrington WA3 6YE – Contract for Annual Tender Schedule – AT2 Hire of Plant and Machinery – 1st September 2022 – 31st August 2025
- Lisburn and Castlereagh City Council and Whitemountain Quarries Ltd t/a Breedon, 5 Blackwater Road, Mallusk, Co Antrim BT36 4TZ & Gibson (Banbridge) Ltd, 1 Kilmacrew Road, Banbridge, Co Down BT32 4ES & Tullyraine Quarries Ltd, 122 Dromore Road, Banbridge, Co Down BT32 4EG & Northstone (NI) Ltd, Materials Division, Head Office, Croaghan Quarry, Shinnny Road, Coleraine BT51 4PS & John McQuillan (Contracts) Ltd, 11 Ballinderry Road, Lisburn BT28 2SA – Contract for Annual Tender Schedule – AT3 Supply/Delivery/Laying of Quarry and Bituminous Bound Materials and Associated Items – 1st September 2022 – 31st August 2025
- Lisburn and Castlereagh City Council and Shannon Roadmarkings Ltd, 4 Garnock, Belfast BT11 9NP & BPF Road Marking Ltd, 86 Annacloy Road, Downpatrick BT30 9AJ & Road Safety Contracts Ltd, 102 Glen Road, Maghera BT46 5JG – Contract for Annual Tender Schedule – AT4 Line Marking – 1st September 2022 – 31st August 2025
- Lisburn and Castlereagh City Council and Maxwell Catering Ltd, The Clubhouse Bar & Grill, 39 Dunleady Park, Belfast, Co Down BT16 1JU – Operating Agreement relating to Castlereagh Hills Golf Course – Restaurant and Bar

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8. Adoption of Minutes of Committees**Leisure and Community Development Committee****4 October, 2022**

Proposed by Councillor D J Craig

Seconded by Councillor T Mitchell

Matters ArisingItem 3.1 Page 556Hardship Funding Programme

Alderman Porter reminded the Council that at its meeting in August 2022 he had proposed that a report be prepared on how the Council could support the voluntary and community sectors in their support to those most affected by the current cost of living crisis, such a report to include how the Council could also support local business sectors at this time. In this regard Alderman S P Porter welcomed the establishment of the Hardship Funding programme for local community groups and commended highly the Officers concerned for their efforts in progressing this Programme in a timely manner.

Alderman S P Porter requested that Officers take appropriate steps to ensure that they have the most up-to-date contact details for the local voluntary and community groups to ensure that any communication from the Council was sent to the correct individual and correct location.

Item 3.2 Page 557DEA Investment Programme DIY Community Investment Fund – Outcome of Assessment

Alderman S P Porter referred to his request at the August meeting of Council that consideration be given as to how the Council could support the local business Community during the current cost of living crisis and requested that, if not already done, a report on hardship funding to local businesses be brought to the Development Committee and that this funding be progressed as quickly as possible. Alderman Porter commended those Officers who had been involved in progressing these important funding programmes to date.

In response the Director of Service Transformation assured the Member that he would follow up this particular issue with the Director of Leisure & Community Wellbeing and her team with a view to taking a report to the Development Committee.

Environmental Services Committee**5 October 2022**

Proposed by Councillor M Gregg

Seconded by Councillor C McCready

Development Committee**6 October 2022**

Proposed by Alderman A G Ewart

Seconded by Alderman D Drysdale

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Capital Projects Committee

11 October 2022

Proposed by Councillor S Lowry
Seconded by Councillor S Lee

Councillor Lowry reminded the Council that the minutes of the Capital Projects Committee were subject to 'Call In'.

Corporate Services Committee

12 October 2022

Proposed by Councillor S Hughes
Seconded by Alderman S Martin

Matters ArisingItem 5.2 Page 586Local Government Staff Commission

Alderman W J Dillon having referred to the comments made earlier by Alderman S P Porter in connection with the Council's hardship funding programme, wished to put on record his dissent to the decision of the Corporate Services Committee to pay the Council's contribution of £31,359 to the Local Government Staff Commission.

Planning Committee

5 September, 2022

The minutes of the Planning Committee meeting of 5 September, 2022 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 3 October, 2022. It was proposed by Councillor John Palmer, seconded by Councillor A Swan, and agreed that their contents be noted.

9. Report from Chief Executive

There were no reports from the Chief Executive.

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.

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12. Notice of Motion12.1 Recognition and Celebration of the Coronation of His Majesty,
King Charles III
Councillor S Skillen

A copy of the following Notice of Motion in the name of Councillor S Skillen had been circulated to Members with the notice convening the meeting:

“This Council recognises that residents across Lisburn and Castlereagh will welcome and celebrate the Coronation of His Majesty the King, Charles III.

We note that the Coronation has been announced to take place on Saturday, 6th May 2023.

To mark this momentous occasion, Council requests the creation of a Coronation Member/Officer Working Group to develop and present proposals and costs to the relevant Committee, including funding opportunities for communities and organisations who wish to join together in recognition and celebration.”

The Right Worshipful the Mayor, Councillor S Carson, advised that the above Notice of Motion would be debated at the meeting that evening.

The Notice of Motion, as proposed by Councillor S Skillen, was seconded by Alderman W J Dillon.

Councillor S Skillen elaborated on her Notice of Motion. At the outset Councillor Skillen referred to the announcement by Buckingham Palace that the Coronation of His Majesty King Charles III would take place on 6 May 2023 at Westminster Abbey. Councillor Skillen stated that this Council has had a long affiliation with the Royal family, and made reference to:

- HM Queen Elizabeth II had officially opened this building, the Council's Headquarters, back in 2001
- this Council had the honour of Hillsborough being bestowed with Royal status in 2021
- this Council had the honour of receiving a visit from King Charles III in September this year to Royal Hillsborough when he had received a warm welcome

Councillor Skillen stated that the Coronation would mark the symbolic celebration of King Charles III's reign with much pageantry and ritual. The majority of ratepayers have not had an opportunity to celebrate a coronation, the last one being the Queen Elizabeth II's Coronation in 1953 and the Coronation prior to that being King Edward VII's in 1902.

Councillor Skillen emphasised that King Charles III intended on having a scaled down Coronation ceremony in light of the current cost of living crisis and was hopeful that this cost of living crisis would be taken into account by the

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12.1 Recognition and Celebration of the Coronation of His Majesty,
King Charles III (Cont'd)
Councillor S Skillen

Coronation Member/Officer working group in progressing proposals and associated costs. Councillor Skillen also emphasised that this Council should mark this momentous occasion for our communities and looked forward to seeing the plans coming forward which would create lasting memories for our ratepayers.

Having seconded the Notice of Motion, Alderman W J Dillon commended Councillor S Skillen for her efforts in bringing her motion forward. Alderman Dillon stated that he was old enough to remember coronation of HM Queen Elizabeth II having been a young school boy at Friends School Lisburn. Alderman Dillon was of the opinion that it would be appropriate to refer this Notice of Motion to the Leisure & Community Development Committee for progressing.

A number of Members spoke in support of the Notice of Motion, namely Councillor N Anderson, Alderman S Martin, Councillor R T Beckett, Councillor A Gowan, Alderman S P Porter and Alderman J Tinsley.

Councillor G McCleave spoke in opposition to the Notice of Motion during which he referred to the current cost of living crisis. He stated that the celebrations by communities should not be at the cost to ratepayers, and for this reason he would not support the motion.

The Right Worshipful the Mayor responded to the comments from the previous speakers in connection with the most appropriate Committee to progress this Notice of Motion.

Alderman S Martin, during his contribution, paid tribute to Cllr H Legge who had chaired the Queen's Platinum Jubilee working group. Alderman Martin commended the work of this working group and stated that it would be remiss not to acknowledge the work of that working group which he had the pleasure of sitting on during his Mayoral year. He felt that this working group had delivered a very inclusive programme of events.

The Right Worshipful the Mayor welcomed Alderman Martin's comments in relation to the Queen's Platinum Jubilee Working Group. He too commended Councillor Legge for her efforts thereon.

Councillor R Carlin spoke in opposition to Councillor Skillen's Notice of Motion. He stated he would not support the Notice of Motion as it was putting unnecessary burden on the ratepayers during the cost of living crisis.

Councillor S Skillen thanked those Members who had spoken in support of her Notice of Motion and reminded Members that her motion had acknowledged the cost of living crisis.

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12.1 Recognition and Celebration of the Coronation of His Majesty,
King Charles III (Cont'd)
Councillor S Skillen

Prior to the Notice of Motion being put to the Council and at the request of Alderman S Martin, the Chief Executive provided further clarification on the matter of the appropriate Committee to progress this Notice of Motion. Councillor Skillen indicated that she would be of the opinion that her motion would sit better with the Leisure & Community Development Committee but acknowledged that it was a decision for the Council to make.

At this point Alderman S Martin proposed an amendment to Councillor Skillen's Notice of Motion that the words "under the Leisure & Community Development Committee" be inserted in the third sentence.

Councillor S Skillen indicated that she was content with Alderman Martin's amendment.

Councillor D J Craig requested that a recorded vote be taken on the Notice of Motion as amended by Alderman S Martin.

The Notice of Motion in the name of Councillor S Skillen, seconded by Alderman W J Dillon, and as amended by Alderman S Martin, was put to the meeting and declared "carried," namely;

"This Council recognises that residents across Lisburn and Castlereagh will welcome and celebrate the Coronation of His Majesty the King, Charles III.

We note that the Coronation has been announced to take place on Saturday, 6th May 2023.

To mark this momentous occasion, Council requests the creation of a Coronation Member/Officer Working Group under the Leisure & Community Development Committee to develop and present proposals and costs to the relevant Committee, including funding opportunities for communities and organisations who wish to join together in recognition and celebration."

The vote was recorded as follows:

In Favour: Councillor N Anderson, Councillor R T Beckett, Councillor D J Craig, Councillor F Cole, Alderman W J Dillon, Alderman D Drysdale, Alderman A G Ewart, Councillor A P Ewing, Alderman O Gawith, Councillor A Givan, Councillor A Gowan, Councillor M Gregg, Deputy Mayor, Councillor M Guy, Alderman M Henderson, Councillor S Hughes, Councillor J Laverty, Councillor S Lee, Councillor H Legge, Councillor S Lowry, Councillor C McCready, Councillor A McIntyre, Councillor R McLernon, Alderman S Martin, Councillor T Mitchell, Councillor S Mulholland, Councillor John Palmer, Alderman S P Porter, Councillor S Skillen, Councillor A Swan, Alderman J Tinsley, Councillor N Trimble and the Right Worshipful the Mayor, Councillor S Carson,

TOTAL: 32

Against: Councillor R Carlin and Councillor G McCleave

TOTAL: 2

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13. Confidential Business

There were no confidential reports for consideration at the meeting however as a Member wished to raise a confidential matter it was necessary to go “into Committee.”

It was proposed by Councillor N Anderson, seconded by Alderman A G Ewart, and agreed the confidential matter be considered “in Committee” in the absence of press or members of the public. The livestream was paused at 7.58 pm.

“In Committee”

13.1 Planning Matter Councillor N Anderson

The Director of Service Transformation and the Chief Executive responded to issues raised by Councillor N Anderson pertaining to a planning matter.

The Director of Service Transformation undertook to bring forward a report to the relevant Committee in due course.

Councillor D J Craig, being a Member of the Planning Committee, put on record that Members of the Planning Committee should not participate in such discussions at Council and/or Committee meetings going forward.

It was proposed by Alderman A G Ewart, seconded by Alderman J Tinsley, and agreed to come out of Committee and normal business was resumed.

Resumption of Normal Business

14. Any Other Confidential Business

Alderman J Baird joined the meeting remotely during consideration of the following item of business (8.11 pm).

14.1 Social Media Post - Grab & Go Bag Councillor S Skillen

Councillor S Skillen reported that she, as well as the MP for the area, had been contacted by a number of anxious constituents in connection with the Council’s social media post relating to the Grab & Go bag. The concern was mainly around the fact that there had been no explanation for the reason for this posting. Councillor Skillen requested that these concerns be fed back to the Officers concerned and that in future an explanation be provided as to why a social media posting had been posted.

The Right Worshipful the Mayor, Councillor S Carson, stated that he too had been contacted by concerned residents on this matter and that these concerns had been raised already with the relevant Head of Service. By way of some explanation he stated that he was aware that the Local Government Emergency Preparedness Group mandates councils to display certain messages and the

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14.1 Social Media Post - Grab & Go Bag (Cont'd)
Councillor S Skillen

'Grab and Go' message had been one of those messages which had been shared also by other councils.

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 8.12 pm.

Mayor

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Leisure and Community Development Committee held in the Island Civic Centre, Lisburn, and remotely, on Tuesday 1st November 2022 at 6.00 pm**

PRESENT: Councillor A McIntyre (Chairman);
Alderman A Grehan; and
Councillors N Anderson, R T Beckett,
D J Craig, A Gowan, J Lavery BEM
and H Legge.

**PRESENT IN A
REMOTE LOCATION:** Deputy Mayor Councillor M Guy;
Alderman S Martin; and
Councillors T Mitchell, S Mulholland,
Jenny Palmer and S Skillen.

IN ATTENDANCE: Director of Leisure and Community Wellbeing
Head of Communities
Head of Parks and Amenities (via Zoom)
Head of Sports Services
Member Services Officers

Expression of Condolences

The Chairman referred to the passing of Mr Simon Dillon, who had been employed as a Health and Fitness Officer within Lagan Valley Leisureplex since 1999. On behalf of the Committee, he expressed sincere condolences to Mr Dillon's wider family circle.

1. **Apologies**

An apology was reported on behalf of Alderman M Henderson.

2. **Declarations of Interest (6.03 pm)**

Regarding item 3.1 'DEA Investment Projects – Annahilt Village Plan', Councillor A Gowan declared a non-pecuniary interest in that he had relatives who attended Annahilt Primary School.

3. **Report of the Head of Communities**3.1 **DEA Investment Projects – Annahilt Village Plan (6.05 pm)**

(Councillor A Gowan, who had declared an interest in this item, did not partake in any discussion or decision-making whilst the matter was under consideration).

The Head of Communities spoke to a report and outlined the main aspects of the Annahilt Village Plan and its associated Action Plan; and gave an overview of the future steps to be undertaken in the delivery of the project.

It was proposed by Councillor N Anderson, seconded by Alderman A Grehan, and agreed that the Committee note the contents of the Annahilt Village Plan and the associated Action Plan, together with the Head of Communities' comments thereon in respect of the progress achieved to date and further steps to be taken in the plan's implementation.

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

The Chairman advised that the reason for confidentiality for the following matters was by virtue 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 T Beckett, seconded by Councillor N Anderson, 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.

4.1 Leisure and Community Wellbeing Department - Pricing Schedule & Estimate Process

4.1.1 Pricing Schedule 2023/2024 (6.10 pm)

The Committee considered a report which recommended a range of Price Point Increments to the Pricing Schedule for the Department for the financial year 2023/2024.

It was moved by Councillor T Mitchell that the Committee agree to adopt the recommendations regarding the Price Point Increments. However, there was no seconder to the proposal and Councillor T Mitchell, at the request of Alderman A Grehan, agreed to withdraw his proposal to enable a further proposal to be moved.

Accordingly, it was

Moved by Alderman A Grehan,
Seconded Councillor D J Craig and

Resolved – 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.

It was noted further that the Head of Sports Services would circulate additional information to the Committee in respect of the various factors considered, and benchmarking exercises undertaken, in assessing and formulating pricing schedules.

4.1.2 Estimates Process 2023/2024 (6.29 pm)

(Councillor N Anderson left the meeting at 6:33 pm and returned at 6:40 pm).

The Committee noted the process undertaken in the preparation of the departmental estimates for the financial year 2023/2024, and discussed a range of general options for future consideration in overseeing expenditure and income.

In addition, it was agreed, on the proposal of Deputy Mayor Councillor M Guy, which was seconded by Alderman A Grehan that, at the Committee's meeting in December the estimates would be considered further and that any financial information presented to Members would show budgetary and actual expenditure to enable Members to identify underspends. Such information would assist Members in making informed decisions in relation to the estimates and in addressing budgetary pressures.

(Councillor T Mitchell left the meeting at 7:08 pm).

(Councillor A Gowan left the meeting at 7:21 pm and returned at 7:23 pm).

4.2 Green Waste Composter - PIRSOC and Financial Appraisal (7.40 pm)

It was proposed by Councillor D J Craig, seconded by Councillor A Gowan, and agreed that the Committee approve the Project Initiation Request and Outline Business Case (PIRSOC) together with the associated Financial Appraisal, to enable progression of the tendering exercise for the above-mentioned piece of equipment.

4.3 Annual Capital Fleet Replacement Schedule (7.43 pm)

It was proposed by Alderman A Grehan, seconded by Councillor H Legge, and agreed that the Committee adopt the recommendation of the Head of Parks and Amenities in respect of the above-mentioned fleet replacement schedule to enable the progression of the tendering exercise.

4.4 Licence Agreement – Castlereagh Hills Golf Course (7.54 pm)

It was moved by Councillor D J Craig, seconded by Councillor H Legge, and agreed that the Committee note the terms of a licence agreement at the above-mentioned facility and that it be submitted to Council for signing at its meeting on 22nd November.

4.5 Flexible Retirement Request (7.55 pm)

The Committee agreed to approve a business case and accede to a request to grant flexible retirement to a member of staff from within the Department.

5. Any Other Business – (taken prior to confidential matters)

5.1 Tolerton Sports Zone (6.06 pm)

Councillor D J Craig raised a matter regarding the maintenance of a number of panels located in the above-mentioned centre and the Head of Parks and Amenities undertook to have the issue addressed at the earliest opportunity.

5.2 Lagan Park Dromara (6.08 pm)

In response to a query by Councillor A Gowan, the Head of Parks and Amenities undertook to address a matter regarding signage in the respect of the opening and closing times at Lagan Park.

6. Resumption of Normal Business

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

There being no further business, the meeting ended at 7.58 pm.

Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Remote Meeting of the Environmental Services Committee held on Wednesday, 2 November, 2022 at 6:00 pm****PRESENT IN CHAMBER:**

Councillor M Gregg (Chairman)

Councillor C McCready (Vice- Chairman)

Alderman J Baird, D Drysdale

Councillors F Cole, A P Ewing, A Givan, S Lee and R McLernon

PRESENT IN REMOTE LOCATION:

Deputy Mayor
Councillor M Guy

Councillors S Lowry, A McIntyre and S Skillen

OTHER MEMBERS:

In Remote Location:

Councillors 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)
IT Officer
Member Services Officers (BS RN)

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor M Gregg, welcomed those present to the remote meeting of the Environmental Services Committee, including those who were seated in the public gallery. The Chairman advised that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business.

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

The Chairman, Councillor M Gregg, 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 and proceeded to outline the evacuation procedures in the case of an emergency.

Alderman D Drysdale entered the meeting at 6.05 pm.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of The Right Worshipful the Mayor, Councillor S Carson, Aldermen M Henderson MBE and S P Porter and Councillor T Mitchell.

2. Declarations of Interest

During the course of the meeting the following interests were declared:

- Alderman D Drysdale in respect of item 5.3 arc21 Procurement of Waste Transfer, Bulking and Haulage in view of his chairmanship of arc21
- the Director of Environmental Services in respect of item 5.2 LCCC Cemeteries Subsidy Scheme.

3. Report from Head of Service (Building Control)

3.1 Street Naming – Off Fairfields Glen, Lisburn (6.05 pm)

The Head of Service (Building Control) reported that Alan Patterson Design Ltd had proposed names (first and second preference), as set out in his report, for a development of 68 dwellings situated off Fairfields Glen, Lisburn.

Members were provided with a copy of the development layout.

It was proposed by Councillor F Cole, seconded by Councillor A P Ewing, and agreed to recommend that the name Fairfields Gate be allocated to the proposed development of 68 dwellings off Fairfields Glen, Lisburn.

3.2 Street Naming – Off Comber Road, Carryduff (6.06 pm)

The Head of Service (Building Control) reported that Frazer Millar Estates Ltd had proposed names (first and second preference), as set out in his report, for a development of 75 dwellings situated off the Comber Road, Carryduff.

Members were provided with a copy of the development layout.

It was proposed by Councillor S Lee, seconded by Councillor S Lowry, and agreed to recommend that the name Beaufort Green be allocated to the proposed development of 75 dwellings off Comber Road, Carryduff.

4. Report from Head of Service (Environmental Health)

4.1 Minimum Age of Criminal Responsibility (MACR) Consultation (6.07 pm)

Members had been provided with a copy of the consultation on the Minimum Age of Criminal Responsibility (MACR) which had been received from the Department

4.1 Minimum Age of Criminal Responsibility (MACR) Consultation (Cont'd)

of Justice who were wishing to raise the MACR to bring Northern Ireland into line with international standards.

The Head of Service (Environmental Health) noted comments from the Committee which he undertook to feed into the consultation response.

Having heard some proposed comments from Councillor F Cole, it was proposed by Councillor S Lee, seconded by Councillor F Cole, and agreed to recommend that the Head of Service's report and the consultation document be noted and that any other comments that Members may wish to make on the consultation be furnished to the relevant Officers by Friday 11 November 2022.

4.2 Lisburn City Centre Seasonal Car Parking (6.14 pm)

The Committee considered a report outlining the background and key issues, including the financial implications, in connection with the provision of free car parking within Council owned off street car parks on each Saturday in December in Lisburn City Centre and Royal Hillsborough.

The Vice Chairman, Councillor C McCready, proposed that the Officer's recommendation as outlined in the report be approved, with the addition that the Council also provides free car parking within Council owned off street car parks in Lisburn City Centre and Royal Hillsborough on each Saturday in January 2023.

The Director of Environmental Services and the Head of Service responded to a number of issues arising from the Vice Chairman's proposal and also to other comments and questions from the Committee.

Following further comments from the Director, Alderman J Baird proposed an amendment to the Vice Chairman's proposal that:

- a) the offer of free car parking in Lisburn City Centre and Royal Hillsborough on each Saturday in December, as outlined in the report circulated, be approved,
- b) the Head of Service prepare figures for consideration by the Chairman and Vice Chairman of the Committee in connection the offer free car parking in Lisburn City Centre and Royal Hillsborough on each Saturday in January 2023, such costs to compare:
 - i) all day free parking, and
 - ii) free parking for the first four hours,
- c) in view of the Council's forthcoming Christmas campaign, delegated authority be granted to the Chairman and Vice Chairman, if satisfied with the above-mentioned costs, free of charge parking be extended to each Saturday in January 2023 based on the most cost effective option, and

4.2 Lisburn City Centre Seasonal Car Parking (Cont'd)

- d) in order to obtain baseline evidence this year arising from the provision of free car parking on Saturdays in December, Officers endeavour through the Council's Economic Development Unit and Lisburn City Centre team to:
- i) obtain evidence that local businesses were benefiting from free car parking on Saturdays in December 2022, and January 2023 if approved, and
 - ii) ascertain if there was any mis-use of the free parking at Council owned off street car parks by people who were parking all day free of charge and travelling by public transport to Belfast for shopping.

The Vice Chairman indicated that he was content with the amended proposal, as outlined above, which was put to the meeting and declared "carried." The amended proposal was proposed by the Vice Chairman, Councillor C McCreedy and seconded by Alderman J Baird.

5. Any Other Business

There was no other business of a non-confidential nature.

6. Confidential Business

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

"In Committee"

It was proposed by Councillor S Lee, seconded by the Vice Chairman, Councillor C McCreedy, 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 public seated in the public gallery left the meeting (6.29 pm).

6.1 Estimates Process 2023/2024 and Proposals for Pricing Points for the Environmental Services Directorate (6.30 pm) (Report will not be made available)

Councillor S Lee left the meeting at 7.01 pm and returned again at 7.04 pm.

Councillor F Cole left the meeting at 7.15 pm and returned at 7.17 pm.

The Deputy Mayor, Councillor M Guy, left the meeting remotely at 7.26 pm.

Councillor A Gowan left the meeting remotely at 7.27 pm.

6.1 Estimates Process 2023/2024 and Proposals for Pricing Points for the Environmental Services Directorate (Cont'd)

Alderman J Baird left the meeting at 7.43 pm and returned at 7.46 pm.

During the discussion it was proposed by Councillor S Skillen and seconded by the Vice Chairman, Councillor C McCready, and agreed to recommend that the Director adjust the price increase in question in the draft estimates for 2023/2024.

Following discussion it was proposed by Councillor S Lee, seconded by Councillor A Givan and agreed to recommend that the price point increments for 2023/2024 relating to the Environmental Services Directorate, as circulated, be approved, subject to the revision raised during the discussion.

The Committee agreed that the progress on the estimates process for 2023/2024 be noted.

6.2 LCCC Cemeteries Subsidy Scheme (7.51 pm)
(Report will not be made available)

The Director of Environmental Services withdrew from the meeting during consideration of this item of business (7.51 pm).

The Head of Service (Environmental Health) presented this item of business.

During the discussion Councillor S Lee left the meeting at 7.57 pm and returned at 7.59 pm.

It was proposed by Alderman J Baird, seconded by the Vice Chairman, Councillor C McCready, and agreed to recommend on a show of hands that the LCCC Cemeteries Subsidy Scheme continues until 2025, by which time the scheme would have run for 10 years.

Alderman D Drysdale put on record that he had abstained from voting on this matter.

It was noted that the matter of the LCCC Cemeteries Subsidy Scheme would not come back to the Committee in the future.

6.3 Arc21 Procurement of Waste Transfer, Bulking and Haulage (8.00 pm)
(Report will not be made available)

The Director of Environmental Services returned to the meeting at 8.00 pm.

The Deputy Mayor, Councillor M Guy, re-joined the meeting remotely at 8.04 pm.

Councillor S Skillen left the meeting remotely at 8.05 pm.

Alderman D Drysdale left the meeting at 8.12 pm having declared an interest in this item of business.

6.3 Arc21 Procurement of Waste Transfer, Bulking and Haulage (Cont'd)

In line with delegated authority granted to the Committee it was proposed by Councillor S Lee, seconded by Councillor R McLernon, and agreed that the contract for the above services be awarded to the successful tenderer, as detailed in the report circulated.

6.4 DAERA Options for Recycling Policy in Northern Ireland & Common Collections Guide (8.15 pm) (Report will not be made available)

Alderman D Drysdale re-entered the meeting at 8.15 pm.

It was proposed by Alderman J Baird, seconded by Councillor A Givan, and agreed that the Director's report and the information as detailed in the appendices be noted.

6.5 Council Strategic Waste Management Arrangements Update (8.26 pm) (Report will not be made available)

It was proposed by Councillor S Lee, seconded by Councillor S Lowry, and agreed to recommend that:

- a) the recommendations of the SIB Project Business Case report be adopted in principle,
- b) a funding application with DfC and DAERA in relation to the Subvention Funding required as detailed in the report circulated, be approved,
- c) the actions of Officers to date be endorsed, and
- d) future reports to be brought to the Committee in due course

7. Any Other Confidential Business

7.1 Mullaghglass Odour Complaints – Verbal Update Head of Service (Environmental Health)

The Head of Service provided the Committee with a verbal update on the current position in regard to Mullaghglass and advised that a written update would be provided to Members.

7.2 arc21 Correspondence to Councils Alderman D Drysdale

In response to comments from Alderman D Drysdale, the Director of Environmental Services undertook to follow up with the Chief Executive on the correspondence in question.

Resumption of Normal Business

It was proposed by Councillor A P Ewing, seconded by the Vice Chairman, Councillor C McCready, and agreed to come out of committee and normal business was resumed.

There being no further business, the meeting was terminated at 8.47 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Development Committee held in the Council Chamber, Island Civic Centre, Lisburn, and remotely, on Thursday 3rd November 2022 at 6.00 pm****PRESENT IN CHAMBER:**

Alderman A G Ewart, MBE (Chairman)

Alderman A Grehan (Vice Chairperson)

Aldermen J Baird, W J Dillon MBE and D Drysdale

Councillors R T Beckett, A Givan, H Legge, C McCready, U Mackin, S Mulholland and A Swan

PRESENT IN REMOTE LOCATION:

The Right Worshipful the Mayor Councillor S Carson and Councillor F Cole

IN ATTENDANCE:

Director of Service Transformation
 Head of Economic Development
 Head of Planning and Capital Development
 Head of Assets
 Portfolio Manager
 Member Services Officers (CH EW)
 IT Officer

Commencement of Meeting

The Chairman, Alderman A G Ewart, extended a welcome to those present at the meeting of the Development Committee, including those who were seated in the public gallery. The Chairman advised that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business.

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

The Chairman 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, Alderman A G Ewart, 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 and proceeded to outline the evacuation procedures in the case of an emergency.

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Deputy Mayor, Councillor M Guy, Councillors J Gallen and G McCleave.

2. Declarations of Interest

There were no Declarations of Interest made at the meeting.

3. Report by Head of Economic Development

3.1 HGV Transport Academy – update (6.07 pm)

The Committee considered a report which outlined the background and key issues in connection with the delivery of the HGV Transport Academy across Lisburn & Castlereagh City Council, including allocated budget and additional grant from DfC, which would enable a minimum of 20 participants to complete the programme.

The Head of Economic Development responded to a number of questions from the Committee arising from the report.

It was proposed by Alderman W J Dillon, seconded by Alderman J Baird, and agreed to recommend that the Committee proceeds with the appointment of Workforce Training Services as the delivery agent for the HGV Transport Academy under Belfast City Council's Employment Academies Framework T1983 – Lot 3 Practical Sector up to a maximum budget of £45,000, as detailed in the report circulated.

3.2 Covid Recovery Small Settlements Regeneration Programme – Update (6.14 pm)

The Head of Economic Development's report provided a progress update on the current status of the key initiatives in connection with the Covid Recovery Small Settlements Regeneration Programme.

Members were provided with copies of the terms of reference and application Documents for the Rural Investment Fund which had gone live on the 4th October 2022.

The Committee agreed that the contents of the report and associated appendices be noted.

3.3 Assessment of Applications to Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation Programme (TRPSI) (6.26 pm)

The Head of Economic Development spoke to a report outlining progress in relation to the appointed Assessment Panel for the Rural Business Development Grant Scheme funded by DAERA.

3.3 Assessment of Applications to Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation Programme (TRPSI)
Cont'd

Members were provided with a copy of the Assessment Panel Recommendations.

The Committee agreed that the recommendations of the Assessment Panel, which resulted in the issue of 23 Letters of Offer, with a combined grant award of up to £75,672.01 be noted.

4. Report of the Head of Planning and Capital Development

4.1 Planning Publication Policy (6.28 pm)

The Head of Planning and Capital Development provided an update in relation to the introduction of a new planning portal which is proposed to go live on the 5th December 2022. He reported that all the participating Councils as planning authorities are required by legislation and in the public interest, to publish details of the applications and any supporting documentation, to include comments received on planning applications.

Members were provided with a copy of the associated Planning Publication Policy which would inform users how their personal data would be processed.

It was proposed by Alderman J Baird, seconded by Councillor A Givan, and agreed to recommend that the Planning Publication Policy be uploaded to the Council website as part of the implementation of a new planning portal and online application service.

5. Confidential Report from Director of Service Transformation

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

"In Committee"

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

The member of the public seated in the public gallery left the meeting (6.29 pm).

5.1 Estimates Process 2023/24 for the Service Transformation Directorate (6.30 pm)

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

Following discussion it was proposed by Councillor A Swan, seconded by the Vice Chairperson, Alderman A Grehan, and agreed to recommend that:

- a) progress on the estimates process for 2023/24 be noted;
- b) proposed Price Point percentage increases for 2023/24, be approved for Property Certificates, subject to the outlined governance; and
- c) a range of efficiency initiatives being considered in support of the corporate efficiency programme be noted.

5.2 Dublin Belfast Economic Corridor (DBEC) Resource Request and Update (7.19 pm) (Report to be published March 2023)

It was proposed by Alderman W J Dillon, seconded by Councillor U Mackin, and agreed to recommend that the recommendations of the Director be approved, namely;

- a) the progress to date to develop the DBEC be noted and the Draft Strategy be adopted;
- b) the recruitment of the two DBEC posts on a two year fixed term contract as outlined in the resource report be approved;
- c) the use of remaining DBEC Partnership budgets to cover the costs of the two staff posts, as referred to above, until March 2023 be approved;
- d) an estimated contribution per annum from April 2023 onwards, as detailed in the report, until such time the combined Council contribution of 100% discontinues through alternative funding sources be approved; and
- e) payment of the final balance for completion of the strategy in the amount as detailed in the report be approved.

5.3 Belfast Region City Deal (BRCD) – Update (7.29 pm) (Report to be published October 2023)

Alderman D Drysdale left the meeting at 7.39 pm.

The Director of Service Transformation and the Portfolio Manager presented this item of business. The Officers present responded to a number of questions from the Committee.

5.3 Belfast Region City Deal (BRCD) – Update (Cont'd)

Having been advised that Padraic Murphy from the Portfolio Office had recently left the Council, the Chairman, Alderman A G Ewart, suggested that a letter of appreciation be sent to Padraic on behalf of the committee, for his hard work and dedication on the Belfast Region City Deal Project. The committee agreed to this course of action.

It was proposed by Councillor U Mackin, seconded by Councillor A Givan, and agreed to recommend that the recommendations of the Director be approved, namely:

- a) progress of the Destination Royal Hillsborough City Deal proposal through DfE casework committee, and the draft implementation plan with indicative timelines and key milestones in advance of the formal Letter of Offer be noted;
- b) overview on the BRCD ongoing work programme for Lisburn & Castlereagh, and wider programming and project coordination role for the BRCD posts be noted; and
- c) the three posts to support delivery of the Council's BRCD work programme as outlined in the report be made permanent.

5.4 Full Fibre Networks NI Collaborative WAN/MPLS Contract Update (7.43 pm) (Report to be published March 2023)

The Portfolio Manager presented this item of business and outlined the background, key issues and next steps in relation to the above contract.

It was proposed by Councillor U Mackin, seconded by Alderman W J Dillon, and agreed to recommend that, as the WAN/MPLS contract had been awarded as detailed within the report circulated, that the Council formally becomes part of the collaborative Council contract, the cost of which was set out in the report.

5.5 Tender Report for award of Boiler Replacement Programme (7.49 pm) (Redacted report to be published November 2022)

The Head of Assets presented this item.

Councillor F Cole placed on record her concern in connection with the Council's carbon footprint and that this needed to be addressed.

The Committee agreed that the award of the tender for the Boiler Replacement Programme in accordance with the Council's Scheme of Delegation be noted.

- 5.6 Tender Report for Planned Maintenance Inspections of Gas Detection (7.55 pm)
(Redacted report to be published following ratification of award and placing of order)

The Head of Assets presented this item. In line with delegated authority, the Committee agreed that the award of the tender to the Contractor, as detailed within the report circulated be noted.

Resumption of Normal Business

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

6. Any Other Business

6.1 Christmas Markets

The Head of Economic Development advised the Committee of the following agreed dates for upcoming Christmas Markets:

- a) Dundonald: 1st December 2022
- b) Royal Hillsborough: 9th December 2022
- c) Carryduff: 16th December 2022

The Head of Economic Development reported that officers were in discussion with potential sponsors for each of the Christmas Markets.

6.2 Jobs Fair

The Head of Economic Development reported that the first of two agreed Jobs Fairs to take place this financial year was to be held on Thursday 24th November, Lagan Valley Island and indicated that all Members were welcome to attend.

6.3 Maze/Long Kesh Signage

In response to a question raised by Councillor C McCready, the Head of Assets reported that, in particular, the Long Kesh signage had been temporarily removed due to objections received. The signage in question was part of the roll out of the Councils 'Village Name Plates Initiative'. It was further advised, that the designation of the area as 'Long Kesh' was noted within the area plan, and that the same designations had been used for the Small Settlements, however, it was understood that the area was also recognised locally

as 'Maze'. The Head of Assets informed the Committee that a consultation with the local community was due to take place shortly.

There being no further business, the meeting ended at 8.02 pm.

Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 9th November 2022 at 6.00 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Councillor S Hughes (Chairman)

Councillor U Mackin (Vice-Chairman)

The Right Worshipful The Mayor
Councillor S CarsonAldermen A G Ewart MBE, O Gawith, S Martin,
S P Porter and J Tinsley

Councillors A P Ewing and J Lavery BEM

PRESENT IN A REMOTE LOCATION (COMMITTEE):Deputy Mayor
Councillor M Guy

Alderman M Henderson MBE

Councillors S Lowry, J McCarthy, T Mitchell and
The Hon N Trimble**OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER**

Alderman A Grehan

OTHER MEMBERS OF COUNCIL PRESENT IN A REMOTE LOCATION

Councillor A Givan

IN ATTENDANCE:Chief Executive
Director of Finance & Corporate Services
Director of Service Transformation
Head of Assets
Head of Communities (Remote)
Head of Finance
Head of Human Resources & Organisation Development
Head of Parks & Amenities (Remote)
Administration Manager (Remote)
IT Officer
Member Services Officers (RN & BS)

Commencement of Meeting

The Chairman, Councillor S Hughes, extended a welcome to those present and advised that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business.

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

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

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

1. Apologies (6.03 pm)

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillor R Carlin and the Head of Corporate Communications & Administration.

2. Declarations of Interest (6.04 pm)

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

There were no Declarations of Interest.

3. Report of Chief Executive

3.1 Efficiency Review Steering Group (6.05 pm)

The Chief Executive reported on the functions of the Efficiency Review Steering Group (ERSG) since its establishment in March 2016.

The Chief Executive outlined a proposal to widen the function of the ERSG so as to identify opportunities for wider efficiency gains, this being particularly relevant in the current challenging financial climate. The ERSG membership would be extended to allow for a larger, more representative group for the consideration of ideas.

3.1 Efficiency Review Steering Group (Continued)

It was proposed by Councillor T Mitchell, seconded by Alderman O Gawith and agreed to recommend that the work of the Efficiency Review Steering Group and its extended membership be approved.

4. Director of Finance & Corporate Services

4.1 Community Investment Fund Update (6.06 pm)

In the absence of the Director of Leisure & Community Wellbeing, her report on the Community Investment Fund update was presented by the Head of Communities who also responded to Members' questions in this regard.

It was proposed by Alderman S P Porter, seconded by The Right Worshipful The Mayor, Councillor S Carson, and agreed to recommend that:-

- the imminent issue of a formal letter of offer to Ballymacash Sports Academy for £250,000.00 against a project of circa £800,000.00 be noted;
- subject to the remaining due diligence issues as detailed in the report being progressed, the issue of letters of offer "in principle" to Crewe United Football Club and Lisburn Rugby Football Club be agreed.

The Head of Communities left the meeting on a remote basis. (6.10 pm)

4.2 Changing Places Policy and Guidance (6.10 pm)

The report was presented by the Head of Assets who also responded to Members' questions.

Further to previous discussion, the following items of correspondence were provided:-

- Analysis report of the consultation on the introduction of Provision for Changing Places Toilets with Lisburn & Castlereagh City Council (LCCC) facilities;
- LCCC responses to main comments;
- Changing Places Policy;
- Changing Places Guidance;
- Equality Screening document;
- Rural Needs Impact Assessment Screening.

It was proposed by the Deputy Mayor, Councillor M Guy, seconded by Alderman S P Porter and agreed to recommend that the Changing Places Policy and Guidance be adopted.

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4.2 Changing Places Policy and Guidance (Continued)

It was further agreed that the availability of Changing Places facilities be promoted as widely as possible.

The proposer and seconder of the Motion both asked that their appreciation of the work carried out in this regard be recorded.

5. Report of Head of Corporate Communications & Administration

5.1 Building Illumination Requests (6.15 pm)

In the absence of the Head of Corporate Communications & Administration, her report on the following two requests to have the Council offices lit to mark different charities was presented by the Administration Manager.

It was agreed that the Council offices be lit in green on the 11th January 2023 to mark Less Survivable Cancer Awareness Day (request received from OG Cancer NI (Oesophago-Gastric Cancer)).

It was further agreed that the approval under Exceptional Circumstances of a request from Diabetes UK (NI Branch) to have the Council offices lit in blue on the 14th November 2022 to mark World Diabetes Day be noted.

6. Report of Head of Finance

6.1 Car Parking Bad Debt Write-Off (6.17 pm)

The Head of Finance reported on the matter of Bad Debt associated with the car parking function which had transferred to the Council on the 1st April 2015.

It was proposed by Alderman S Martin, seconded by Alderman O Gawith and agreed to recommend that the debt recorded in relation to car parking is written off the ledgers of the Department for Infrastructure.

The Head of Finance undertook to inform Alderman J Tinsley if the Council paid for the pursuance of car parking debts.

Councillor J Lavery left the Council Chamber during discussion of this item. (6.18 pm)

7. Report of Head of Human Resources & Organisation Development

7.1 Elected Member Development Steering Group (6.21 pm)

The Committee noted the content of a report and action notes arising from the meeting of the Elected Member Development Steering Group held on the 31st August 2022. The Council was working towards the Charter Plus standard for Elected Member development.

Councillor J McCarthy joined the meeting on a remote basis during presentation of this item. (6.21 pm)

8. Agenda Item Brought Forward
Any Other Business

As the remainder of the business before the meeting was of a confidential nature, the Chairman sought agreement to bring forward Item 9 of the agenda – Any Other Business – so that items of a non-confidential nature might be raised when proceedings were being recorded. This was agreed.

8.1 Signage for Toilet facilities for the Disabled (6.23 pm)
Councillor S Lowry

Councillor S Lowry enquired as to the progress of the roll-out of signage for toilets for the disabled (both visible and non-visible disabilities).

The Head of Assets agreed to provide a response to Councillor Lowry.

8.2 Christmas Switch-On (6.24 pm)
Alderman S P Porter

Alderman S P Porter asked to be provided with the report detailing the format of the Christmas switch-on in Lisburn and in particular the omission of a street parade. This was agreed.

8.3 Christmas at the Castle (6.25 pm)
Councillor A P Ewing

Councillor A P Ewing congratulated those involved in the organisation of the event and also expressed disappointment at the omission of a street parade in connection with the Christmas switch-on.

9. Confidential Report from Director of Finance & Corporate Services (6.26 pm)

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

9.1 Letting of Bradford Court – Interested Tenant

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

Report to be redacted following completion of any future lease agreement.

9.2 Estimates' Process 2023/2024

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

Report to never be redacted. (Final estimates will be released.)

9.3 Estimates' Process – Pricing Points 2023/2024

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

Report to never be redacted. (Final estimates will be released.)

9.4 Reserves as at 31st March 2022

(Confidential for reason of information related to any consultations or negotiations, or contemplated consultations for negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office bearers under, the Council.)

Report to be redacted after full Council meeting. (22nd November 2022)

9.5 Management Accounts Period 6

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

Report to be redacted after full Council meeting. (22nd November 2022)

9.6 Tender for the Provision of a Learning & Development (Soft Skills) Courses Framework – Business Case

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

Report to be redacted post award.

9.7 Efficiency Review Steering Group

(Confidential for reason of information related to any consultations or negotiations, or contemplated consultations for negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office bearers under, the Council.)

Report to never be redacted.

9.8 Hybrid Working Pilot – Interim report

(Confidential for reason of information related to any consultations or negotiations, or contemplated consultations for negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office bearers under, the Council.)

Report to be redacted after full Council meeting. (22nd November 2022)

In Committee

It was proposed by Alderman S P Porter, seconded by Alderman S Martin and agreed that the Confidential Report of the Director be considered “in Committee”. (Recording was paused at this stage in proceedings.)

9.1 Letting of Bradford Court – Interested Tenant (6.27 pm)

A report in relation to an interested tenant for Bradford Court was presented by the Head of Assets who - together with the Director of Service Transformation - responded to Members' questions.

It was proposed by Councillor S Lowry, seconded by Alderman J Tinsley and agreed to recommend that:-

- an in-principle exploration of change of building use and requisite planning application with suitable building alterations to meet the needs of the prospective tenant, be undertaken;
- the investment be considered as part of the Council's Capital Programme on an invest-to-save basis.

Alderman M Henderson left and returned to the meeting on a remote basis during discussion of this item. (6.36 pm and 6.38 pm respectively.)

The Director of Service Transformation and the Head of Assets left the Council Chamber. (6.40 pm)

9.2 Estimates' Process 2023/2024 (6.41 pm)

A report in regard to the 2023/2024 estimates process at a corporate level was presented by the Director of Finance & Corporate Services who – together with the Chief Executive and other officers - responded to Members' questions.

The officers agreed to provide an update as to the number and nature of vacant posts.

It was agreed that the progress report in regard to the 2023/2024 estimates at a corporate level be noted.

The Chairman, Councillor S Hughes, asked to have placed on record that the Committee was aware of the challenging situation which the Council was in relevant to striking the Rates; that the situation should be addressed in a mature, considered manner; and that he was open to discussion with all Members.

Councillor J Lavery returned to the Council Chamber during discussion of this item. (6.42 pm)

Alderman J Tinsley left the Council Chamber during discussion of this item. (6.51 pm)

9.3 Estimates' Process – Pricing Points 2023/2024 within Finance & Corporate Services Directorate (7.03 pm)

A report in regard to the 2023/2024 estimates' process within the Finance & Corporate Services Directorate was presented by the Director of Finance & Corporate Services who – together with the Chief Executive and other officers, responded to Members' comments.

9.3.1 Pricing Point Increments – Identified Services

It was proposed by Alderman O Gawith, seconded by Alderman S Martin and agreed to recommend that:-

- the progress on the 2023/2024 estimates for the Finance & Corporate Services Directorate be noted;
- the Price Point increments for 2023/2024 for a number of identified services as set out in the report be approved.

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9.3 Estimates' Process – Pricing Points 2023/2024 within Finance & Corporate Services Directorate (Continued)

9.3.2 Potential savings and reductions

The Officers noted Members' comments as to services where potential savings or otherwise may exist. Such comments would be borne in mind during further consideration of the Estimates by both Officers and the Efficiency Review Steering Group.

Councillors T Mitchell and N Trimble left the meeting on a remote basis during discussion of this item. (7.40 pm and 7.43 pm respectively.)

Alderman A Grehan left the Council Chamber during discussion of this item. (7.44 pm)

9.4 Reserves as at 31st March 2022 (7.49 pm)

Presented by Head of Finance who also responded to Members' questions.

In addition to the narrative report, tabular information of the Reserves Summary at the 31st March 2022 was also provided.

It was proposed by Alderman O Gawith, seconded by Alderman A G Ewart and agreed to recommend that the report on Reserves be noted and that approval be granted for the earmarking/transfer of the various Reserves as detailed in the Head of Finance's report.

Alderman M Henderson left the meeting on a remote basis during discussion of this item. (7.58 pm)

9.5 Management Accounts Period 6 (7.59 pm)

Presented by Head of Finance.

It was agreed that the Management Accounts for the period ending the 30th September 2022, together with an extensive narrative report by way of explanation, be noted.

Alderman A G Ewart left the Council Chamber at the conclusion of this item. (8.00 pm)

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9.6 Tender for the Provision of a Learning & Development (Soft Skills) Courses Framework – Business Case (8.01 pm)

Presented by Head of Human Resources & Organisation Development.

The following documents had been provided:-

- Business Case for procurement of a new Soft Skills courses framework for Local Government and on behalf of the Local Government Training Group;
- Equality Screening document.

It was proposed by Alderman S Martin, seconded by Councillor U Mackin and agreed to recommend that the tender process for the procurement of a Learning & Development (Soft Skills) Courses Framework be commenced and be progressed by means of Open Tender.

Alderman A G Ewart returned to the Council Chamber at the conclusion of this item. (8.02 pm)

9.7 Efficiency Review Steering Group (8.03 pm)

Presented by Head of Human Resources & Organisation Development who also responded to Members' questions. The Head of Parks & Amenities was also available remotely.

It was proposed by Councillor A P Ewing, seconded by Councillor J Laverty and agreed to recommend that:

- the minutes and action notes of the meeting of the Efficiency Review Steering Group held on the 11th and 19th October 2022 be noted;
- the recommendations of the ERSG in respect of amendments to the staffing structure as detailed in the report be approved.

9.8 Hybrid Working Pilot – Interim Report (8.05 pm)

Presented by the Head of Human Resources & Organisation Development who also responded to Members' questions.

It was proposed by Alderman S P Porter, seconded by Councillor A P Ewing and agreed to recommend that:-

- the interim report on the Hybrid Working Pilot be noted;
- the hybrid working arrangements continue until such times as a formal decision is reached in relation to this way of working.

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The Deputy Mayor, Councillor M Guy, left the meeting on a remote basis.
(8.17 pm)

10. Any Other Business – Confidential (8.24 pm)

There was no other confidential business raised.

Resumption of Normal Business (8.25 pm)

It was proposed by Councillor A P Ewing, seconded by Councillor U Mackin and agreed to come “out of Committee”. Normal business and audio recording were resumed.

11. Any Other Business (8.25 pm)

Dealt with at Item 8.

There being no further business, the Meeting concluded at 8.26 pm.

MAYOR/CHAIRMAN

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 3 October 2022 at 10.00 am**PRESENT IN CHAMBER:**

Alderman J Tinsley (Chairman)

Councillor John Palmer (Vice-Chairman)

Aldermen W J Dillon MBE, D Drysdale, O Gawith and A Grehan

Councillors D J Craig, M Gregg, U Mackin and A Swan

IN ATTENDANCE IN CHAMBER:

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

Commencement of Meeting

At the commencement of the meeting, the Chairman, Alderman J Tinsley, welcomed those present to the Planning Committee 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. The Chairman pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be broadcast live online and members of the public should be aware that they were likely to 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.

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.

Councillors John Palmer and U Mackin arrived to the meeting at this point (10.02 am).

1. Apologies

It was agreed to accept an apology for non-attendance at the meeting on behalf of the Director of Service Transformation.

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The Chairman, Alderman J Tinsley, advised that both Alderman A Grehan and the Legal Advisor would be joining the meeting late.

2. Declarations of Interest

A declaration of interest was made as follows:

- Councillor D J Craig in respect of item 4.1 (i), Planning Application LA05/2022/0295/F, given that he was Chair of Laurelhill Sports Zone and Chair of Laurelhill Community College Board of Governors.

The Chairman, Alderman J Tinsley, pointed out that all Members of the Planning Committee, by virtue of being Members of Council, would have an interest in this application. However, section 6.6 of the Northern Ireland Local Government Code of Conduct for Councillors provided dispensation for Members to speak, and vote on, this application. Alderman Tinsley understood Councillor Craig having declared an interest in this application as he was more directly involved than other Members.

In respect of Planning Application LA05/2021/0228/F, Alderman W J Dillon stated that it had been suggested to him by an unspecified third party he may be compromised as he had discussed the application with the agent. Alderman Dillon did not consider this to be the case; however, he stated that he would err on the side of caution and take no part in consideration of this application.

Mr B Martyn, Legal Advisor, arrived to the meeting (10.06 am).

3. Minutes of Meeting of Planning Committee held on 5 September, 2022

It was proposed by Councillor U Mackin, seconded by Alderman W J Dillon and agreed that the minutes of the meeting of Committee held on 5 September, 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 Legal Advisor, Mr B Martyn, highlighted paragraphs 43-46 of the Protocol for the Operation of the Lisburn & Castlereagh City Council Planning Committee which, he advised, needed to be borne in mind when determinations were being made.

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- (i) LA05/2022/0295/F – Refurbishment works comprising replacement of the existing shale athletics pitch with a new 3g pitch, new floodlighting, new fencing, new ball catch netting, reconfiguration of existing car park, car park lighting, access improvements and all associated works at Laurelhill Sports Zone, 22 Laurelhill road, Lisburn BT28 2UH

Having declared an interest in this item, Councillor D J Craig left the meeting (10.10 am).

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

Speakers

No requests had been received for speaking rights.

Questions to Planners

- The Chairman, Alderman J Tinsley, referred to condition 3 “The development hereby approved shall not be operated between 22:00 and 09:00 hours Monday to Sunday unless otherwise agreed in writing with the Council”. He stated that, on occasion there were events ran outside of those hours, eg. PSNI Midnight Soccer events. Alderman Tinsley enquired if operating hours could be deviated from to facilitate such events. In response, the Head of Planning & Capital Development advised that conditions were generally worded to protect the amenity of residents in close proximity. The original pitch was a shale pitched used for hockey. The all-weather surface allowed for extended opening hours for soccer. Most noise tended to be generated by players or fans shouting or by the referee blowing a whistle. What the Chairman had referred to were special events not frequently occurring. For such one-off events, it would be helpful and useful for organisers to let residents know in advance and to then make the Planning Unit aware.
- Alderman D Drysdale welcomed this application as it addressed needs around health and wellbeing. He referred to policy around open space and sought clarification in respect of whether the fencing to be provided would affect access to facilities. In response, the Principal Planning Officer explained that, in order to protect pedestrians from any potential impact from the activities being played on the pitch, there were different layers of fencing proposed, including a 6m high welded mesh paladin ball-stop fence to form complete enclosure around the entire site, 2m high fencing behind the goals and 1.5m wide gate openings and associated fencing at points within the site.
- Alderman D Drysdale enquired if gates at the site would be open at all times or whether they would be locked. The Head of Planning & Capital Development, having consulted with the Head of Sports Services on this matter, confirmed that this would be a managed space, operated on the basis of a booking system. That constraint, together with the need to

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- (i) LA05/2022/0295/F – Refurbishment works comprising replacement of the existing shale athletics pitch with a new 3g pitch, new floodlighting, new fencing, new ball catch netting, reconfiguration of existing car park, car park lighting, access improvements and all associated works at Laurelhill Sports Zone, 22 Laurelhill road, Lisburn BT28 2UH (Contd)

protect the asset, would mean gates would remain locked when the facility was not in use. The Head of Planning & Capital Development stated that it had been accepted that the existing pitch was no longer fit for purpose and the Council was seeking to invest in a new surface that would give the public access to a bookable open space over an extended period of time and over an extended number of months and, given that floodlights were also proposed, meant it could be used all year round. Despite the requirement to lock up the facility outside normal operating hours, it would still have significant value as open space.

- Councillor U Mackin having commented on possible inconsistency in relation to gates being locked at different facilities, the Head of Planning & Capital Development agreed to provide clarity to Members on this matter following the meeting.
- In response to a query by Alderman D Drysdale as to whether hockey would still be played at this location, the Head of Planning & Capital Development confirmed that hockey could continue to be played on the existing adjacent site.
- In response to a query by Councillor M Gregg regarding the provision of Electric Vehicle (EV) Charging Points, the Principal Planning Officer stated that the Planning Unit had not been made aware of any intention to provide EV Charging Points at this time. The Head of Planning & Capital Development advised that the Council was bound by parking standards. He appreciated that there was a wider issue around EV Charging Points and their availability in the future. This was something that could be discussed more broadly with the Sports Services Unit in terms of the delivery of the overall project and outside of the current planning application process.

Debate

There were no comments made at the debate stage.

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed, by a unanimous show of hands, to adopt the recommendation of the Planning Officers to approve the application.

Councillor D J Craig returned to the meeting at this point (10.37 am).

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- (ii) LA05/2021/0288/F – Proposed “dutch barn style” hay shed at Site 88m east of no. 75 Grove Road, Dromore, BT25 1QY

The Chairman, Alderman J Tinsley, referred to an email that had been received earlier this morning seeking a further deferment of this application. The Head of Planning & Capital Development confirmed receipt of an email from the agent acting on behalf of the applicant asking that the application be postponed to allow further time for it to be considered. In accordance with the Protocol for the Operation of the Planning Committee, the Head of Planning & Capital Development had consulted on this matter with the Chairman. In the absence of any substantive reason being provided, and no request having been received within the specified time for speaking rights, it had been agreed by the Chairman that consideration of the application would proceed.

The Principal Planning Officer presented the application as outlined within the circulated report and drew attention to the following:

- This application had been deferred twice previously to allow for a site meeting (which had taken place on 21 July) and to allow further clarification to be provided by the applicant team in relation to matters raised by the Committee; and
- Consideration of the additional information provided, and the planning advice previously offered that planning permission should be refused, had not changed.

Speakers

No requests had been received for speaking rights.

Questions to Planners

- Councillor U Mackin asked if any evidence had been produced to show that this site was within the farm boundaries as he recalled from previous discussion that it was outwith the boundary plans of the farm. The Head of Planning & Capital Development stated that it was his understanding from a meeting that had taken place that land was not mapped in the name of Roger Wilson, but rather in the name of his brother, Alan Wilson. It was proposed to have that remapped with DAERA. At the time of bringing the application back to Committee, that had not yet occurred.
- Alderman O Gawith referred to the Principal Planning Officer having stated that “it was considered on balance it will open up frontage” and asked that she explain her use of the term ‘on balance’. The Principal Planning Officer advised that, to facilitate access onto the site, quite a bit of vegetation would require to be removed. For that reason, it was considered on balance that the site would be opened up and in doing so would cause harm to the rural character.

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- (ii) LA05/2021/0288/F – Proposed “dutch barn style” hay shed at Site 88m east of no. 75 Grove Road, Dromore, BT25 1QY (Contd)
- From a time point of view with regard to changes required to the boundary, Councillor D J Craig asked if Officers considered that they had given a reasonable amount of time for that to have taken place and if any reason had been given as to why the proposed building was not to be located beside existing farm buildings. The Head of Planning & Capital Development advised that a meeting had taken place approximately one week after the Committee had deferred the application. Additional clarification had been provided regarding the speaking note provided by the applicant. Planners had subsequently sought additional clarification on a further three matters (the extent of activity on the farm, the covenant associated with the land and site levels). All those matters had been resolved either through consultation with the applicant/agent at the meeting, through subsequent correspondence and submission of further drawings.

Debate

During debate, the following comments were made:

- Councillor A Swan stated that, as no reason had been given as to why the proposed building was located so far away from the existing farm, he was in support of the Planning Officer's recommendation in respect of this application.

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 of the Planning Officers to refuse the application, the voting being 8 in favour, none against and 1 abstention.

- (iii) LA05/2020/0496/F – Erection of a dwelling adjacent and south west of 66 Knockbracken Road, Lisnabreeny, Castlereagh

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

Mr G Thompson, Registered Speaker (accompanied by Mr T Dobbin)

The Committee received Mr G Thompson (accompanied by Mr T Dobbin) to the meeting in order to speak in support of the application. A written submission had been provided to the Committee in advance of the meeting.

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- (iii) LA05/2020/0496/F – Erection of a dwelling adjacent and south west of 66 Knockbracken Road, Lisnabreeny, Castlereagh (Contd)

Questions to the Speaker

- Councillor A Swan sought details on how the existing bungalow was constructed and what would make it difficult to drop switches, etc. Mr Thompson stated that the bungalow, which was of block construction, was around 70 years old; it had narrow doorways, steps up to the access, no space for turning a wheelchair.
- Alderman W J Dillon referred to the Planning Officer's report indicating that the application did not comply with policies CTY 1, CTY 6, CTY 8 or CTY 14. He asked Mr Thompson how he would suggest there was compliance with these policies. Mr Thompson stated that getting the existing building suitable for a wheelchair would be virtually impossible. In respect of CTY 6, there was a raft of medical evidence regarding the condition of Mr Gareth Dobbin, including information on falls from his wheelchair and a neurology report indicating that "should a proposal for such not be forthcoming there is no doubt genuine hardship and stress on the Dobbin family could have dire consequences". Mr Thompson stated that this was compliance with CTY 6.
- Councillor D J Craig stated that Planning Officers had indicated the existing building could be modified or extended to meet Mr Dobbin's needs. He asked if Mr Thompson could provide evidence to the contrary. Mr Thompson confirmed that a letter had been sent to the Planning Unit in August advising the existing building was too old and would not easily convert. An extension would mean that access and egress to the existing home could not be provided for Mr Dobbin in his wheelchair and, therefore, he would be discriminated against. In addition, there was not a lot of scope at the rear of the existing dwelling for a suitable extension. Mr Thompson also made reference to the access to the existing dwelling being hazardous, given that it was on a blind hill and on the bend of the road. If the existing dwelling was modified or extended, there would be intensified use of the existing access by medical professionals. For this reason, there was a long driveway provided for in the proposal, in order to comply with DfI requirements.
- Councillor Swan referred to the plans for access to the proposed new dwelling, which was beside the existing dwelling, and asked if this proposed new access could be used if the existing dwelling was modified or converted. Mr Thompson stated that the proposed access to the dwelling was 100m away from the existing dwelling.
- Alderman O Gawith stated the proposal was described as a modest two bedroom bungalow; however, it included a carport and a double garage. Mr Thompson explained that the carport was to allow for wheelchair access into the dwelling. The double garage was to accommodate Mr Gareth Dobbin's car, as well as his brother's car when he was temporarily residing with him.

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- (iii) LA05/2020/0496/F – Erection of a dwelling adjacent and south west of 66 Knockbracken Road, Lisnabreeny, Castlereagh (Contd)

Councillor N Anderson, Registered Speaker

The Committee received Councillor N Anderson in order to speak in support of the application. A written submission had been provided to the Committee in advance of the meeting.

Questions to the Speaker

- Alderman W J Dillon referred to Councillor Anderson having stated that the application met with policy tests. However, the Planning Officer's report indicated that the application did not comply with policies CTY 1, CTY 6, CTY 8 or CTY 14. Councillor Anderson stated that the application did meet with CTY 6 requirements in that hardship would be caused if planning permission was refused, therefore issues relating to the other CTY policies fell.
- Councillor D J Craig asked for the opinion of Councillor Anderson on whether an extension to the existing building would meet the needs of Mr Dobbin without the requirement for a new dwelling. Councillor Anderson stated that the existing dwelling on the site was built many years ago when access would not have been considered as a major feature. It would not be possible to amend the internal workings of the dwelling from an architectural perspective. Mr Dobbin would not be able to access the existing dwelling from the extension, which would require to be sizeable to meet his needs. In addition, Councillor Anderson reiterated earlier comments regarding the intensification of traffic which would require to use the existing access, leading to potentially hazardous conditions. A new dwelling would create a greater degree of independent living for Mr Dobbin.
- Councillor M Gregg asked if Councillor Anderson could elaborate on why he considered the application complied with CTY 8 and CTY 14. Councillor Anderson stated that the proposal met with CTY 8 in that it did not create ribbon development and, given that it met CTY 6, it did not impact on CTY 14.
- Alderman O Gawith drew attention to reference within CTY 6 that "all permissions granted under policy will be subject to a condition restricting the occupation of the dwelling to a named individual and their dependents". Whilst he understood the necessity for a second bedroom for those caring for the applicant, he enquired as to the need, as proposed in the application, for a carport and a double garage, which had been stated would be used by the applicant's brother who lived only 25m away. Councillor Anderson stated that Mr Dobbin's condition was a degenerative one. It was necessary to ensure future safeguarding of his needs. The provision of a carport would meet his access needs whilst affording him some protection from the elements, which could impact on his physical wellbeing.

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- (iii) LA05/2020/0496/F – Erection of a dwelling adjacent and south west of 66 Knockbracken Road, Lisnabreeny, Castlereagh (Contd)

Questions to Planners

- Councillor D J Craig asked that Planning Officers indicate why they considered an extension to the existing dwelling would be possible and suitable to meet the needs of Mr Dobbin. The Head of Planning & Capital Development stated that the aerial photograph on display for Members did not show the full extent of the land owned by the applicant in this context. The existing dwelling at 66 Knockbracken Road was a chalet bungalow. He was unsure whether that was a design typical of buildings erected 70/80 years ago. It had windows and gable elevation. There was what appeared to be a single-storey project to the rear which may have a flat roof, an outbuilding and a driveway that fronted onto Knockbracken Road. There was significant vegetation behind the dwelling. The established curtilage of the site was masked by trees to the back and side. The matter in question was whether the curtilage was large enough to accommodate an extension. An extension would require to meet DDA standards and there must be shared accommodation between the existing dwelling and the extension. The Head of Planning & Capital Development stated that the site was sufficiently large enough to accommodate an extension to the existing building. No evidence had been provided to the Planning Unit to demonstrate why the inside of the existing dwelling could not be brought up to DDA requirements in terms of shared accommodation. If it was too expensive to upgrade the existing dwelling, another alternative would be to replace the existing dwelling. The CTY6 policy was clear in that planning permission could only be granted if both criteria were met – (a) the applicant can provide satisfactory evidence that a new dwelling is a necessary response to the particular circumstances of the case and that genuine hardship would be caused if planning permission were refused; and (b) there are no alternative solutions to meet the particular circumstances of the case, such as an extension or annex attached to the existing dwelling. No evidence had been submitted to demonstrate that a retrofit to bring the existing dwelling up to DDA standards was not possible, nor that replacement of the existing dwelling was not possible. In terms of access from the road, a new access could be created to the existing dwelling to facilitate a standard of access that would be acceptable.
- Councillor D J Craig stated that, from the photograph on display for Members, it appeared that the existing dwelling could not be extended from the side or access to the garage would be blocked. An area would require to be cleared at the back of the property to provide what would be quite an extensive extension. He also asked if Officers had taken account of the economic viability of retrofitting the existing dwelling. The Head of Planning & Capital Development stated that Councillor Craig had raised a separate point about ribbon development and something that impacted on the rural character of the area. The key question was whether the curtilage was so restrictive that the existing dwelling could not be extended. The Head of Planning & Capital Development had not been provided with a set of drawings indicating that the curtilage was so

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(iii) LA05/2020/0496/F – Erection of a dwelling adjacent and south west of 66 Knockbracken Road, Lisnabreeny, Castlereagh (Contd)

restrictive that the building could not be extended. He accepted the point that, if Mr Dobbin moved from his current home to this existing dwelling, he should have the opportunity to have access to his father and brother in their own home. The question was, should Mr Dobbin's father and brother upgrade their accommodation to allow him access to the property or was the purpose of the extension to facilitate the care of Mr Dobbin. They could go to the extended part of the dwelling where care could be offered and there could still be a family relationship where Mr Dobbin's quality of life was extended and he had access to all the amenities he required.

- Councillor U Mackin asked how CTY 8 and CTY 14 linked back to the key criteria of CTY 6. The Head of Planning & Capital Development stated that there were 8 buildings to the right hand side of the existing dwelling; the application was for a dwelling that extended along the front of the road, extending the ribbon of development. The Planning Officer was required to reconcile if the proposed site was the only one on which a new dwelling could be located. The site chosen for the new dwelling was not the only one available. It was considered that the proposal would cause harm to rural character of the area irrespective of whether the principle of a dwelling to meet the special and domestic circumstances of the applicant had been demonstrated.
- In response to a query by Alderman D Drysdale, the Head of Planning & Capital Development confirmed that Planning Officers had visited the site and were satisfied that there was sufficient curtilage to accommodate an extension.

Debate

During debate, the following comments were made:

- Councillor A Swan, whilst sympathising with the circumstances of the Dobbin family, stated that it was his view that there was no reason to build a new dwelling as opposed to converting part of the existing building and providing an extension. He was in support of the Planning Officer's recommendation in respect of this application.
- Alderman W J Dillon stated that, whilst sympathising with Mr Dobbin, the granting of planning permission for this application would result in the continuation of ribbon development. He was in support of the Planning Officer's recommendation in respect of this application.
- Alderman D Drysdale stated that he did not dispute in any way that Knockbracken Road was a dangerous one. However, he had not been convinced around work not being possible in the current dwelling to facilitate Mr Dobbin. He was in support of the Planning Officer's recommendation in respect of this application.

- (iii) LA05/2020/0496/F – Erection of a dwelling adjacent and south west of 66 Knockbracken Road, Lisnabreeny, Castlereagh (Contd)
- Councillor M Gregg empathised with the Dobbin family around its individual circumstances. However, information had not been provided to the Committee nor to Planning Officers to satisfy CTY 6 and he had not heard anything compelling that would allow CTY 8 and CTY 14 to be overcome. He was in support of the Planning Officer's recommendation in respect of this application.
 - Alderman O Gawith referred to the two conditions of CTY 6 (as cited earlier in the minutes) that must be met in order for planning permission to be granted and stated that no compelling evidence had been submitted that there were no alternative solutions. He was in support of the Planning Officer's recommendation in respect of this application.
 - Councillor John Palmer stated that he was not convinced of the need for a new building as opposed to extending the existing dwelling. He was in support of the Planning Officer's recommendation in respect of this application.

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 of the Planning Officers to refuse the application, the voting being 8 in favour and 1 against.

Alderman A Grehan arrived to the meeting at this point (12.14 pm).

Adjournment of Meeting

The Chairman, Alderman J Tinsley, declared the meeting adjourned for a comfort break at this point (12.14 pm).

Resumption of Meeting

The Chairman, Alderman J Tinsley, declared the meeting resumed and the livestream was recommenced (12.26 pm).

- (iv) LA05/2022/0331/O – Site for dwelling at Clogher Road approximately 40m northwest of 58 Clogher Road and immediately north of 115a Saintfield Road, Lisburn

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

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- (iv) LA05/2022/0331/O – Site for dwelling at Clogher Road approximately 40m northwest of 58 Clogher Road and immediately north of 115a Saintfield Road, Lisburn (Contd)

Mr A McCready, Registered Speaker

The Committee received Mr A McCready to the meeting in order to speak in support of the application. A written submission had been provided to the Committee in advance of the meeting.

Questions to the Speaker

- Alderman W J Dillon stated that the Planning Officer reported that this application did not comply with CTY 1, CTY 8 and CTY 9. He asked Mr McCready to explain why he did not consider that to be the case. Mr McCready referred to a photograph he had submitted of a 'bookend' building that had received planning permission at an approved infill site at Dromara Road, Hillsborough. This roofless structure, which did not have a floor and whose walls were not plastered, had been deemed by the Planning Unit to be a building; therefore, he considered the stable block, which had been built up to roof level, with 3 walls, should also be deemed to be a building. The application complied with CTY 8 as it was an exception to ribbon development, given that it was an infill opportunity site.

Questions to Planners

- Councillor U Mackin asked why the site at Dromara Road, Hillsborough had been deemed satisfactory yet this one had not. The Senior Planning Officer explained how the Dromara Road site was distinguishable from this one and the two were not comparable. She referred to two previously approved planning applications at that site, one of which was for a garden store and veranda. This was under construction and was a building in terms of being completely enclosed, having a door, a veranda and a pitched roof. What was being considered today was a 3-sided breeze block structure.
- Councillor A Swan enquired if the Planning Committee was obliged to take account of precedent in terms of decisions made previously. The Head of Planning & Capital Development stated that a precedent could only be deemed to have been set if two sets of circumstances could be directly compared. He confirmed that the photograph submitted by Mr McCready had shown the building at Dromara Road, Hillsborough had in fact been completed; whilst it had no roof, it was enclosed on all four sides with door openings; therefore, no precedent had been set. The proposed structure at Clogher Road was against the boundary of a menage. Part of a fence had been removed. Planning Officers did not deem the removal of a fence and the construction of three sides of a stable block sufficient to demonstrate there was a building with frontage onto the road.

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- (iv) LA05/2022/0331/O – Site for dwelling at Clogher Road approximately 40m northwest of 58 Clogher Road and immediately north of 115a Saintfield Road, Lisburn (Contd)

Debate

During debate, the following comments were made:

- Councillor U Mackin stated that he had no doubt that the proposed dwelling faced onto the Clogher Road and that there was a menage in front of it. He stated that CTY 8 referred to buildings rather than houses and he considered the structure on the site to be a building, whether open-fronted or not. There was a gap there and he saw no reason why a dwelling could not be located there. He was not in support of the Planning Officer's recommendation in respect of this application.
- Alderman W J Dillon stated that the stable block had required planning permission to be there in the first place. He stated that buildings without roofs had been accepted before and he did not understand why it did not meet the criteria. He was not in support of the Planning Officer's recommendation in respect of this application.
- Councillor M Gregg referred to previous planning permission granted for the stable block which required there to be a corrugated roof and for the boundaries of the site to be retained. He stated that if those had been removed to give the stable block frontage onto the road, that would constitute a breach of planning permission. He also stated that the proposed dwelling would contribute to ribbon development. He was in support of the Planning Officer's recommendation in respect of this application.
- Councillor A Swan stated that most houses on Clogher Road fronted onto the Saintfield Road. He was in support of the Planning Officer's recommendation in respect of this application.
- Alderman D Drysdale stated that if this planning application were to have been presented at a future date, when the structure had a roof, the outcome may have been different. He was not in support of the Planning Officer's recommendation in respect of this application.

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 of the Planning Officers to refuse the application, the voting being 6 in favour and 4 against.

Adjournment of Meeting

The Chairman, Alderman J Tinsley, declared the meeting adjourned for lunch (1.03 pm).

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Resumption of Meeting

The Chairman, Alderman J Tinsley, declared the meeting resumed and the livestream was recommenced (1.45 pm).

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

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

Mr P Donnelly, Registered Speaker

The Committee received Mr P Donnelly to the meeting in order to speak against the application. A written submission had been provided to the Committee in advance of the meeting.

Questions to the Speaker

- Alderman W J Dillon having asked if there was any other backland development in the area, Mr Donnelly stated there was not and that this application would set a dangerous precedent.
- Alderman W J Dillon referred to Mr Donnelly having advised that site visibility splays could not be achieved; however, DfI Roads Service had approved the application. Mr Donnelly suggested there had been insufficient detail for DfI to consider.
- The Chairman, Alderman J Tinsley, referred to Mr Donnelly having stated that some drawings were incorrect and he asked if that had been pointed out to Planning Officers. Mr Donnelly stated that this had been pointed out when objections had first been submitted.
- Alderman O Gawith asked Mr Donnelly, in his opinion, should the application proceed, what would constitute a less intensive development. Mr Donnelly stated that a significant reduction in development would help. More importantly, no backland development behind the frontage houses. If the developer could accommodate 3/4 houses across the frontage, that would be acceptable. The impact of the houses on the rear of the site, where it was clear countryside, would be major – not only for Feumore Road but for the wider area where there were many rural sites like this one.

Councillor R T Beckett, Registered Speaker

The Committee received Councillor R T Beckett to the meeting in order to speak against the application. A written submission had been provided to the Committee in advance of the meeting.

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- (v) LA05/2021/0206/O – Demolition of existing building, construction of 4 detached two storey dwellings with garages at 14a Feumore Road, Ballinderry Upper, Lisburn (Contd)

Questions to the Speaker

- Alderman D Drysdale having asked Councillor Beckett to give his opinion in relation to the roads aspect of the application, Councillor Beckett stated the proposed development would add more traffic to the area. Coming out of the development onto the main Feumore Road would be difficult. Sand lorries used that road going to the lough.

Mr D Donaldson, Registered Speaker (accompanied by Mr J Caithness)

The Committee received Mr D Donaldson (accompanied by Mr J Caithness) to the meeting in order to speak in support of the application. A written submission had been provided to the Committee in advance of the meeting.

Questions to the Speaker

- At the request of Alderman W J Dillon, Mr Donaldson confirmed that there was currently planning permission in place for two dwellings and the current application was seeking to accommodate a further two dwellings to the rear of those. This was backland development in the context that it proposed to site two dwellings behind two dwellings. The important thing was the depth of the site, which was a brownfield site that had accommodated a former primary school. It was not backland development in terms of unacceptable backland development; it was a residential development within a settlement.
- Alderman W J Dillon asked Mr Donaldson if he considered this would set a dangerous precedent by opening up the back of houses for future development. Mr Donaldson stated that this would not create a precedent in that it was the deepest site on Feumore Road. It was a carefully designed concept, developing houses on the site of a former primary school.
- In response to a query by Councillor A Swan as to whether each of the four houses would have comparable meterage, Mr Donaldson advised that each of the four dwellings would sit on a ¼ acre plot, which he deemed entirely reasonable.
- In response to a query by Councillor D J Craig, Mr Donaldson stated that the proposed density was approximately 10 dwellings per hectare. Reference had been made by objectors to the fact that the density in recent approvals had been 7/8 dwellings per hectare. Mr Donaldson did not consider a move from 7/8 dwellings to 10 dwellings to be significant. He further stated that four dwellings within a settlement was entirely reasonable and sustainable.

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- (v) LA05/2021/0206/O – Demolition of existing building, construction of 4 detached two storey dwellings with garages at 14a Feumore Road, Ballinderry Upper, Lisburn (Contd)
- Councillor D J Craig asked Mr Donaldson if he considered the pattern of development was in keeping with the overall character of the area. Mr Donaldson accepted that the general pattern on Feumore Road was houses ribboned along both sides of the road. In this case, the site was at least twice as deep as others, having accommodated the former primary school, which was located further back on the site. The site being considered could comfortably accommodate four houses.
 - Alderman D Drysdale asked if the proposed development could use the existing network for sewerage, drainage, etc. Mr Donaldson stated that there was capacity within the existing networks. Both NI Water and the Rivers Agency had been consulted and had raised no objections.
 - The Chairman, Alderman J Tinsley, asked if the houses on the opposite side of the road were all single road frontage. Mr Donaldson stated that several planning permissions had been granted on the opposite side of the road. As the settlement plan was only around 30-40m depth, that only accommodated single fronted properties on that side of the road.

Questions to Planners

- The Chairman, Alderman J Tinsley, asked that the Head of Planning & Capital Development provide more information on the settlement limit. The Head of Planning & Capital Development stated that Feumore was made up largely of road frontage sites. On one side of the road, plots were much shallower. The site being considered was a deeper plot than was found elsewhere within the settlement. This proposal was for the redevelopment of a brownfield site as opposed to backland development. The plot was distinguishable and different to others found in the settlement of Feumore as it was much deeper. In relation to precedent being set, there was limited opportunity for this, given that other plots were much shallower.

At this point, it was proposed by Alderman O Gawith, seconded by Alderman W J Dillon and, on a vote being taken, agreed that this application be deferred for a site visit. The voting was 5 in favour and 5 against; the Chairman then used his casting vote in favour of the site visit.

4.2 Statutory Performance Indicators – August 2022

It was agreed that the Statutory Performance Indicators for August 2022, together with the explanatory narrative in this regard, be noted.

The Head of Planning & Capital Development reminded Members of the forthcoming introduction of a new planning portal. Whilst it was hoped that this would not impact on performance, it was highlighted that there would be a process of bedding in of the new system.

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4.3 Appeal Decision in respect of Planning Application LA05/2021/0079/O

It was agreed that the decision of the Planning Appeals Commission in respect of the above planning application be noted.

4.4 Submission of Pre-Application Notice (PAN) for a proposed residential development on lands north of Ballymaconaghy Road including 14 and 22-24 Ballymaconaghy Road, Castlereagh

It was 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 Notification by telecommunications operator(s) of intention to utilise permitted development rights

Members had been provided with information in regarding to notification by Cornerstone to utilise Permitted Development Rights at the following locations:

- Land to rear of Sion Mill; and
- Upper Newtownards Road, outside 1031 Upper Newtownards Road, Belfast (upgrade of existing equipment).

5. Any Other Business5.1 New Planning Portal
Chairman, Alderman J Tinsley

The Chairman, Alderman J Tinsley, stated that Officers had been working hard in preparation for the introduction of the new planning portal and asked when it was expected this would go live. The Head of Planning & Capital Development advised that no specific date had been confirmed. Work was ongoing in respect of internal communications; when the portal could be released would be guided by the Project Team. The Head of Planning & Capital Development acknowledged and accepted that there was still work to be done in terms of communication with the public. A meeting was to be held on 14 October that would provide a steer on when the 'go live' date would be. Members would be kept updated on this matter.

5.2 Planning Appeals Portal
Chairman, Alderman J Tinsley

The Chairman, Alderman J Tinsley, referred to the Planning Appeals Portal and communications having been down for a time. The Principal Planning Officer advised that there was now some functionality – the portal had been updated with appeals issued from July onwards but no information was given in relation to pending appeals. The Head of Planning & Capital Development agreed to write to the Planning Appeals Commission seeking an update on when the Planning Appeals Portal would be fully functional.

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5.2 Planning Appeals Portal (Contd)
Chairman, Alderman J Tinsley

Councillor M Gregg enquired if the letter to the Planning Appeals Commission could also seek an update on the planning appeal in respect of an application in Dundonald on a protected route. The Head of Planning & Capital Development confirmed that questions could be put forward in respect of individual appeals on which decisions were pending; however, he did not anticipate that a response would be received indicating a date by which a decision would be made.

5.3 Knockmore Link Road
Councillor A Swan

Councillor A Swan enquired if any update was available from the Department in relation to the Knockmore Link Road. The Head of Planning & Capital Development advised that there was no update other than the application had gone in; the Department had not indicated that it was close to making a decision.

There being no further business, the meeting was terminated at 2.43 pm.

Mayor

Council Meeting

Confidential Report

22 November 2022

Confidential Report from:

Chief Executive

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

4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office holders under, the Council.

When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

Following
Decision

Never

Item for Decision

TITLE: Employee Recognition

Background and Key Issues:

In accordance with the Council's approach to its Investors in People status, prior to the pandemic, Members have approved a yearly employee recognition event, held for all employees at LVI.

Due to the substantial focus over the last period on recovery from the COVID-19 pandemic and the estimates process for 2023/24, it is once again unlikely that Council would be able to have the usual IiP Event in December. It is therefore recommended that, once again, a non-monetary recognition be provided to staff. The report recommends that similar to last year there is:

i) a 'shut down' over the Christmas week, where employees will have a long break and are not returning to the workplace with a backlog of emails etc. from others.

Since the Council was formed in 2015, the Mayor of the day has traditionally provided an additional day's leave on Christmas Eve in recognition of the work undertaken throughout the year. This year, Christmas Eve falls on a Saturday. In consultation with the Mayor, the Mayor has indicated a desire that staff be awarded Wednesday, 28 December 2022 as a recognition day.

To achieve a closure between Christmas and New Year, it is proposed that 1 day's leave over and above the Mayor's offer is provided to all staff as a wellbeing day in lieu of the annual liP event. Employees would be directed to contribute one day of their annual leave entitlement to enable the 'shut down'.

There would need to be flexibility to ensure the delivery of critical services, therefore

ii) where staff are engaged in the delivery of critical services from 28 - 30 December they will be afforded the additional leave to be taken before the end of March 2023.

It is further recommended that this be extended to agency workers engaged with the Council at that time.

[REDACTED]

[REDACTED]

[REDACTED]

Recommendation:

It is recommended that Members agree:

- To note the Mayor's recognition day awarded to all staff on 28th December 2022;
- To a shutdown of the buildings between Christmas and New Year;
- That a wellbeing day be granted to employees and agency workers to support the closure
- That staff engaged in delivery of critical services will be afforded the additional leave at a suitable time before 31 March 2023;

- [REDACTED]

Finance and Resource Implications:

Additional staff leave of up to one day per staff member.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Applying to all employees

If yes, what was the outcome?:

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

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

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

N/A

3. Environmental & Sustainability Impact Assessment:

Has consideration been given to environmental impact?

No

Has an Environmental & Sustainability Screening been completed?

No

If no, please provide explanation/rationale:

Employment matter – however, would have a positive impact on Council energy usage during the period

If yes, please summarise the outcome of the E&S screening:

N/A

Please provide a link to the E&S screening and to any other relevant attachments:

N/A

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

N/A

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date: