



October 24th, 2023

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

A meeting **of Lisburn & Castlereagh City Council** will be held on **Tuesday, 24th October 2023 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.

A hot buffet will be available in Lighters Restaurant from 5.45 pm for those Members who have confirmed in advance.

**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 October 2023.pdf*

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## 2.0 APOLOGIES

## 3.0 DECLARATIONS OF MEMBERS' INTERESTS

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

## 4.0 COUNCIL MINUTES

### 4.1 Meeting of Council - 26 September 2023

📄 *MM 26.09.2023 Draft Minutes for Adoption.pdf*

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### 4.2 Special Meeting of Council 16 October 2023

📄 *(S) Council 16.10.2023 NIHE 2 DRAFT Minutes for Adoption.pdf*

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## 5.0 MATTERS ARISING

## 6.0 DEPUTATIONS

(None)

## 7.0 BUSINESS REQUIRED BY STATUTE

### 7.1 Signing of Legal Documents

*For Decision*

1. Lisburn and Castlereagh City Council and Ballymacash Sports Academy Ltd, The Bluebell Sports Complex, 10a Rushmore Drive, Lisburn BT28 2HN – Letter of Offer to Ballymacash Sports Academy Ltd – Community Investment Fund

2. Lisburn and Castlereagh City Council and the Department for Infrastructure (“The Department”) of Clarence Court, 10-18 Adelaide Street, Belfast BT2 8GB – Agency Agreement for the provision of Off-Street Parking Enforcement and a Penalty Charge Notice Processing Service

3. Lisburn and Castlereagh City Council and Graham Asset Management, 20 Wildflower Way, Belfast BT1 6TA – T23/24-002 – Contract for Tender for Winter

## Services Provision to Council Facilities

4. Lisburn and Castlereagh City Council and iPower Solutions Ltd, Carnmoney House, Edgewater Road, Belfast BT3 9JQ – T22/23-014 – Contract for Tender for Provision of Demand Side Operator to Provide Demand Response Income for Lagan Valley Island Civic Centre

5. Lisburn and Castlereagh City Council and Advanced Overwatch Ltd, 1<sup>st</sup> Floor, Beresford House, 2 Beresford Road, Coleraine BT52 1GE – T22/23-065 – Contract for Tender for Planned Preventive Maintenance Inspections of CCTV

6. Lisburn and Castlereagh City Council and SL Contracts, 25 Lany Road, Moira BT67 0NZ and Mervyn Kirk Excavations and Groundworks, 3 The Nursery, Inishmore, Killyleagh BT30 9UQ and Civco Ltd, 25a Hillside Road, Maghera BT46 5SD – T23/24-001 – Contract for AT1 – Building Maintenance and Minor Works

7. Lisburn and Castlereagh City Council and Avenue Recycling Ltd, 1 Advantage Way, Ballygomartin Road, Belfast BT13 3LZ – Contract for Collection, transportation and recycling of scrap metals from Council Household Recycling Centres (Ref T22/23-075)

## 8.0 ADOPTION OF MINUTES OF COMMITTEES (for Ratification)

- |            |   |                |
|------------|---|----------------|
| <b>8.1</b> | <b>Communities and Wellbeing Committee 3 October 2023</b>   |                |
|            | <a href="#"> LCDC 031023 draft minute for adoption.pdf</a>     | <i>Page 27</i> |
| <b>8.2</b> | <b>Environment &amp; Sustainability Committee 4 October 2023</b>  |                |
|            | <a href="#"> ESC 04.10.2023 Draft Minutes for Adoption.pdf</a> | <i>Page 31</i> |
| <b>8.3</b> | <b>Regeneration &amp; Growth Committee 5 October 2023</b>   |                |
|            | <a href="#"> RGC 05 10 2023 Draft Minutes for Adoption.pdf</a> | <i>Page 41</i> |
| <b>8.4</b> | <b>Corporate Services Committee 11 October 2023</b>   |                |
|            | <a href="#"> CSC 11 10 2023 DRAFT minute for Adoption.pdf</a>  | <i>Page 47</i> |
| <b>8.5</b> | <b>Planning Committee 4 September 2023 (FOR NOTING)</b>   |                |
|            | <a href="#"> PC 04.09.2023 - Ratified Minutes.pdf</a>          | <i>Page 57</i> |

## 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

- 12.1 No. 1 on the subject of Reprioritisation of the A1 Dual Carriageway in the name of Councillor G Thompson**  
*For Decision*  
[📄 NoM No.1 Dualcarriageway.pdf](#) *Page 67*
- 12.2 No. 2 on the subject of Clean Air in the name of Councillor S Lowry**  
[📄 NOM No. 2 Clean Air.pdf](#) *Page 68*
- 12.3 No. 3 on the subject of the Cost of Living Crisis in the name of Councillor P Burke**  
*For Decision*  
[📄 NoM No. 3 Cost of Living Crisis.pdf](#) *Page 69*
- 12.4 No. 4 on the subject of Animal Welfare in Northern Ireland in the name of Councillor N Eaton**  
[📄 NoM No. 4 Animal Welfare.pdf](#) *Page 70*

## 13.0 CONFIDENTIAL BUSINESS

- 13.1 Requirement to Enter into a Section 76 Planning Agreement for Planning Applications LA05/2022/0830/F**

*For Decision*

Confidential due to:

- a) information relating to the financial or business affairs of any particular person (including the Council holding that information) and
- b) information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.

## **14.0 ANY OTHER BUSINESS**

## **MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING**

### **Tuesday 19<sup>th</sup> September**

Mayor to host reception for children attending Daisy Lodge, Mayor's charity, Cancer Fund for Children

### **Wednesday 20<sup>th</sup> September**

Mayor to attend information evening on Drumbo Village Plan, Drumbo

### **Thursday 21<sup>st</sup> September**

Mayor to visit Resurgam at Hillhall Community Resource Centre

### **Friday 22<sup>nd</sup> September**

Mayor and Chair of Regeneration Cllr John Lavery to attend official opening of 'The Range', Lisburn

Mayor to host reception for Naomi Orr School of Dance to acknowledge their World Championship Success

### **Saturday 23<sup>rd</sup> September**

Mayor to attend NMBVA Professor Pantridge Memorial Service, Lagan Valley Island

Mayor to visit Coffee Morning organised by Star of Maze LOL 130, proceeds in aid of Mayor's Charity

Mayor to attend Ballyoran Coffee Morning in aid of Mayor's Charity

### **Sunday 24<sup>th</sup> September**

Mayor to attend RBL Service of Dedication of New Standard, Magheragall Parish Church

### **Tuesday 26<sup>th</sup> September**

Mayor and Chief Executive to visit Coca Cola Plant

### **Thursday 28<sup>th</sup> September**

Mayor to attend LCCC Macmillan Move More Coffee Morning, Grove Activity Centre

Mayor to host reception for St John's Mother's Union, Mayor's Parlour

Mayor to host reception for Pancreatic Cancer Fundraisers, Mayor's Parlour

### **Friday 29<sup>th</sup> September**

Mayor to attend Ballybeen Women's Centre Coffee Morning in aid of Mayor's Charity

Mayor to host reception for Sure Start Lisburn 10th Anniversary

Mayor to attend Lisburn Chamber of Commerce Annual Dinner, Hinch Distillery

### **Saturday 30<sup>th</sup> September**

Mayor to attend RBL Coffee Morning, Hillsborough

Mayor to attend Coffee Morning in Highway Inn for Macmillan Cancer

Mayor to attend Drumbo Village Markets

Mayor to meet the participants of the 'Hope Walk' Connected Minds Youth Committee and Resurgam Youth Initiative, Lagan Valley Island

### **Tuesday 3<sup>rd</sup> October**

Mayor to attend Winter Warmer Roadshow for Positive Aging month, Hillsborough Village Centre

### **Wednesday 4<sup>th</sup> October**

Mayor to attend Ulster in Bloom Results Announcement Event, Lagan Valley Island

### **Thursday 5<sup>th</sup> October**

Mayor to host reception for President of the Methodist Church in Ireland

### **Friday 6<sup>th</sup> October**

Mayor to attend Meadow Bridge Primary School to present badges to newly elected School Council members

Mayor to attend Macmillian Coffee Morning organised by Resurgam Trust, Laganview Community Hall

### **Saturday 7<sup>th</sup> October**

Mayor to attend Big Breakfast at Ballylesson Church in aid of Mayor's Charity

Mayor to attend Anahilt Country Market, Anahilt Primary School

### **Tuesday 10<sup>th</sup> October**

Mayor to host Lisburn Association of Principals Retirement Event

Mayor to host reception for Martin Busch elected President of the Irish Association of credit Unions and the 50<sup>th</sup> anniversary of Lisburn Credit Union

### **Thursday 12<sup>th</sup> October**

Mayor and Chief Executive to attend VIP Visit of the Duke of Gloucester at Kelvatek, Lisburn

Mayor to meet with Choice Housing, Mayor's Parlour

Mayor to host reception for Lambeg Flute Band for their Fundraising Efforts

**Friday 13<sup>th</sup> October**

Mayor to attend business visit to Amor Rustic Arts, Dromara with Cllr Laverty

Mayor to host reception for Breda Cadets - Winners of ABF The Soldiers' Charity UK Revision Cadet Challenge - National Trophy

**Saturday 14<sup>th</sup> October**

Mayor to attend and present awards at the Institute of Northern Ireland Beekeepers Annual Conference

**Sunday 15<sup>th</sup> October**

Mayor to attend Boys Brigade 4th Lisburn Parade (Belfast Battalion) and church service, Lisburn

**Tuesday 17<sup>th</sup> October**

Mayor to meet with Lisburn Cricket Club, Mayor's Parlour

Mayor to attend launch of Lady Mary's autobiography Mary Peters: My Story, Irish Linen Centre

**Wednesday 18<sup>th</sup> October**

Mayor to attend YarnspINNERS - As part of Book Week NI, Lisburn City Library

**Thursday 19<sup>th</sup> October**

Mayor to visit headquarters of Northern Ireland Air Ambulance

Mayor to host reception for Connected Minds Youth Committee, Lisburn's Got Talent Organisers, proceeds going to Mayor's charity

Mayor to host reception for William Creighton, FIA Junior WRC champion

**Friday 20<sup>th</sup> October**

Mayor to host reception for Moderator & Deputy Moderator of Free Presbyterian Church

Mayor to attend Drumbo Concert with Baillies Mills Accordion Band, Drumbo Presbyterian Church Hall

Mayor to attend Dromara Community Group Table Quiz, in aid of Mayor's Charity, Lagan Park Centre

**Saturday 21<sup>st</sup> October**

Mayor to attend Church Breakfast, Ballykeel Baptist Church

Mayor to attend Mayor's charity bucket collection, Tesco Lisburn

Mayor to attend Drumbo Village Market

Mayor to attend Grand Choice Community Decision Making Event, St Joseph's Parish Centre, Carryduff



**DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL****Sunday 24<sup>th</sup> September**

Deputy Mayor to attend GAC Pop-Up Gaeltacht /Family Fun Weekend - Gaelic Games 4 All Event, Carryduff GAC Playing Fields

Deputy Mayor to attend St Patricks GAC Lisburn Club Celebration Day, Kirkwoods Playing Fields

**Monday 9<sup>th</sup> October**

Deputy Mayor hosting reception for Knockmore Community Association, Lagan Valley Island

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**LISBURN & CASTLEREAGH CITY COUNCIL**

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**Minutes of the Hybrid Monthly Meeting of Council held on Tuesday 26 September, 2023 at 7:00 pm****PRESENT IN CHAMBER:**

The Right Worshipful the Mayor  
Councillor A Gowan

Deputy Mayor  
Councillor G McCleave

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

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

**IN ATTENDANCE:**

Lisburn & Castlereagh City Council

Chief Executive  
Director of Finance and Corporate Services  
Director of Leisure and Community Wellbeing  
Director of Organisation Development and Innovation  
Director of Regeneration and Growth  
Acting Director of Environmental Services  
Head of Corporate Communications and Administration  
Head of Finance  
Head of Sports Services  
Member Services Officers  
Technician  
IT Officer

Mr D Roberts, Mayor's Chaplain

**Commencement of the Meeting**

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

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

The Chief Executive outlined the evacuation procedures in the case of an emergency.

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

### Prayers

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

The Right Worshipful the Mayor expressed condolences to Councillor J Lavery on the recent death of his mother, Violet. Mr Roberts said a prayer, during which he too remembered the Lavery family.

At this point, The Right Worshipful the Mayor thanked Mr Roberts for his attendance and he left the meeting (7.14 pm).

## 1. Business of The Right Worshipful the Mayor

### 1.1 Mayor's Engagements (00:14:27)

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

## 2. Apologies (00:14:36)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman J Baird and Councillors D J Craig and B Higginson.

## 3. Declarations of Interest (00:15:09)

There were no declarations of interest.

## 4. Council Minutes (00:15:48)

It was proposed by Alderman M Gregg, seconded by Alderman S P Porter and agreed that the minutes of the meeting of Council held on 22 August, 2023 be confirmed and signed.

## 5. Matters Arising (00:16:39)

There were no matters arising.

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6. Deputations (00:16:55)

There were no deputations.

7. Business Required by Statute(i) Signing of Legal Documents (00:17:00)

It was proposed by Councillor A Givan, seconded by Councillor S Lowry and agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and Lisburn Rugby Club, 71a Eglantine Road, Lisburn BT27 5RQ – Letter of Offer to Lisburn Rugby Football Club – Community Investment Fund – Funding Agreement;
- Lisburn and Castlereagh City Council and Citywatch CCTV Northern Ireland, PSNI, 15 Barrack Street, Lisburn BT28 1TJ – Citywatch Letter of Offer and associated Chattels Mortgage;
- Lisburn and Castlereagh City Council and Play and Leisure Services, 31 Carrowdore Road, Greyabbey, Co Down BT22 2LU – T22/23-003 – Contract for Tender for Supply of Park Equipment; and
- Lisburn and Castlereagh City Council and Cleaver Fulton Rankin, 50 Bedford Street, Belfast BT2 7FW and Arthur Cox, Victoria House, Gloucester Street, Belfast BT1 4LS and A&L Goodbody, 42-46 Fountain Street, Belfast BT1 5EF – T22/23-064 – Contract for Provision of Legal Services for Lisburn and Castlereagh City Council – Lots 1-6.

8. Adoption of Minutes of Committees (00:17:17)**Community and Wellbeing Committee****5 September, 2023**

(00:17:32)

Proposed by Councillor R T Beckett

Seconded by Councillor J Gallen

**Environment and Sustainability Committee****6 September, 2023**

(00:18:02)

Proposed by Councillor C McCready

Seconded by Councillor R Carlin

**Regeneration and Growth Committee****7 September, 2023**

(00:18:43)

Proposed by Councillor J Laverty

Seconded by Alderman A G Ewart

**Corporate Services Committee****13 September, 2023**

(00:19:13)

Proposed by Alderman O Gawith

Seconded by Alderman M Guy

Alderman O Gawith pointed out that the Corporate Services Committee minutes were still subject to the call-in procedure until the following morning.

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Page 368, Item 3.1Notice of Motion – Support of the LGBTQ+ Community in Lisburn & Castlereagh City Council

Alderman S P Porter referred to the above matter and requested that the Chairman of Corporate Services Committee, Alderman O Gawith, agree to have it referred back to the Committee in order that clear legal advice could be obtained to protect staff from any future legal challenges that may arise. He further asked that the Notice of Motion and the actions contained therein be equality impact assessed before being brought back to Council and that staff be consulted. He voiced particular concerns around reference in the Notice of Motion to (a) staff and Members undergoing education and sensitivity training – who would be delivering such training and would it be mandatory; (b) actively participating in local Pride events – could a staff member refuse to work on such events; and (c) provision of safe spaces.

The Chairman of the Corporate Services Committee, Alderman O Gawith, stated that he was not minded to have this matter referred back to the Committee. He considered that the Notice of Motion had been thoroughly debated at the meeting and that there had not been any shortcoming in the decision taken by the majority of the Committee.

Discussion ensued, during which a number of Members spoke, both in support of and in opposition to Alderman Porter's request to have the matter referred back to Committee.

The Chief Executive stated that the Notice of Motion was not a policy. Officers would need to develop a proposed action plan and there may be consultation with staff, communities and businesses needed depending on the actions. Officers would be obliged to carry out equality impact screening and then an Equality Impact Assessment, if required following screening, which would require consultation. There would also need to be consideration of the requirement for a rural needs impact assessment.

Reference having been made to Standing Orders, clarification was provided that, as written notice had not been provided to the Chairman of the Corporate Services Committee 24 hours prior to the Council meeting regarding this issue, he had discretion to decide whether or not the matter be referred back to the Committee. Alderman Gawith not having received advance written notice and not having acceded to the request to refer the matter back, the only alternative open to Members who disagreed with the Notice of Motion would be to follow the call-in process.

Alderman J Tinsley put on record (a) the disappointment of the DUP Party that the Chairman of the Corporate Services Committee would not allow this matter to be referred back for further consideration; and (b) that the DUP Party was not in support of item 3.1 in the Corporate Services Committee minutes.

In response to a query from Alderman S Skillen regarding the Chairman being included in photoshoots in respect of building light-ups, but not the Vice-Chairman, the Chief Executive stated that, in line with policy, this was the Chairman's prerogative. Councillor A P Ewing stated that he had not authorised his photograph to be used in relation to the light-up for Pride and, since that, he had not been included in any light-ups for other causes and deemed that to be unfair.

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Page 373, Item 6.1Royal British Legion – NI Festival of Remembrance 2023

and

Page 374, Item 6.2Anniversary of the Greenfinches

The Right Worshipful the Mayor, Councillor A Gowan, advised that a call-in had been received in respect of each of the above items.

**Governance and Audit Committee****14 September, 2023**

(00:53:34)

Proposed by Councillor R McLernon

Seconded by Councillor S Lowry

Page 385, Item 6.2Asset Management

The Chairman of the Governance and Audit Committee, Councillor R McLernon, advised of a revision to the above item in that a redacted report would be made available rather than the full report that was presented at the meeting.

**Special Regeneration and Growth Committee****18 September, 2023**

(00:54:30)

Proposed by Councillor J Laverty

Seconded by Councillor A Martin

Councillor J Laverty pointed out that the special Regeneration and Growth Committee minutes were still subject to the call-in procedure until the morning of Friday, 29 September.

**Special Governance and Audit Committee****21 September, 2023**

(00:55:31)

Proposed by Councillor R McLernon

Seconded by Councillor J Gallen

Councillor R McLernon pointed out that the Governance and Audit Committee minutes were still subject to the call-in procedure. Standing Order 14.1 stated that "Minutes of meetings of a Committee held less than five clear days before the meeting of the Council shall not be submitted to that meeting for approval. This may be disapplied where a Committee considers the matter to be of extreme urgency and records such in its minutes". The special meeting of the Governance and Audit Committee had been necessitated on 21 September as reports had not been available before that date.

**Planning Committee****7 August, 2023**

(00:57:04)

The minutes of the Planning Committee meeting of 7 August, 2023 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 4 September, 2023. It was proposed by Alderman M Gregg, seconded by Councillor U Mackin and agreed that their contents be noted.

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9. Reports from Members on Boards (00:57:43)

There were no reports from Members on Boards.

10. Reports on Decisions Subject to the Reconsideration Procedure (00:57:48)10.1 Appointments to Working Groups and Outside Bodies (00:58:00)

It was proposed by Councillor U Mackin, seconded by Alderman M Gregg and agreed:

- (a) that the minutes of the Ad Hoc Committee meeting held on 13 September, 2023, at which it had been agreed to uphold the decision of the Corporate Services Committee of 21 June, 2023, be approved;
- (b) to note that a report, for information, would be tabled at the next meeting of the Corporate Services Committee detailing nominations; and
- (c) to approve the payment of expenses related to Members' attendance at events associated with their role on outside bodies for the duration of the Council term.

Alderman O Gawith voiced concerns in relation to the Council having been disadvantaged by the delay that had occurred in obtaining legal advice during the summer months and sought an assurance, both from CMT and the lawyers, that the Council would receive prompt service in future, no matter the time of year. Councillor N Trimble concurred with the comments made by Alderman Gawith and stated that it would be worthwhile pursuing other avenues, if required, to obtain legal opinion in a more expedient fashion. In response, the Chief Executive stated that this matter had been addressed in the report that had been presented to the Ad Hoc Committee meeting on 13 September. Mention had been made of lessons learned, one of them being obtaining legal advice on governance processes and recognising time issues. As set out in the report, the Chief Executive confirmed that Officers were currently exploring alternatives to ensure that business could continue regardless of the time of year.

11. Notice of Motion (01:03:08)11.1 Blue Green Algae (01:03:21)

A copy of the following Notice of Motion in the name of the Deputy Mayor, Councillor G McCleave, had been circulated to Members with the notice convening the meeting:

“This Council calls on the Local Government Association (NILGA) to immediately establish a working group made up of DAERA and its respective agencies including NIEA, Inland Fisheries and others, along with representatives from the four Councils that border Lough Neagh, and other relevant agencies including NI Water, the Public Health Agency and Food Standards Agency in order to hold the department(s) and agencies accountable for the development of a timebound targeted strategy to address the poor

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11.1 Blue Green Algae (Contd))

water quality and in particular the impact of toxic Blue Green Algae affecting Lough Neagh, and its impact on the environment, the loughs residents, businesses and recreational users. NILGA will convene the working group and strategy to address the issue”.

The Notice of Motion was proposed by the Deputy Mayor, Councillor G McCleave, and seconded by Councillor N Parker.

In accordance with Standing Order 16.1 (6), The Right Worshipful the Mayor, Councillor A Gowan, advised that the above Notice of Motion would be referred to the Environment and Sustainability Committee for consideration.

12. Confidential Business (01:04:37)

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

“In Committee”

It was proposed by Alderman J Tinsley, seconded by Councillor C McCreedy and agreed that the following item be considered “in committee”, in the absence of members of the press and public being present. The livestream was paused at 8.06 pm.

12.1 Full Business Case – Redevelopment of Dundonald International Ice Bowl  
(Report would never be available)

Councillor M McKeever left, and returned to, the meeting during consideration of this item of business (8.07 pm and 8.10 pm respectively), as did Councillor N Parker (8.21 pm and 8.25 pm).

Councillor R T Beckett, as current Chairman of the Community and Wellbeing Committee, proposed that:

- (a) the Full Business Case for the redevelopment of a new Dundonald International Ice Bowl (DIIB) be approved;
- (b) the award of the main construction works contract, as outlined in the Chief Executive’s report, be approved;
- (c) the award of the specialist contracts be approved, subject to novation agreement, as outlined in the Chief Executive’s report;
- (d) financial considerations outlined be noted;
- (e) approval be given to the creation and appointment of a Transition Manager role for a period of 24 months.

This proposal was seconded by Councillor S Lowry.

Councillor J Gallen stated that the SDLP Party opposed the progression of this project and outlined the reasons for this.



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## 12.1 Full Business Case – Redevelopment of Dundonald International Ice Bowl (Contd)

Councillor R Carlin stated concerns he had regarding the proposal by Councillor Beckett and wished to put forward an amended proposal.

### Adjournment of Meeting

In order that Members would be clear as to what Councillor Carlin's amendment was, the meeting was adjourned at 8.26 pm in order that he could provide this in writing to the Chief Executive.

### Resumption of Meeting

The meeting was resumed at 8.40 pm.

The Chief Executive read out the amendment proposed by Councillor R Carlin, ie. that this decision not be taken in isolation of the full Council's Capital Programme and that an equality impact assessment be taken, with a 12-week public consultation on the full Capital Programme, including Dundonald International Ice Bowl. This was seconded by Councillor J Gallen.

The Chief Executive responded to a number of queries raised by Members. Alderman A Grehan asked that the following response be noted in the minutes. The Chief Executive advised that:

- (a) DIIB was part of the Council's Capital Programme and that programme had already been equality screened; and
- (b) should the redevelopment of DIIB not proceed at this stage, the £12.2m Levelling-Up funding that was currently available would be lost and £3m in costs would require to be set against revenue budgets for this year.

The amendment by Councillor R Carlin was put to the meeting and, at the request of Councillor J Gallen, a recorded vote was taken. The amendment by Councillor Carlin was declared "lost", the voting being as follows:

In favour: Councillor D Bassett, Councillor P Burke, Councillor R Carlin, Councillor P Catney, Councillor J Gallen, Deputy Mayor, Councillor G McCleave (6)

Against: Councillor R T Beckett, Councillor S Burns, Councillor K Dickson, Councillor N Eaton, Alderman A G Ewart, Councillor A P Ewing, Alderman O Gawith, Councillor A Givan, The Right Worshipful the Mayor, Councillor A Gowan, Alderman M Gregg, Alderman A Grehan, Alderman M Guy, Councillor G Hynds, Councillor C Kemp, Councillor P Kennedy, Councillor J Lavery, Alderman H Legge, Councillor S Lowry, Councillor U Mackin, Councillor A Martin, Councillor T Mitchell, Councillor C McCready, Councillor A McIntyre, Councillor M McKeever, Councillor R McLernon, Councillor N Parker, Alderman S P Porter, Alderman S Skillen, Councillor G Thompson, Alderman J Tinsley, Councillor N Trimble (31)

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### 12.1 Full Business Case – Redevelopment of Dundonald International Ice Bowl (Contd)

The proposal in the name of Councillor R T Beckett was put to the meeting and, at the request of Councillor J Gallen, a recorded vote was taken. The proposal by Councillor Beckett was declared “carried”, the voting being as follows:

In favour: Councillor R T Beckett, Councillor S Burns, Councillor K Dickson, Councillor N Eaton, Alderman A G Ewart, Councillor A P Ewing, Alderman O Gawith, Councillor A Givan, The Right Worshipful the Mayor, Councillor A Gowan, Alderman M Gregg, Alderman A Grehan, Alderman M Guy, Councillor G Hynds, Councillor C Kemp, Councillor P Kennedy, Councillor J Lavery, Alderman H Legge, Councillor S Lowry, Councillor U Mackin, Councillor A Martin, Councillor T Mitchell, Councillor C McCready, Councillor A McIntyre, Councillor M McKeever, Councillor R McLernon, Councillor N Parker, Alderman S P Porter, Alderman S Skillen, Councillor G Thompson, Alderman J Tinsley, Councillor N Trimble (31)

Against: Councillor D Bassett, Councillor P Burke, Councillor R Carlin, Councillor P Catney, Councillor J Gallen, Deputy Mayor, Councillor G McCleave (6)

### Resumption of Normal Business

It was proposed by Alderman M Gregg, seconded by Councillor A P Ewing and agreed to come out of committee and normal business was resumed. The live stream of the meeting was recommenced at this stage (8.48 pm).

## 13. Report by Chief Executive

### 13.1 Redevelopment of Dundonald International Ice Bowl (01:05:58)

The Chief Executive stated that the redevelopment of DIIB was presented as the single biggest investment decision the Council would take since its formation in 2014. This facility had strategic importance not only for the Council, but for the wider Northern Ireland region. The current building was 37 years old and its energy efficiency was extremely poor. The significant investment that would be made would provide for an Olympic size ice rink, as well as other features including state of the art gym, ten pin bowling, restaurant etc. The current facility was the second most visited visitor attraction in Northern Ireland, with over ½ million visitors each year. The new facility was forecasted to have an increase in visitor numbers of over 200,000 in the first year of business. The construction process would also support 373 jobs. The Government’s Levelling-Up Fund had provided £12.2m towards the overall cost of redevelopment and Council would continue to explore avenues to provide funding in order to minimise the impact of borrowing requirements. The redevelopment of DIIB formed part of the Council’s wider Capital Programme and the Chief Executive referred to a number of other projects within the Programme that were currently in progress.

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### 13.1 Redevelopment of Dundonald International Ice Bowl (Contd)

Councillor R T Beckett, as current Chairman of the Communities and Wellbeing Committee, welcomed the redevelopment of DIIB, which was not only a much-used facility by the residents of the Council area, but received visitors from all over the Province and wider afield. He paid tribute to all Council Officers who had been involved in the project over the past number of years for their hard work in moving it forward. Councillor Beckett proposed that the Council:

- (a) agree to the progression of the £52m construction of a new Dundonald International Ice Bowl;
- (b) note the planned communications and marketing strategy to run in tandem with the construction, opening and operations of the new facility; and
- (c) note the planned engagement regarding the future Capital Programme.

Councillor S Lowry seconded Councillor Beckett's proposal and, in doing so, she too paid tribute to the work of Officers to date and welcomed the progression of this flagship project for the Council and the benefits it would bring.

A number of Members voiced their support for this ambitious project, namely Councillor N Trimble, on behalf of the UUP, Alderman M Gregg, Alderman S Skillen, Alderman J Tinsley and Councillor J Laverty. In supporting the project, Members stated that it was testament to the desire of the Council to serve its residents. Reference was made to the economic benefits that would be brought about by the redevelopment of DIIB and the tourism opportunities it would present by the fact that it was a regional asset that would bring people from all over Northern Ireland, Ireland and beyond, showcase the Council area and be a gateway to its other tourist attractions.

Members put on record their thanks to Officers for their efforts over the years on working on this project.

Councillor J Gallen stated that the SDLP was opposed to the progression of this project at present. The reasons he cited for this were in relation to the current uncertain economic conditions, with high interest rates and the potential for costs to escalate. He considered that the project would place a rates burden on families who were already struggling with the cost of living crisis and that the debt burden the DIIB project would place on the Council could impact on the progression of other projects.

Councillor R Carlin stated that he could not support the redevelopment of DIIB progressing in isolation and without appropriate public equality consultation. He too referred to the current cost of living crisis. Whilst acknowledging the significance of DIIB within the community, he raised concerns regarding disproportionate allocation of funding across the Council.

The proposal in the name of Councillor R T Beckett was put to the meeting and, at the request of Alderman M Gregg, a recorded vote was taken. The proposal by Councillor Beckett was declared "carried", the voting being as follows:

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### 13.1 Redevelopment of Dundonald International Ice Bowl (Contd)

In favour: Councillor R T Beckett, Councillor S Burns, Councillor K Dickson, Councillor N Eaton, Alderman A G Ewart, Councillor A P Ewing, Alderman O Gawith, Councillor A Givan, The Right Worshipful the Mayor, Councillor A Gowan, Alderman M Gregg, Alderman A Grehan, Alderman M Guy, Councillor G Hynds, Councillor C Kemp, Councillor P Kennedy, Councillor J Lavery, Alderman H Legge, Councillor S Lowry, Councillor U Mackin, Councillor A Martin, Councillor T Mitchell, Councillor C McCready, Councillor A McIntyre, Councillor M McKeever, Councillor R McLernon, Councillor N Parker, Alderman S P Porter, Alderman S Skillen, Councillor G Thompson, Alderman J Tinsley, Councillor N Trimble (31)

Against: Councillor D Bassett, Councillor P Burke, Councillor R Carlin, Councillor P Catney, Councillor J Gallen, Deputy Mayor, Councillor G McCleave (6)

At this point, The Right Worshipful the Mayor, Councillor A Gowan, expressed his appreciation to Officers for their work in bringing the DIIB project to its current position. He stated that he looked forward to work commencing on site and the ultimate completion of the scheme.

### 13.2 Adoption of Lisburn & Castlereagh City Council Local Development Plan 2023, Plan Strategy (01:29:49)

It was proposed by Councillor J Lavery, seconded by Councillor T Mitchell and agreed that the Plan Strategy of the Local Development Plan be adopted by resolution of the full Council. Councillor Lavery passed on the thanks of the Regeneration and Growth Committee to those Officers involved in the preparation of the Plan Strategy.

Alderman J Tinsley commented that some planning applicants had been left disappointed, having been caught between the old and new policies, particularly in respect of infill applications (development in the countryside). Whilst the Planning Unit had been working sympathetically with those applicants, ultimately decisions would now require to be made in line with the new policy. Alderman A Grehan concurred with these sentiments and queried if there was anything the Council could look at within the Ministerial Statement to address this unfortunate situation.

## 14. Any Other Business (01:34:30)

### 14.1 Illegal Car Washes (01:34:50) Councillor C McCready

Councillor C McCready referred to recent incidents when Border Force and the PSNI had shut down illegal car washes in Moira and on the Lisburn Road for reasons of human extortion. He believed the Council had a responsibility in

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14.1 Illegal Car Washes (Contd)  
Councillor C McCready

relation to car washes being able to operate under planning permission. He asked what the role the Council could play in assisting the PSNI and Border Force to ensure such incidents did not recur and that car washes were operating legally and meeting standards required in Northern Ireland. The Chief Executive agreed that a report on this matter would be presented in due course to the Environment and Sustainability Committee.

Conclusion of the Meeting

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

There being no further business for consideration, the meeting was terminated at 9.19 pm.

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Mayor

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**LISBURN & CASTLEREAGH CITY COUNCIL**

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**Minutes of Special Meeting of the Council held in the Council Chamber and at Remote Locations on Monday 16<sup>th</sup> October 2023 at 6.04 pm****PRESENT IN CHAMBER:**

Alderman J Tinsley (Acting Chair)

Aldermen A Grehan and P Porter

Councillors D Bassett, P Burke, P Catney, J Craig, A Ewing, G Hynds, P Kennedy, U Mackin, A Martin and C McCready

**PRESENT IN REMOTE LOCATION:**

Deputy Mayor, Councillor G McCleave

Aldermen A Ewart MBE, M Gregg, M Guy and S Skillen

Councillors S Burns, R Carlin, N Eaton, A Givan, C Kemp, J Lavery BEM, S Lowry, M McKeever, N Parker and G Thompson

**IN ATTENDANCE:**Lisburn & Castlereagh City Council

Chief Executive

Member Services Officers (RN &amp; EW)

Northern Ireland Housing Executive

Ms Grainia Long, Chief Executive

Mr Des Marley, Lisburn &amp; Castlereagh Area Manager

Ms Fiona McGrath, Head of Place Shaping, Belfast Region

Mr David Brown, Strategic Planning Manager (Remote)

Mr Andy Kennedy, Assistant Director Asset Management  
(Remote)Ms Aisling McDermott, Area Manager Housing Solutions  
(Remote)Ms Leeann Vincent, Assistant Director Asset Management  
(Remote)Chair

In the absence from the Chamber of both The Right Worshipful The Mayor and the Deputy Mayor, the meeting was chaired by Alderman J Tinsley.

Commencement of the Meeting

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

The Acting Chair 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.

The Chief Executive outlined the evacuation procedures in the case of an emergency.

1. Apologies (00:02:04)

It was agreed to accept apologies for non-attendance at the meeting on behalf of The Right Worshipful The Mayor, Councillor A Gowan; Councillors T Beckett, K Dickson, J Gallen and R McLernon.

2. Declarations of Interest (00:02:38)

There were no declarations of interest.

3. Deputations (00:02:48)

3.1 Northern Ireland Housing Executive  
Lisburn & Castlereagh Housing Investment Plan 2023 - 2026

The Acting Chair, Alderman J Tinsley, welcomed the following officials from the Northern Ireland Housing Executive (NIHE) to the meeting:-

- Ms Grainia Long - Chief Executive
- Mr Des Marley - Lisburn & Castlereagh Area Manager
- Ms Fiona McGrath - Head of Place Shaping, Belfast Region.

The Acting Chair also welcomed a number of other NIHE officials who were in attendance at the meeting on a remote basis.

The meeting was paused from 6.08 pm – 6.12 pm to allow for a technical issue to be addressed.

3.1.1 Presentation (00:05:25)

Members had been provided with a copy of the Lisburn & Castlereagh Housing Investment Plan 2023 – 2026. With the aid of PowerPoint, Ms Long made a presentation in respect of the Housing Investment Plan, during which she highlighted the following:-

- Community Planning – Strength of Partnership Working
- Lisburn & Castlereagh Tenure Breakdown and Total Homes
- Lisburn & Castlereagh Housing Executive Spend 2022/2023 and Projected Spend 2023/24

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**3.1.1 Presentation (Continued)**

- Affordable Warmth Scheme
- Boiler Replacement Scheme. (Paused as from 21<sup>st</sup> September 2023. Applications submitted before that date and meeting the criteria would be honoured.)
- Waiting List Trends 2020-2023
- Summary of Temporary Accommodation Costs. (Any available housing stock in the Council's area should be notified to the NIHE.)
- New Build/Social Housing Development Programme
- New Build/Social Housing Development Programme (completed in the last year)
- Discretionary Housing Payments (DHP) - Update. (Enquiries in relation to such payments should be directed to the DHP Team.)
- Key Housing Challenges
- Key Housing Opportunities
- Next Steps

During the presentation:-

Councillor R Carlin joined the meeting on a remote basis. (6.18 pm)  
Ms Leeann Vincent (NIHE Assistant Director Asset Management) joined the meeting on a remote basis. (6.22 pm)

**3.1.2 Questions**

After the presentation, a number of Members' questions were responded to by the NIHE representatives.

The following questions had been submitted in advance of the meeting with responses being provided at the meeting.

**(1) Seymour Hill – Damp issues in houses & flats**

Councillor J Craig had referred to damp issues within the housing stock at Seymour Hill and had enquired when this might be remedied and a scheme put in place to re-insulate the dwellings. Some properties had been surveyed on a private basis.

Mr Marley reported that damp and insulation issues were a key focus of the NIHE's work and that the Seymour Hill housing stock had been included in the scheme for re-insulation. Ms Long asked that the NIHE be informed of those addresses which had been privately surveyed.



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**(2) Moynes Tower Blocks, Dunmurry - Demolition**

Councillor J Craig had enquired as to when the Moynes Tower Blocks might be fully vacated and then demolished.

Mr Marley stated that only six leaseholders remained in the Moynes Tower Blocks; all NIHE residents had been rehoused. Demolition was obviously dependent on the Tower Block being fully vacated and – given that leaseholders were involved – it was difficult to give an exact time-scale. The NIHE would hope to continue to make significant progress towards demolition between now and early 2024. The overall project of having the Tower Blocks vacated had progressed quicker than what was initially projected.

**(3) Moynes site – Working Group**

Councillor J Craig had enquired as to when the working group in regard to the Moynes site would be established.

Mr Kennedy advised that once a housing association had been identified to progress any housing on the site, the local community would become involved.

**(4) Response Times**

Alderman P Porter had referred to the somewhat slow response times to e-mails and letters which he was experiencing in the Lisburn/Castlereagh and Belfast offices.

Ms McDermott acknowledged that there were issues about communication but that these were being addressed in a number of ways so as to gain an effective solution. Such measures included recruitment processes being in place; two additional staff in the Antrim Street office; routine admin work being undertaken by an appropriate level of staff so as to enable more senior staff to deal with decision making; allocation of dedicated staff to deal with enquiries from public representatives; bespoke e-mail box for elected representatives; revision of telephone system so as to allow for a longer waiting time (as opposed to the call being terminated automatically after a certain length of time); increase in the number of call handlers. The guideline for response times is a reply within 10 working days – however the complexity of an enquiry could make this longer.

The following questions were posed at the meeting:-

**(1) Local Development Plan**

The Acting Chair enquired from the NIHE officials, their opinion on the adoption of the Council's Local Development Plan. Ms Long welcomed the adoption of the Plan as it would provide many opportunities for the provision of housing by the NIHE, housing associations and developers.

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**(2) Mr Angus Hannaway**

Alderman P Porter asked to have recorded his appreciation of the service provided by Mr Angus Hannaway (Belfast Regional Manager) and extended best wishes to him on his retirement.

Ms McDermott (Area Manager Housing Solutions) thanked Mr Marley (Lisburn & Castlereagh Area Manager) for his support.

**(3) Single Lets in Lisburn & Castlereagh City Council area**

Alderman P Porter enquired about the effect of single lets on the rental process.

Ms McDermott stated that the number of single lets available remains a significant challenge. She added that private rental issues were challenging for the NIHE in acquiring single let properties. Private landlords could secure high rentals on the private market. The challenge to the NIHE was to negotiate such rents down to an acceptable level. The use of bed & breakfast accommodation by the NIHE is avoided if at all possible.

**(4) Temporary Accommodation**

Alderman P Porter enquired about temporary accommodation.

Ms McDermott stated that the supply of temporary accommodation was challenging and that the NIHE was putting in place, procedures to maximise the supply of such accommodation, eg long term leasing.

**(5) Damp –v- Condensation**

Alderman S Skillen enquired as to how an inspection could categorically state if a problem was damp or condensation related.

Ms Long stated that the fabric of the house is always investigated in the initial part of the process. After that, the inspectors would progress to anything that the tenant might be doing to inadvertently create a damp or condensation problem. Tenants should not be made to feel that they are responsible for issues which are related to the fabric of the building.

Ms Long advised that the NIHE has information in regard to damp and condensation which it can and does provide to tenants. This information could be provided to the Council and a workshop session for Elected Members could be considered.

**(6) Response Times to Enquiries**

Alderman S Skillen advised that she was awaiting responses to a number of communications with the NIHE. Ms Long asked for details of specific matters to be conveyed to her office.

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**(7) Grass Cutting & Tree Maintenance**

Alderman S Skillen referred to the standard of grass cutting evident in certain areas which she considered to be less than satisfactory.

Mr Marley stated that – contrary to a lot of public perception - the NIHE was not responsible for all grass and tree maintenance in its estates or in the environs of its estates. Some areas were the responsibility of the Department for Infrastructure.

In regard to areas of the Ballybeen Estate, Dundonald – Mr Marley would be meeting Alderman Skillen on site and – thereafter - would raise any issues with the DfI where necessary.

Mr Marley asked that any specific areas which were of concern to Members in regards to grass cutting and tree maintenance be made known to him.

**(8) Housing Officer staffing complement**

Councillor A Ewing asked if the number of Housing Officers was sufficient to deal with the demand on their services and for gaining effective and timely solutions.

Ms McDermott advised that the structure to deal with such issues was being reviewed as it currently was insufficient. As previously indicated in the meeting, recruitment exercises were in place as were other steps to make the service more efficient.

The NIHE also recognised the experience that existed within the community sector and that was another avenue being explored to recruit people.

**(9) Reasons for persons having to leave their houses**

Councillor J Lavery highlighted the difference in people having to leave their homes either for reasons of being the victims of intimidation or of domestic abuse/violence. Councillor Lavery sought such statistics in respect of the Council's area. Ms McDermott undertook to revert to Councillor Lavery with such information.

Ms McDermott agreed that the allocation of points for intimidation and domestic abuse/violence differed and that this matter was under review policy-wise with a Departmental consultation also underway.

Ms Long further advised that the housing options for those households affected by domestic abuse/violence were being looked at. Better accommodation options for such households was required.

**(10) Response Times to Enquiries**

Councillor D Bassett outlined the circumstances surrounding an enquiry on behalf of a constituent which he had made in July 2023 and to what he considered to be the unacceptable level of response and communication which he had experienced in this regard.

Ms Long asked that Councillor Bassett provide the details of this case to her office.

(11) Rent Reviews

Councillor D Bassett enquired if there was likely to be a rent increase as from 1<sup>st</sup> April 2024 and – if so – the level of increase that was envisaged.

Ms Long advised that – based on the revenue required for the operation of the NIHE on an annual basis– recommendations are made to the Board of the Housing Executive and thereafter to the Department. It is the investment requirement which dictates if a rent increase is needed.

(12) Inspection of Repairs

Councillor D Bassett enquired if there was a timeframe within which works carried out by a contractor were inspected by an NIHE official, or if it was in fact the responsibility of the tenant to notify the NIHE when repairs had been done so that they might be inspected.

Mr Marley advised that there is a robust inspection programme in place for both planned and response maintenance.

Mr Marley asked that Councillor Bassett inform him of any situation where maintenance had not been inspected soon after completion, and then the problem in question had arisen again.

(13) Direct Labour Organisation

Councillor P Catney enquired as to the input of a Direct Labour Organisation and if it was more beneficial than external contractors.

Ms Long advised that the NIHE did in fact have an active Direct Labour Organisation in place and that it works exceptionally well.

(14) Funding from Department for Communities

Councillor P Catney enquired about the funding from the Department for Communities in the long-term.

Ms Long responded that the challenge for long-term planning over a 10-year period remained. Whilst Ms Long considered that the ability to borrow money would transform its activities, the funding of the NIHE was largely acceptable at present on a year-on-year basis.

(15) Temporary Accommodation

Alderman A Grehan welcomed the temporary accommodation that had been put in place in Lisburn which in turn relieved the pressures on the Simon Community.

Ms Long acknowledged that temporary housing accommodation is a challenge for all Council areas, and not just for Lisburn & Castlereagh.

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**(16) Waiting Lists/Local Development Plan**

Alderman A Grehan referred to the fact that it was likely that some people would never be allocated NIHE property. Alderman Grehan asked that the NIHE speak with the Council's Planning Unit to ensure that social housing was planned for as by the time that planning applications came before the Planning Committee, it may be too late to ensure that such housing is included in plans.

Ms McGrath confirmed that the Council's adoption of its Local Development Plan was to be welcomed and that NIHE officials were meeting with the Council's Planning Unit later in the week. Ms McGrath stated that it was important for developers to understand the benefit of social housing.

In response to comments from Alderman A Grehan about the importance of a mix of social and co-ownership housing, Ms McGrath suggested that this be borne in mind when the Planning Committee was considering planning applications. The use of Section 76 agreements could be put in place.

**(17) New means of construction**

Alderman A Grehan enquired about the use of modern means of construction and enquired if this could be piloted.

Ms Long confirmed that a building project using a modern means of construction was about to be piloted in Belfast.

**(18) Maintenance – Backlog of work**

Councillor U Mackin referred to delays which NIHE tenants were experiencing in having maintenance works carried out, even those of a minor nature. Councillor Mackin stated that he was being told this repeatedly by NIHE tenants.

Councillor Mackin advised that he would speak directly to Mr Marley about an issue he was aware of in the Drumbo area.

Ms Long reminded Members that – in recognition of the delays experienced by the NIHE in having work done by external contractors due to the high levels of inflation since the award of their tenders – the NIHE had re-tendered for contracts valued at millions of pounds. Whilst this would mean delays for some works in the short term, it was hoped that it would be a beneficial solution in the long-term.

Mr Marley confirmed that the planned maintenance budget was a "healthy" one. There were 27 schemes programmed for the Lisburn & Castlereagh area of which eight were already on site.

(19) Boiler Replacement Scheme

The Acting Chair, Alderman J Tinsley, sought clarification on the suspension of the Boiler Replacement Scheme.

Ms Long confirmed that the NIHE had been unable to secure funding for this scheme but that applications submitted before the 21<sup>st</sup> September 2023 and meeting the criteria would be honoured.

(20) Summary of Temporary Accommodations Costs

The Acting Chair, Alderman J Tinsley sought further information in relation to the "Summary of Temporary Accommodation Costs". Ms McDermott agreed to revert to Alderman Tinsley with such information.

(21) Damp/Condensation/Reinsulation

Councillor J Craig sought clarification as to how re-insulation could take place when no insulation was actually in place. Third party contractors had shown this to be the case. Councillor Craig also asked how issues of damp and condensation could be addressed when the real problem was a lack of insulation.

Ms Long stated that it was important to get the balance correct about the fabric of the property and possible misuse of the property by the tenant in terms of creating damp and condensation. Some insulation works would be undertaken in the current financial year.

Mr Marley stated that the NIHE was in touch with the Housing Community Network to make tenants aware of hints, procedures etc to deal with or to avoid damp and condensation issues.

Ms Long stated that information on damp/condensation/insulation could be provided to Members and that she would give consideration to a workshop on these matters being provided for Members.

Mr Kennedy stated that it was the NIHE's intention to replace cavity wall insulation in all of its properties but that funding for this would be a challenge. Mr Kennedy stated that some years ago, a firm had been commissioned to survey properties in relation to cavity wall insulation. 800 NIHE properties had been surveyed and of those, only 1% displayed evidence that damp and condensation could be attributed to the lack of or the condition of the cavity wall insulation.

Councillor Craig was asked to contact Mr Marley about any further information he would wish to have on this matter.

During the question and answer session:-

The Deputy Mayor, Councillor G McCleave, left the meeting on a remote basis. (6.40 pm)

Alderman M Guy left the meeting on a remote basis. (6.46 pm)

Councillor N Eaton left the meeting on a remote basis. (6.53 pm)

Councillor S Lowry left the meeting on a remote basis. (6.55 pm)

Councillor R Carlin left the meeting on a remote basis at 7.00 pm. Councillor Carlin later re-joined the meeting on a remote basis at 7.39 pm and left it at 7.42 pm.

Alderman S Skillen left the meeting on a remote basis. (7.19 pm)

Alderman P Porter left the Chamber. (7.40 pm)

Councillor J Craig left and returned to the Chamber. (7.40 pm and 7.43 pm respectively)

Councillor G Thompson left the meeting on a remote basis. (7.42 pm)

Alderman A Ewart left the meeting on a remote basis. (7.47 pm)

Councillor C McCready left the Chamber. (7.47 pm)

Councillor U Mackin left and returned to the Chamber (7.47 pm and 7.50 pm respectively)

Councillor A Givan left the meeting on a remote basis. (7.49 pm)

Alderman M Gregg left the meeting on a remote basis. (7.54 pm)

### 3.2 Northern Ireland Housing Executive Place Shaping

Issues in relation to this item were addressed within the main presentation on the Housing Investment Plan.

### Conclusion of the Meeting

At the conclusion of the meeting, the Acting Chair, Alderman J Tinsley, thanked the NIHE officials for their attendance and informative presentation. During the course of the meeting, a number of Members had expressed their appreciation for the works carried out and the service provided by the NIHE officials and their teams.

There being no further business, the meeting concluded at 7.57 pm.

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Mayor/Chair

## LISBURN & CASTLEREAGH CITY COUNCIL

### Minutes of the Communities and Wellbeing Committee held in the Island Civic Centre, and remotely, on Tuesday 3rd October 2023 at 18:00

**PRESENT:** Councillor R T Beckett (Chairperson)

The Right Worshipful the Mayor, Councillor A Gowan

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

**PRESENT REMOTELY:** Deputy Mayor Councillor G McCleave;  
Alderman S Skillen and Councillor R Carlin

**ALSO ATTENDED:** Councillor G Hynds

**IN ATTENDANCE:** Director of Leisure and Community Wellbeing  
Head of Communities  
Head of Sports Services  
Member Services Officers (BF and EW).

#### 1. Apologies

No apologies were received.

#### 2. Declarations of Interest

Regarding item 5.2 re: 'Sports Accelerator Fund', The Right Worshipful the Mayor, Councillor A Gowan, declared an interest in that members of his family were associated with Dromara Village Football Club, which had applied for funding under the scheme.

Councillor T Mitchell declared an interest also in item 5.2 in that a family relation was associated with Lisburn Ladies FC.

In respect of item 4.1, re: 'Social Supermarket Funding', Alderman A Grehan declared an interest in that she was a volunteer with Lisburn City Church Community Trust, the organisation which had administered the scheme on behalf of the Council.

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

##### 3.1 Lough Moss Carryduff Community Garden Project & Games Area (0.05)

The Director reported that notification had been received from the Pro-Landscaper Project Awards that the Lough Moss Carryduff Community Garden Project and Games Area had been short-listed in the Community Green Space Category. She explained that the category sought to acknowledge projects which had been delivered within smaller budgets. The ceremony would take place at the ExCeL Centre in London on Tuesday, 21st November.



Accordingly, the Committee was recommended to approve the attendance at the awards of the Chairperson, together with one officer from the Parks and Amenities Section, to include travel, tickets for the event and one night's accommodation in London.

It was moved by Councillor D Bassett, seconded by Councillor T Mitchell, and agreed that the Committee adopt the recommendation.

(Alderman A Grehan entered the Chamber at 18:09).

#### 4. Report of the Head of Communities

##### 4.1 Community Support Funding - Social Supermarket Funding (0.47)

(Alderman A Grehan declared an interest in this matter and did not partake in any discussion or decision-making on the item).

The Head of Communities advised the Committee that the Department for Communities, as part of its Letter of Offer to the Council for 2023/24, had provided an additional amount for the provision of a social supermarket in the sum of £80,928.97.

In response to a Member's query, the Head of Communities advised that the Department for Communities could not provide a guarantee on the provision of funding beyond the current financial year. She indicated that the proposed finance formed part of the Welfare Reform Budget, which would be in place until 2025, although that, in itself, provided no guarantee. She pointed out that, whilst central government could not offer absolute assurances regarding the scheme on a year-on-year basis, any agreement with Lisburn City Church Community Trust (LCCCT) to deliver the scheme would not be entered into until final confirmation had been received in respect of the funding for the current financial year. Thereafter, further discussions would be entered into regarding the scheme in future years.

In addition, the Head of Communities outlined the plans to ensure that the terms of reference with LCCCT would extend the scope of the scheme into the wider Castlereagh area.

The Committee, on the proposal of Councillor A McIntyre, which was seconded by Councillor T Mitchell, adopted the recommendation, that being, to authorise LCCCT to deliver the scheme on the Council's behalf, subject to the drawing-up of a formal agreement to include a terms of reference to oversee the management of the scheme.

#### 5.0 Report of the Head of Sports Services

##### 5.1 2024 Lisburn Half Marathon, 10K and Fun Run (9.42)

The Committee considered a report which proposed a number of changes to the race routes for the 2024 Lisburn Half Marathon, 10K and Fun Run.

The Head of Sports Services clarified a number of queries raised regarding the steps that would be taken to manage competitors, specifically at Halftown Road, Blaris Road and the Blaris Greenway. He indicated that any closure of the Greenway to the public would be minimal and he outlined the stewarding, marshalling and health and safety arrangements that would be in place to protect both competitors and members of the public.

It was moved by Alderman H Legge, seconded by Councillor S Lowry, and agreed that the Committee approve the changes to the proposed routes in 2024.

## 5.2 Sports Accelerator Fund 2023/24 (17.07)

(The Right Worshipful the Mayor, Councillor A Gowan, left the Chamber whilst the matter was under discussion. Councillor T Mitchell, did not partake in any discussion or decision-making on the item).

The Committee noted a list of awards that had been made to 48 organisations under the above-mentioned fund. The amount allocated to the successful applicants had been £103,412.50, which was £3,412.50 in excess of the £100,000 budgeted amount.

The Head of Sports Services clarified the processes which had been put in place within the department to evaluate and mark the applications received. In addition, he outlined the support and feedback arrangements which were to be made available to unsuccessful applicants.

Moved by Alderman A Grehan,  
Seconded by Councillor A McIntyre and

Resolved - that the Committee notes the information provided and agrees that a sum of £3,142.50 be sourced from within additional income streams received to address the oversubscription and to enable all successful applicants to receive the full funding allocated.

## 6. Any Other Business – Non Confidential

### 6.1 Vitality Membership Scheme (24.10)

The Deputy Mayor Councillor G McCleave reminded the Committee that a private provider had previously delivered the Vitality Membership Scheme on behalf of the Council in Lough Moss Leisure Centre. He enquired if Council might be able to consider entering into a similar-type agreement with one of the several private gym providers within the Killultagh District Electoral Area.

In response, the Head of Sports Services outlined the background to the Council's previous agreement in respect of Lough Moss. He undertook to provide further information to the Deputy Mayor regarding his query.

### 6.2 Hillsborough Forest Park Run (28.36)

In response to a request by Councillor A McIntyre, the Director undertook to provide an update to him in relation to the provision of signage for competitors at the Hillsborough Forest Park Run.

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

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

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

#### 7.1 Request to Increase Contracted Rates for Stewarding

(Report confidential in that it related to the financial or business affairs of any particular person – including the Council holding that information).

The Committee noted the receipt of a request to increase the rates for stewarding services as part of a variation to an existing contract.

It was agreed that further detail be provided to the Committee in respect of the cost implications to the Council and further clarity be given on the various increases to the rates of pay associated with the revised contract.

#### 7. Resumption of Normal Business

It was proposed by Alderman P Porter, seconded by Councillor D Bassett, and agreed that normal business be resumed.

The meeting ended at 18.46.

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Chairperson

ESC 04 10 2023

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**LISBURN & CASTLEREAGH CITY COUNCIL****Minutes of the Environment and Sustainability Committee held in the Council Chamber, Island Civic Centre, and remotely, on Wednesday 4<sup>th</sup> October 2023 at 6.00 pm****PRESENT IN CHAMBER:**

Councillor C McCreedy (Chairperson)  
 Deputy Mayor, Councillor G McCleave  
 Aldermen M Gregg and J Tinsley  
 Councillors S Burns, P Catney, G Hynds, P Kennedy,  
 A McIntyre, M McKeever and N Parker

**PRESENT IN REMOTE LOCATION:**

Councillor R Carlin (Vice-Chairperson)  
 Alderman S Skillen  
 Councillors J Lavery BEM and R McLernon

**OTHER MEMBERS:**

In Chamber:  
 Alderman A Grehan  
 Councillor C Kemp

**IN ATTENDANCE:**

In Chamber:  
 Acting Director of Environmental Services (RH)  
 Acting Head of Service (Waste Management and Operational Services) (JK)  
 Head of Service (Building Control and Sustainability) (CD)  
 Acting Head of Service (Environmental Health, Risk and Emergency Planning) (SC)  
 Member Services Officers (CH, CA)

**Commencement of the Meeting**

At the commencement of the meeting, the Chairman, Councillor C McCreedy, welcomed those present to the meeting of the Environment and Sustainability Committee. The Chairman advised that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business. At this point, the Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting. The Chairman, Councillor C McCreedy, stated that, whilst the meeting was being recorded, unauthorised recording was not permitted, as per the Council's Standing Orders.

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

He asked that mobile phones be put on silent or switched off for the duration of the meeting. The Acting Director of Environmental Services, Mr Richard Harvey proceeded to outline the evacuation procedures in the case of an emergency.

1. Apologies (00:02:54)

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

2. Declarations of Interest (00:03:13)

There were no Declarations of Interest.

3. Report by the Head of Service (Building Control and Sustainability) (00:03:22)

3.1 Consultation on NI 2030 & 2040 Emissions Reduction Targets, First Three Carbon Budgets and Climate Change Committee Advice Report (00:03:30)

The Committee considered a report which provided information in connection with a consultation launched by DAERA in relation to NI 2030 and 2040 Emissions Reduction Targets and First Three Carbon Budgets and Advice Report. Members noted that September Full Council meeting had granted delegated authority to the October Environment and Sustainability Committee, to agree the draft consultation response for submission before the closing date of 11<sup>th</sup> October, 2023.

Members were provided with a website link to view the Department website, discussion, guidance documents and response template. A copy of the draft response on behalf of the Council, had been circulated to Members for consideration. It was reported that any Members' comments received had been included in the response.

In relation to question fourteen of the consultation document, Alderman M Gregg noted that in the rest of UK the grid connections were met by the power provider rather than whoever was providing the renewable energy source, however in Northern Ireland it appeared that the grid connection cost had to be met by whoever was providing the renewable energy. The Head of Service for Building Control and Sustainability agreed to include the above comment in the consultation response.

It was proposed by Alderman M Gregg, seconded by Councillor G Hynds, and agreed to recommend that the response, on behalf of the Council, to the Consultation on NI 2030 and 2040 Emissions Reduction Targets and First Three Carbon Budgets, and Climate Change Committee Advice Report be approved, subject to the inclusion of additional comments received.

### 3.2 Consultation on Proposed Amendments to Part E (Fire Safety) of The Building Regulations and Guidance (00:07:28)

The Committee considered a report which provided information in connection with a consultation launched by the Department of Finance (DoF), in relation to proposed amendments to Part E (Fire Safety) of the Building Regulations and Guidance. It was reported that the Consultations main proposals were in relation to Sprinklers, Smoke Alarms, Fire Safety Information, Smoke Ventilation Standards in Flats and Facilities Access for the Fire and Rescue Services.

Members were reminded that it had been reported at the September Environment and Sustainability Committee, that due to the closing date of 25<sup>th</sup> September 2023, a response would not be compiled in time for the September meeting. It was agreed that the response would be submitted by Officers before being brought to the October Committee meeting for retrospective approval.

Members were provided with a website link to view the Department of Finance website, guidance documents and response template. A copy of the response submitted on behalf of the Council, had been circulated to Members for information. It was reported that any Members comments received had been included in the response.

It was proposed by Councillor P Kennedy, seconded by Councillor A McIntyre, and agreed to recommend that the Councils response to the Department of Finance consultation on proposed amendments to Part E (Fire Safety) of The NI Building Regulations and Guidance, be retrospectively approved.

### 3.3 Department of Finance Consultation on a Range of Technical Issues Relating to the Building Regulations NI (00:09:47)

The Committee considered a report in connection with a consultation led by the Department of Finance, on a range of technical issues relating to the Building Regulations NI. The Head of Service reported that the discussion document outlined pre-consultation detail of potential next steps on a range of inter-related areas, including; conservation of fuel and power, ventilation, mitigation of overheating in dwellings; and electric vehicle charging infrastructure to parking spaces at buildings.

Members were provided with a website link to view the Department website, discussion, guidance documents and response template. Members were encouraged to forward any comments they wished to have included in the final response.

It was reported that the closing date for the consultation was 15<sup>th</sup> November 2023, and that a response would be brought to the November Committee meeting for approval, in advance of the closing date. Members noted that as the consultation closing date was 15<sup>th</sup> November, there would not be time for any agreed response to be ratified at Full Council on 28<sup>th</sup> November 2023.

### 3.3 Department of Finance Consultation on a Range of Technical Issues Relating to the Building Regulations NI Cont'd

It was proposed by Alderman J Tinsley, seconded by the Deputy Mayor, Councillor G McCleave, and agreed to recommend that Council delegates the authority to the November Environmental and Sustainability Committee, to agree and submit on behalf of Council, the response to Department of Finance in relation to the consultation on a range of technical issues relating to the Building Regulations NI.

## 4. Report by the Acting Head of Service (Environmental Health, Risk and Emergency Planning (00:11:03)

### 4.1 The Waste and Contaminated Land (Northern Ireland) Order 1997 (00:11:12)

Further to the report considered by the Committee at its meeting in March 2023, the Acting Head of Service set out in her update report, the key information in relation to the new powers that had been given to the Council under the Waste and Contaminated Land (Amendment) 2011 Act(Commencement No.3) Order (Northern Ireland) Order 1997 (W&CLO1997).

It was stated that the enacted provisions provided Councils in Northern Ireland with equivalent powers to that of the Northern Ireland Environment Agency (NIEA) to take action in relation to unlawful deposits of waste on land within Council areas. A detailed report providing background information and a copy of the Environmental Health procedure to be applied to all illegal dumping on open ground had been circulated to Members for consideration.

In response to a request made by Councillor J Lavery BEM, the Acting Head of Service agreed that data in relation to the number of complaints of illegal dumping received against the number of fines issued, would be circulated to Members for information.

Following discussion, it was proposed by Alderman M Gregg, seconded by Councillor G Hynds, and agreed to recommend that:

- the Article 4 W&CLO1997 Fixed Penalty to be set at £400 for detected offences be approved,
- the Council Environmental Health procedure in Appendix 2 be approved; and
- the adoption of Article 5 W&CLO1997 as a discretionary power that Council Officers may use, when appropriate, subject to resources, be approved.

### 4.2 Cemeteries – Postbox to Heaven (00:17:51)

The Acting Head of Service provided an update to the Committee, further to the meeting of the Environmental Services Committee in April 2023, were Councillor Legge proposed a Notice of Motion for consideration to be given to a "Postbox to Heaven" initiative to be implemented across Lisburn and Castlereagh City Council Cemeteries.

#### 4.2 Cemeteries – Postbox to Heaven Cont'd

It was reported that Officers had completed an information gathering exercise on other Councils within Northern Ireland and England to ascertain their approach to 'Postbox to Heaven'. The findings alongside an example of a white post box were circulated to Members for consideration.

It was suggested that the Council take a similar approach to that of Warrington County Council, by offering biodegradable seeded cards that could be used to grow wildflowers within a designated memorial area at a cemetery.

Alderman J Tinsley put on record that he unfortunately would not be in a position to support the initiative on a personal level, he noted it was a lovely idea and understood the sentiments of the initiative, but felt that it would proactively give false hope to grieving people.

It was proposed by Councillor N Parker, seconded by Councillor G Hynds, and agreed to recommend that the consideration for the initiative "Postbox to Heaven", to be progressed alongside the next phase of development within the existing cemetery, which will include a memorial/remembrance garden be approved.

Following discussion it was further agreed that consideration also be given to ensuring the seeded cards are easily identifiable from other cards that people may put into the 'Postbox to Heaven'.

#### 4.3 Food Control Service Plan 2023/2024 (00:24:10)

The Head of Service (Environmental Health, Risk and Emergency Planning), set out in her report, the background and key information in relation to the Food Service Plan for 2023/2024, which had been developed in order to meet the requirements outlined in the Food Standard Agency's Framework Agreement.

It was reported that the Food Standards Agency (FSA) required each competent authority to have an up-to-date, documented Food Service Plan, which should be readily available to food business operators (FBOs) and consumers.

A copy of the Food Control Service Plan 2023/2024 was circulated to Members for their information. Following discussion, the Committee agreed that the Food Service Plan for 2023/2024 be noted.

#### 4.4 Notice of Motion in the name of the Deputy Mayor, Councillor Gary McCleave – Blue / Green Algae (00:27:03)

Members were provided with a copy of the following Notice of Motion in the name of the Deputy Mayor, Councillor G McCleave, which had been referred to the Committee by Council on 26<sup>th</sup> September, 2023 for consideration:



4.4 Notice of Motion in the name of the Deputy Mayor, Councillor Gary McCleave – Blue / Green Algae Cont'd

“This council calls on the local Government Association {NILGA} to immediately establish a working group made up of DAERA and its respective agencies including NIEA, Inland Fisheries and others, along with representatives from the four Councils that border Lough Neagh, and other relevant agencies including NI water, the Public Health agency and Food Standards Agency in order to hold the department(s) and agencies accountable for the development of a timebound targeted strategy to address the poor water quality and in particular the impact of toxic Blue Green algae affecting Lough Neagh, and its impact on the environment, the loughs residents, businesses and recreational users. NILGA will convene the working group and strategy to address the issue”.

The Notice of Motion was proposed by Deputy Mayor, Councillor G McCleave and seconded by Councillor N Parker.

With the permission of the Chairman, Deputy Mayor, Councillor G McCleave spoke to the committee advising that Lough Neagh was in crisis due to an accumulation of years of neglect and abuse. He stated that the impact of Blue/Green Algae this year had been unprecedented, affecting the environment, business, tourism, recreation, angling and water sports reaching well beyond Lough Neagh with Lower Bann area being badly affected also.

He further explained that there was a legal obligation to maintain good water quality under the Water Framework Directive Regulations and in order to restore public confidence a new approach had to be taken. He stated that the Notice of Motion proposed to hold those Departments and Agencies accountable for the development of a time-bound strategy to address the poor water quality and that NILGA will consult widely with all the relevant agencies and stakeholders currently affected. He thanked the Committee for the opportunity to bring forward the Notice of Motion and asked for their support.

In seconding the Notice of Motion, Councillor N Parker concurred with the aforementioned sentiments expressed by the Deputy Mayor, Councillor G McCleave, and stated that she fully supported the motion before the Committee. She advised that the current situation facing water quality, and in particular in Lough Neagh, which was used domestically across 40% of homes in Northern Ireland, had been well documented over the last number of weeks and months. She further stated that an urgent solution needed to be found to prevent the issues that had caused the problems; that businesses were greatly affected and animals and wildlife at risk, causing deep public concern.

Following a number of comments of support by members of the Committee, it was unanimously agreed that the Notice of Motion on Blue/Green Algae be approved.

4.4 Notice of Motion in the name of the Deputy Mayor, Councillor Gary McCleave – Blue / Green Algae Cont'd

Further to discussion, it was proposed by Councillor P Catney, seconded by Councillor N Parker and agreed to recommend that in the absence of a functioning executive, a letter to be written to the Secretary of State be approved, calling on him to ensure that the Loughs environmental and economic sustainability be given the due care and consideration needed to protect future generations, by setting up an inter-departmental working group as a matter of urgency, to assess and implement measures were feasible.

5. Report by the Acting Head of Service (Waste Management and Operational Services) (00:43:03)

5.1 Consultation on the draft Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations 2024 (00:43:12)

Councillor C Kemp left the meeting during this item of business (6.45 pm).

Further to the report considered by the Committee at its meeting in September 2023, the Committee considered an update report in regards to a consultation which had been launched on 28<sup>th</sup> July by the Department of Agriculture, Environment and Rural Affairs (DEFRA) in Northern Ireland, along with the UK Government, Scottish Government and Welsh Government, in relation to the draft Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations (2024).

A copy of the draft response on behalf of the Council, had been circulated to Members for consideration. Members noted that September Full Council meeting had granted delegated authority to the October Environment and Sustainability Committee, to agree the draft consultation response for submission before the closing date of 9<sup>th</sup> October, 2023.

It was proposed by Alderman M Gregg, seconded by Councillor A McIntyre, and agreed to recommend that the draft consultation response to be submitted for Lisburn and Castlereagh City Council be approved.

The Chairman, Councillor C McCready, advised that Any Other Business would be considered at this point in the meeting.

6. Any Other Business (Agenda item 7.0 refers) (00:46:17)

6.1 Mullaghglass Complaints Update (00:46:22)  
Alderman J Tinsley

Alderman Tinsley was encouraged by the response received by the Acting Head of Service for Environmental Health, Risk and Emergency Planning to his query, were she confirmed that no further complaints had been received by Council from residents in relation to the Mullaghglass Landfill Facility since it ceased accepting municipal waste.

6.2 Rave Complaints (Stoneyford) (00:52:10)  
Alderman J Tinsley

Alderman J Tinsley advised the Committee, that he had received a number of complaints from both local residents and local farmers in regards to a rave that had taken place in an open field, a few hundred yards outside Stoneyford, from approx.10 pm on Saturday 30<sup>th</sup> September, 2023 until approx. 9 am the following morning. It was reported that the rave didn't end until police arrived on Sunday morning.

Responding to questions, the Acting Head of Service for Environmental Health, Risk and Emergency Planning confirmed that the Council had no prior notice of the rave and that seven telephone complaints had subsequently been received. It was reported that officers were actively investigating the circumstances of the rave and that the land owner had confirmed that they would not be allowing any further use of their land for use of this nature.

The Committee were advised that the Council did not operate an out of hour's facility and that complaints of this nature, outside of Council hours were a matter for the police, if there was a disturbance of the peace. It was also confirmed if the Council received any prior notice for raves of this nature, that suggested they would be a nuisance for residents, then a noise abatement notice could be served to stop it from happening.

Alderman J Tinsley passed on his appreciation to Officers for their proactive approach in investigating the circumstances of the rave.

6.3 Dog Fouling (00:54:41)  
Councillor G Hynds

Responding to a question raised by Councillor G Hynds, the Acting Head of Service for Environmental Health, Risk and Emergency Planning confirmed that Officers carried out target controls within hotspot areas periodically, and agreed to consider Councillor G Hynds suggestion of pro-actively offering scoop the poop bags to dog walkers to help address dog fouling.

6.4 Household Recycling Centre Service Level Agreement  
Deputy Mayor, Councillor G McCleave (00:56:56)

The Deputy Mayor, Councillor G McCleave requested an update on the outcomes of Officers re-engagement with neighbouring Councils to ascertain the feasibility of entering into a service level agreement whereby, Lisburn and Castlereagh City Council rate payers could utilise other Council HRC sites. The Acting Director of Environmental Services advised that work was ongoing on this matter and that a report would be tabled to the November 2023 Environment and Sustainability Committee.

6.5 Kerbside Model Consultation Update  
Acting Director of Environmental Services (00:57:46)

Officers provided an update on the Kerbside Model Equality Consultation which concluded on Monday 25<sup>th</sup> September 2023, reporting that a total of 1,535 completed responses had been received (1526 responses from residents and 9 on behalf of organisations). It was reported that 75% of respondents advised that changes to waste collections would not present difficulties personally or to their household. Results indicated high agreement to the current and proposed measures.

The Committee were advised that Officers would now analysis all responses with the aim to table a report to the Environment and Sustainability Committee in December 2023, with a further report tabled in early 2024 to include all developments over the past year and what impact those developments might have had in the kerbside decision that was taken in January 2023.

Officers responded to a number of comments and questions arising from the Kerbside Consultation update. Responding to a request made by Alderman J Tinsley, it was agreed that the initial findings/statistics that had been verbally provided to the Committee would also be circulated to Members for their scrutiny.

7. Confidential Report from the Acting Director of Environmental Services (Agenda (item 6.0 refers) (01:10:12)

The Chairman, Councillor C McCready, advised that the confidential report items would be dealt with "In Committee" due to (1) containing information relating to the financial or business affairs of any particular person (including the Council holding that information), and (2) due to information which is likely to reveal the identity of an individual and (3) information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.

"In Committee"

It was proposed by Alderman J Tinsley, seconded by Councillor P Catney, and agreed that the following matters be considered "in committee", in the absence of members of the press and public being present.

The member of the press seated in the public gallery left the meeting (7.12 pm).

Alderman A Grehan left the meeting (7.12 pm).

7.1 Off Street Car Parking Contract (Agenda item 6.1 refers)  
(Redacted Report will be published on completion of contract process)

Alderman A Grehan returned to the meeting (7.15 pm).

The Acting Head of Service (Environmental Health, Risk and Emergency Planning presented this item of business.

### 7.1 Off Street Car Parking Contract (Agenda item 6.1 refers) Cont'd

Responding to a question raised by Alderman J Tinsley, the Acting Director of Environmental Services advised that a Regional Off Street Car Parking Group existed to consider this project and including any legal advice pertaining to the same.

Following discussion, it was proposed by Councillor P Catney, seconded by Alderman M Gregg, and agreed to recommend that the recommendations, as detailed in the report circulated, be approved.

### 7.2 Environmental and Sustainability Charges Scheme – 2024/2025 (Agenda item 6.2 refers) (Report will not be made available)

The Acting Director of Environmental Services presented this item of business. Responding to a request made by Alderman M Gregg, the Acting Director agreed to include the lower and upper limits of Statutory Charges, were appropriate, in future Charges Scheme Reports brought to the Environment and Sustainability Committee.

Alderman S Skillen expressed understanding of why the High Hedges Charge was set at the rate outlined in the report, but put on record her disappointment in the decision.

It was proposed by Alderman M Gregg, seconded by Councillor P Catney, and agreed to recommend that the Environmental Services Directorate charges for 2024/2025 financial year, as detailed in the report circulated, be approved.

## 8. Confidential Any Other Business

### 8.1 HRC Site Visits

The Acting Director of Environmental Services reminded Members of the upcoming site visits to the Depot, the Cutts and Carryduff HRC Sites and encouraged Members to RSVP to Member Services as soon as possible.

### Resumption of Normal Business

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

There being no further business, the meeting concluded at 7.24 pm.

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Mayor/Chairperson

**LISBURN & CASTLEREAGH CITY COUNCIL****Minutes of Meeting of the Regeneration and Growth Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Thursday 5<sup>th</sup> October, 2023 at 6.00 pm****PRESENT IN THE CHAMBER:**

Councillor J Lavery BEM (Chairperson)

Aldermen A G Ewart MBE, M Gregg, A Grehan and M Guy

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

**PRESENT IN A REMOTE LOCATION:**

The Right Worshipful the Mayor, Councillor A Gowan

Councillor T Mitchell (Vice Chairperson)

Alderman S P Porter and Councillor J Gallen

**OTHER MEMBER:**

Councillor G Hynds

**IN ATTENDANCE**Director of Regeneration & Growth  
Head of Economic Development  
Member Services Officers (BS and CR)  
IT Officer**Commencement of Meeting**

The Chairperson, Councillor J Lavery, extended a welcome to all present to the October meeting of Regeneration & Growth Committee.

The Chairperson advised that the meeting was being audio recorded unless the item was being considered under confidential business.

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

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

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

Alderman S P Porter joined the meeting remotely at 6.04 pm.

1. Apologies (00:02:38)

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

2. Declarations of Interest (00:0)

Councillor U Mackin declared an interest in item 3.2 Bradford Court – Lease Extension due to his membership of the NILGA Executive.

Alderman M Guy declared an interest in item 3.2 Bradford Court – Lease Extension due to her membership of the NILGA Executive.

During the course of the meeting the Chairperson, Councillor J Laverty, declared an interest in item 3.4 New NI Enterprise Services and Closure of NI Business Start Up Programme (Go For It) in view of his role as a director of Inspire Business Centre which has an association with Enterprise NI, which in turn is connected with this new support service.

3. Any Other Business (00:0)

As all the items for consideration that evening were of a confidential nature the Chairperson, Councillor J Laverty, wished to bring forward agenda item 4. Any Other Business at this point in the meeting.

3.1 Hillsborough Forest Digital Trail Stakeholder Launch 11 October 2023

The Chairperson drew Members' attention to the launch of the Hillsborough Forest Digital Trail for a number of stakeholders on Wednesday, 11 October by way of a thank you for their support during the development of this project. The launch would include a tour of the facilities and an exhibition and demonstration of the new digital trail app. Also, a follow-up event on International Artists Day, would take place on 25 October which would include local schools and celebrity guests, and would hopefully attract some media interest.

3.2 Correction re Date of Adoption of the Local Development Plan 2032 – Plan Strategy

The Chairperson put on record that in relation to the Adoption of the Local Development Plan - Plan Strategy at the meeting of Council held on 26 September 2023, the date on the Adoption Statement (Appendix no. 4) included a date of 2 October 2023. This date was in error and the actual date of adoption on the published document is 26 September 2023.

### 3.3 New Businesses in Lisburn City Centre

Councillor U Mackin having welcomed the three new businesses that had recently opened in Lisburn City Centre asked for an update in relation to the nature of each of these new businesses. Councillor Mackin also stated that it was important that the Council gives any support necessary to these new businesses.

The Head of Economic Development advised that one of the new businesses was Huxo Italian Diner which was located in Bow Street Mall. The other two new businesses were Garretta Hub, a clothing retailer and Blackpoint Perfumes both of which had opened in Bridge Street.

The Director of Regeneration & Growth having acknowledged the importance of supporting the high street businesses undertook to bring a report to Committee by way of an update on those seeking expressions of interest for grant funding in view of there being some monies left in year.

## 4. Confidential Report from Director of Regeneration and Growth (00:01:00)

For the purpose of the audio recording the Chairperson advised of the reasons for confidentiality for the confidential business on the agenda.

### "In Committee"

It was proposed by Councillor C McCreedy, seconded by Alderman M Guy, and agreed that the Confidential Reports of the Director of Regeneration & Growth be considered "in Committee" in the absence of press or members of the public. The audio recording was paused at this stage in proceedings (6.13 pm).

At the Outset the Director of Regeneration & Growth addressed the Committee in regard to the lateness of the report at agenda item 3.4.

### 4.1 Appointment of Specialist Services for Evaluation Services

(Redacted Report to be published October 2026 when the contract is complete)

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

The Head of Economic Development presented this item of business.

Further to the decision of the Committee at its meeting in June 2023 to appoint a specialist third party on a 3 year contract to deliver evaluation services for Economic Development as well as other services of the Council, the Committee had been furnished with a copy of a revised financial appraisal which had been agreed by the Council's Financial Services team.



#### 4.1 Appointment of Specialist Services for Evaluation Services (Cont'd)

The Head of Economic Development and the Director of Regeneration & Growth responded to questions from two Members in connection with the above procurement process.

It was proposed by Councillor N Parker, seconded by Alderman A G Ewart, and agreed to recommend that:

- the appointment of specialist services to deliver evaluation services for a 3 year period (1+1+1), with an initial contract for the first year only based on the revised financial appraisal, as circulated, be approved, in order that the contract be awarded, and
- years two and three in regard to the delivery of evaluation services be proceeded with subject to the achievement of agreed targets on an annual basis to the Council's satisfaction.

#### 4.2 Bradford Court – Lease Extension

(Redacted Report to be published after the presentation of the lease, under seal of Council)

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

In response to questions from two Members the Director of Regeneration & Growth elaborated on the issues raised.

It was proposed by Alderman M Gregg, seconded by Councillor N Parker, and agreed to recommend that the new three year lease for one of the sitting tenants in Bradford Court, as detailed in the Director's report, under the terms as outlined, be agreed.

#### 4.3 Manor Park Electricity Sub-Station

(Redacted Report to be published after the presentation of the lease, under seal of Council)

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

The Director of Regeneration & Growth responded to a number of questions and comments and provided clarification thereon from the Committee in connection with issues outlined in the report.

It was proposed by Alderman S P Porter, seconded by Alderman A G Ewart, and agreed to recommend that:

- in principle, the relocation of the Manor Park Electricity Sub-Station on to Council land be approved and that the Council enters into a lease agreement with NIE, and

#### 4.3 Manor Park Electricity Sub-Station (Cont'd)

- delegated authority to be granted to the Director of Regeneration & Growth to negotiate the best terms of lease between NIE and the Council which would be subject to Full Council approval under seal.

#### 4.4 New NI Enterprise Support Service (NIESS) and Closure of NI Business Start Up Programme (Go for It)

(Redacted Report to be published following outcome of negotiations or legal proceedings)

Confidential due to containing the following information:

- information relating to the financial or business affairs of any particular person (including the Council holding that information),
- information which is likely to reveal the identity of an individual, and
- 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

The Head of Economic Development presented this item of business.

It was proposed by Councillor C McCready, seconded by Alderman M Guy, and agreed to recommend that the Committee:

- a) notes the positive evaluation that the NIBSUP/Go for It programme has achieved across each of its key aims from April 2021 to June 2023, including having significantly outperformed the statutory jobs targets for Lisburn and Castlereagh City Council,
- b) notes the update on the roll-out of the new Enterprise Support Service,
- c) provides the match funding, as outlined in the report, to draw down the maximum available UKSPF support for Lisburn and Castlereagh businesses, subject to the estimates process or alternative reallocations within the Economic Development budgets, and
- d) further update reports on the roll-out of the NIESS be received by the Committee in due course.

It was noted that in view of the importance of getting this message out to the Lisburn & Castlereagh businesses as quickly as possible, the Head of Economic Development, would convene briefing sessions for Members either individually or in party groups, if required, to provide further detail on the NIESS and to address any further questions that Members may have on this programme of activity.

## 5. Any Other Business of a Confidential Nature

### 5.1 Kirkwood Road Playing Fields The Chairperson, Councillor J Laverty

The Chairperson drew the Committee's attention to the above item which had been circulated to Members via this month's Information & Correspondence (I&C) Schedule and indicated to the Committee that if they had any questions on this matter or the other item of business that had been circulated on this month's I&C schedule, (namely Integrated Marketing Campaign – Recent Member's Workshop), to direct their questions to the Director directly.

The Director of Regeneration & Growth in response to questions and comments from two Members in regard to Kirkwood Road Playing Fields clarified a number of key issues thereon.

### Resumption of Normal Business

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

### Conclusion of Meeting

The Chairperson, Councillor J Laverty, thanked everyone for their attendance and there being no further business for consideration the meeting was concluded at 6.57 pm.

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Chairperson

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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 11<sup>th</sup> October 2023 at 6.00 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Alderman O Gawith (Chair)  
 Councillor A Ewing (Vice-Chair)  
 The Right Worshipful The Mayor  
 Councillor A Gowan  
 Deputy Mayor  
 Councillor G McCleave  
 Aldermen A Ewart MBE and M Guy  
 Councillors T Beckett, R Carlin, K Dickson, N Eaton, A Givan, C Kemp, U Mackin and the Hon N Trimble

**PRESENT IN A REMOTE LOCATION (COMMITTEE):**

Councillor P Burke

**OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER**

Alderman A Grehan  
 Councillors G Hynds and A Martin

**OTHER MEMBERS OF COUNCIL PRESENT IN A REMOTE LOCATION**

Aldermen M Gregg, P Porter and J Tinsley  
 Councillors J Lavery BEM, S Lowry, C McCready and N Parker

**IN ATTENDANCE:**

Director of Finance & Corporate Services  
 Director of Organisation Development & Innovation  
 Director of Regeneration & Growth  
 Head of Corporate Communications & Administration  
 Head of Finance  
 Member Services Officers (RN & BF)

**Commencement of Meeting**

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

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

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

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

The Right Worshipful The Mayor, Councillor A Gowan, entered the Chamber during the housekeeping announcements. (6.05 pm)

1. Apologies (00:03:10)

An apology for non-attendance at the meeting was accepted and recorded on behalf of Alderman H Legge.

2. Declarations of Interest (00:03:38)

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

There were no Declarations of Interest.

3. Report of Director of Regeneration & Growth (00:04:23)

3.1 Review of Scheme of Delegation for Planning (00:04:39)

A final draft of the "Scheme of Delegation: Delegation of Planning Applications and Enforcement" had been provided with the report. The Director explained the revisions to the Scheme.

It was proposed by Councillor U Mackin, seconded by Councillor N Trimble and agreed to recommend that the final draft of the "Scheme of Delegation: Delegation of Planning Applications and Enforcement" be agreed and that it be submitted to the Department for Infrastructure for agreement.

4. Report of Director of Organisation Development & Innovation (00:05:58)

4.1 Draft Corporate Plan 2024-2028 (00:06:10)

The following documents had been provided with the report:-

- the draft Corporate Plan for 2024-2028;
- a draft of a public consultation questionnaire.

The Director outlined the nature of consultation which had taken place in the preparation of the draft Corporate Plan and responded to a number of questions in relation to both the draft Plan and the draft questionnaire.

It was proposed by Councillor C Kemp, seconded by Councillor K Dickson and agreed to recommend that the following documents be approved for onward public consultation:-

- the draft Corporate Plan for 2024-2028;
- the draft public consultation questionnaire.

The Director undertook to speak off-line with Councillor C Kemp in relation to Section 75 requirements associated with this matter.

5. Report of Head of Corporate Communications & Administration (00:15:09)

5.1 Building illuminations (00:15:33)  
Evaluation & Establishment of Working Group

In furtherance of a previous decision, Members were provided with an evaluation of building illumination posts which had been shared via social media during 2022/2023. The report of the Head of Service highlighted the key issues of the evaluation.

The Right Worshipful The Mayor and the Chair of the Corporate Services Committee had asked for a working group to be established so as to take forward the work on building illuminations and/or methods by which charities and worthy causes could be supported.

It was proposed by Councillor N Trimble, seconded by Councillor A Ewing and agreed to recommend that:-

- the establishment of an All-Party Working Group to consider the Illumination Policy and the exploration of alternative options to support charities be noted with the Working Group reporting its recommendations to the Committee in January 2024;

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5.1 Building illuminations (00:15:33)  
Evaluation & Establishment of Working Group (Continued)

- Party Group Leaders nominate one member to represent their party on the All-Party Working Group and provide that name to the Acting Member Services/PCSP Manager.

The Head of Service noted comments made by Councillor R Carlin in relation to a more active involvement by the Council's champions in both the Working Group and also in any Council publicity for charities and worthy causes.

Later in the meeting, Councillor Carlin asked that any requests for building light-ups be made known to the Committee in advance of the means by which they are formally reported. The Head of Service confirmed that this would be addressed within the remit of the Working Group.

Councillor J Lavery asked to have recorded his appreciation of the evaluation work carried out in relation to the light-ups.

Councillor N Parker joined the meeting on a remote basis during discussion of this item. (6.19 pm)

6. Report of Head of Finance (00:20:03)

6.1 Car Parking bad-debt write off (00:20:13)

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 1<sup>st</sup> April 2015.

It was proposed by Councillor A Givan, seconded by Councillor N Trimble and agreed to recommend that the debt recorded in relation to car parking is written off the ledgers of the Department for Infrastructure.

7. Any other Business – Non-Confidential (00:23:33)

7.1 Light up of Lagan Valley Island (00:23:58)  
Attacks on Israel

Councillor A Ewing proposed that "this Council lights up its building in blue in solidarity with Israel after the horrendous terror attacks at the weekend". Councillor Ewing elaborated on his proposal. This proposal was not seconded.

The Chair, Alderman O Gawith, reported receipt of a recent request from the DUP Group Secretary "that the building be lit in blue as a sign of peace at the earliest available date to express our sincere condolences and sympathy to the victims of the Saturday 7<sup>th</sup> October 2023 terrorist attack on Israel and subsequent innocent victims of terror and war in the region."

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7.1 Light up of Lagan Valley Island (00:23:58)  
Attacks on Israel (Continued)

The Chair stated that – whilst this request had in fact been received outside of the normal timeframe for light-ups - in line with the authority delegated to himself, The Right Worshipful The Mayor and the Vice-Chair of the Committee, the request had been considered and acceded to under Exceptional Circumstances and the light-up would take place to express sincere condolences and sympathy to the victims of the attack which had taken place on Saturday 7<sup>th</sup> October 2023. The exceptional circumstances outlined were 'the catastrophic circumstances and the immediacy of the global response to the tragedy.'

A member of each of the political parties represented on the Council and present at the meeting spoke in regard to this matter.

The Right Worshipful The Mayor, Councillor A Gowan, advised that he had opened a Book of Condolence, both online and physical, earlier that day as an expression of condolence and sympathy to the victims of the Saturday 7<sup>th</sup> October 2023 terrorist attack on Israel.

Councillor S Lowry joined the meeting on a remote basis during discussion of this item (6.37 pm) and left the meeting at the conclusion of the item. (6.46 pm)  
Alderman P Porter joined the meeting on a remote basis during discussion of this item. (6.42 pm)

8. Confidential Report from Director of Finance & Corporate Services (00:40:59)

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

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

8.1 Report on Various Tender Awards  
(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information).

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

8.2 Exercise Referral Officer – Increase in Substantive Headcount  
(Confidential for reason of information relating to any individual.)

Redacted report to be available following ratification.



8.3 Hosting of Local Government Training Group  
including Increasing Costs

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

Redacted report to be available following ratification.

8.4 Noting of Bad Debt write-offs (July – September 2023)

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

Redacted report to be available after full Council meeting. (24<sup>th</sup> October 2023)

8.5 Management Accounts - Period 5 of 2023/2024

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

Redacted report to be available after full Council meeting (24<sup>th</sup> October 2023).

8.6 Reserves as at 31<sup>st</sup> March 2023

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

Redacted report to be available after full Council meeting (24<sup>th</sup> October 2023).

Councillor R Carlin left the Council Chamber prior to commencement of the confidential business. (6.45 pm)

In Committee (00:42:34)

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

8.1 Report on Various Tender Awards

Presented by the Director of Regeneration & Growth.

For Members' information, the Director outlined the circumstances under which tender awards were reported to Committee either for approval or for noting. The Director also commented specifically on the tenders before the Committee for consideration.

It was proposed by Councillor A Givan, seconded by Councillor N Eaton and agreed to recommend that the tenders awarded in regard to the undernoted contracts, together with the attendant tender reports, be noted:-

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### 8.1 Report on Various Tender Awards (Continued)

- Tender for the Collection, Transportation, Recycling and/or Recovery of Waste Wood from Household Recycling Centres;
- Tender for Aberdelghy Golf Course Four Bay Driving Range & Store.

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

Councillor N Trimble left the Chamber during discussion of this item.  
(6.47 pm)

The Head of Corporate Communications & Administration and the Director of Regeneration & Growth left the Council Chamber at the conclusion of this item. (6.49 pm and 6.50 pm respectively.)

### 8.2 Exercise Referral Officer – Increase in Substantive Headcount

Presented by the Director of Organisation Development & Innovation on behalf of the Head of Human Resources & Organisation Development who was not present at the meeting. The Director responded to a number of questions on this item.

It was proposed by Councillor U Mackin, seconded by Councillor N Eaton and agreed to recommend that the hours of the post of Exercise Referral Officer be increased in the substantive structure by 0.5 resulting in a total of 2.00 FTE (Full Time Equivalent).

Alderman M Guy; and Councillors N Eaton, A Givan and U Mackin all commended the health rehabilitation programmes that the Council has in place.

Alderman A Grehan left the Chamber during discussion of this item. (6.50 pm)  
Councillor K Dickson left and returned to the Chamber during discussion of this item. (6.48 pm and 6.51 pm)

Councillor R Carlin returned to the Chamber during discussion of this item.  
(6.54 pm)

Alderman M Gregg left the meeting on a remote basis at the conclusion of this item. (6.56 pm)

### 8.3 Hosting of Local Government Training Group Including Increasing Costs

Presented by the Director of Organisation Development & Innovation on behalf of the Head of Human Resources & Organisation Development who was not present at the meeting. The Director responded to a number of questions on this matter.

### 8.3 Hosting of Local Government Training Group Including Increasing Costs (Continued)

In addition to the narrative report, a paper from the Local Government Training Group entitled “Local Government Training Group: Next Steps” was provided.

It was proposed by Councillor A Ewing, seconded by Alderman M Guy and agreed to recommend that Lisburn & Castlereagh City Council continue to host the Local Government Training Group to the end of the 2028/2029 budget year and – at the same time – note the resultant increase in contributions which are offset against the income received for hosting.

Councillor C McCready left the meeting on a remote basis during discussion of this item. (6.58 pm)

The Head of Corporate Communications & Administration returned to the Chamber. (6.59 pm)

Alderman A Grehan and Councillor N Trimble returned to the Chamber during discussion of this item. (7.00 pm)

Alderman J Tinsley and Councillor N Parker left the meeting on a remote basis. (7.00 pm)

### 8.4 Noting of Bad Debt write-offs (July – September 2023)

Presented by the Head of Finance.

Members noted a summary of the debts written off during Quarter 2 of the current financial year (July – September 2023), the writing-off of such debts having been approved by the Director of Finance & Corporate Services in line with Council procedures.

The Director of Organisation Development & Innovation responded to questions in relation to one type of bad debt recorded in the schedule.

Alderman P Porter left the meeting on a remote basis during discussion of this item. (7.02 pm)

### 8.5 Management Accounts - Period 5 of 2023/2024

Presented by the Head of Finance.

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

The Director of Finance & Corporate Services advised that the terms of reference of the Corporate Services Committee required for Management Accounts to be presented to the Committee on a quarterly basis. In recent years, such accounts had been presented on a monthly basis. The Director invited Members to consider the provision of the Management Accounts on a bi-monthly basis.

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#### 8.5 Management Accounts - Period 5 of 2023/2024 (Continued)

It was proposed by Councillor N Trimble, seconded by Councillor R Carlin and agreed that Management Accounts be presented to the Corporate Services Committee on a bi-monthly basis.

#### 8.6 Reserves as at 31<sup>st</sup> March 2023

Presented by the Head of Finance.

In addition to the narrative report, tabular information of the Reserves Summary at the 31<sup>st</sup> March 2023 was also provided. This information also covered Department for Communities' reserves applicable to the Council. The Director of Finance & Corporate Services and the Head of Finance responded to a number of questions.

It was proposed by Councillor R Carlin, seconded by Councillor A Ewing 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.

It was further agreed that – with regard to legal costs:-

- the figures be presented so as to identify the amount attributable to Planning and that attributable to the other activities of the Council;
- the Head of Planning & Capital Development be asked to inform Councillor J Laverty of legal costs for each Judicial Review, both settled and ongoing.S

Alderman M Guy left and returned to the Chamber during discussion of this item. (7.09 pm and 7.13 pm)

### 9. Any Other Business – Confidential

#### 9.1 Catering Update - Lagan Valley Island Councillor U Mackin

Councillor U Mackin referred to the item entitled "Catering Update" which had been included within the Information & Correspondence Schedule for October 2023.

The Head of Corporate Communications & Administration responded to Councillor Mackin's questions about the procurement process for this provision.

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Resumption of Normal Business (00:42:42)

It was proposed by Councillor T Beckett, seconded by Alderman A Ewart and agreed to come “out of Committee”. Normal business and audio recording were resumed.

10. Any Other Business (00:42:42)

There were no further items raised.

The meeting concluded at 7.23 pm.

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MAYOR/CHAIR

PC 04.09.2023

**LISBURN & CASTLEREAGH CITY COUNCIL**

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**Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 4 September, 2023 at 10.11 am****PRESENT IN CHAMBER:**

Alderman M Gregg (Chairman)

Councillor U Mackin (Vice-Chairman)

Aldermen O Gawith and J Tinsley

Councillors D Bassett, S Burns, P Catney, A Martin and N Trimble

**IN ATTENDANCE:**

Director of Regeneration and Growth  
 Head of Planning & Capital Development  
 Principal Planning Officer (RH)  
 Senior Planning Officers (RT, MCO'N and MB)  
 Member Services Officers

Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor

**Commencement of Meeting**

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

1. **Apologies** (00:02:20)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillors D J Craig and G Thompson. It was also noted that the Vice-Chairman, Councillor U Mackin, would be arriving late.

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

2. **Declarations of Interest** (00:03:33)

The following declarations of interest were made:

- Alderman O Gawith in respect of planning application LA05/2022/0272/O, given that he had discussed some details of the application with the applicant and his agent and, therefore, could be viewed as having already formed an opinion and would not be participating in this item;
- Councillor P Catney in respect of planning application LA05/2022/0033/F, given that he had been contacted by the residents and, although he had spoken with them, he had never given an opinion on the application; and

## 2. Declarations of Interest (Contd)

- The Chairman, Alderman M Gregg, in respect of planning application LA05/2018/0862/F, given that he had previously called this application in and could, therefore, be considered to have pre-determined an opinion. He stated that, as he would be leaving the meeting during consideration of this item of business, and in the absence of the Vice-Chairman, in line with Standing Orders the Nominating Officer of the Alliance Party had advised that Alderman O Gawith would take the chair at this time.

At the end of the meeting, Alderman J Tinsley submitted declaration of interest forms in respect of planning applications LA05/2022/0613/F, LA05/2020/0420/O and LA05/2020/0421/O, given that he had been contacted by both those in support of and those opposed to the applications. He advised that he had made no comment and remained neutral.

## 3. Minutes of Meeting of Planning Committee held on 7 August, 2023 (00:06:43)

It proposed by Alderman J Tinsley, seconded by Councillor D Bassett and agreed that the minutes of the meeting of Committee held on 7 August, 2023 be confirmed and signed.

## 4. Report from the Head of Planning & Capital Development (00:07:02)

### 4.1 Schedule of Applications (00:07:05)

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

#### 4.1.1 Applications to be Determined (00:07:57)

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.

The Chairman, Alderman M Gregg, advised of a slight change to the running order, in that the second application on the schedule would be considered first.

At this juncture, Alderman J Tinsley referred to application LA05/2022/0033/F. He stated that, in light of the number of issues raised by objectors and the complexities of some of these issues, and not being particularly familiar with the location, he considered that he would benefit from visiting the site. He proposed that this application be deferred for a site visit to take place. This proposal was seconded by Alderman O Gawith and agreed, on a vote being taken – the voting being 6 in favour and 2 against.

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- (i) LA05/2023/0252/F – Proposed industrial unit, associated storage yard, landscaping and ancillary site works at lands approximately 130 metres northeast of 20 Glenavy Road, Moira (00:11:31)

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

There were no individuals registered to speak in respect of this application, although the agent was available to answer Members' questions. There were no questions put to the agent.

A number of Members' queries were responded to by Planning Officers. The Senior Planning Officer, supported by the Head of Planning & Capital Development, confirmed that, whilst not listed within the conditions section in the report, DfI Rivers had recommended that any decision issued include a condition that, prior to the construction of the drainage network, a final drainage assessment, compliant with FLD3, be submitted to demonstrate the safe management of any out of sewer flooding emanating from the surface water drainage network. It was also clarified that the access arrangements for the site were in place from an earlier application process. This was taken into account in the transport assessment form and traffic impact assessment was not required.

#### Debate

There were no comments made at this point.

#### Vote

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

- (ii) LA05/2023/0161/F – Nine industrial units (Class B1b, B1c, B3 and B4 employment uses) with associated access improvements, car and cycle parking, landscaping and ancillary site works and lands at Comber Road, Dundonald (north of Comber Road and south of the Comber Greenway) (00:42:20)

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

The Committee received Mr N Salt, who was accompanied by Mr S McKee, in order to speak in support of the application. There were no Members' questions.

There were no Members' questions put to Planning Officers.

#### Debate

During debate, both Alderman O Gawith and the Chairman, Alderman M Gregg, stated that they welcomed this application, which responded to the demonstrated market need in the area.



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- (ii) LA05/2023/0161/F – Nine industrial units (Class B1b, B1c, B3 and B4 employment uses) with associated access improvements, car and cycle parking, landscaping and ancillary site works and lands at Comber Road, Dundonald (north of Comber Road and south of the Comber Greenway) (Contd)

#### Vote

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

#### Adjournment of Meeting

The Chairman, Alderman M Gregg, declared the meeting adjourned for a comfort break at this point (11.11 am).

#### Resumption of Meeting

The meeting was resumed at 11.25 am.

- (iii) LA05/2018/0862/F – Proposed infill site for two dwellings with detached garages between 26 and 30 Magheraconluce Road, Hillsborough (01:00:18)

The Chairman, Alderman M Gregg, having declared an interest in this item of business, left the meeting during its consideration and the meeting was chaired by Alderman O Gawith.

The Vice-Chairman, Councillor U Mackin, arrived to the meeting during consideration of this item of business (11.47 am).

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

The Committee received:

- Mr G Duff to speak in opposition to the application; and
- Mr L Ross to speak in support of the application.

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

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

At this stage, Councillor N Trimble stated that he would benefit from receiving some legal advice in respect of this application.

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- (iii) LA05/2018/0862/F – Proposed infill site for two dwellings with detached garages between 26 and 30 Magheraconluce Road, Hillsborough (Contd)

“In Committee”

It was proposed by Councillor N Trimble, seconded by Alderman J Tinsley and agreed to go ‘into committee’ in order that legal advice could be sought on this application. Those members of the public in attendance left the meeting (12.12 pm).

Advice was provided by the Legal Advisor in respect of this application.

Resumption of Normal Business

It was proposed by Councillor N Trimble, seconded by Councillor D Bassett and agreed to come out of committee and normal business was resumed (12.45 pm).

Debate

During debate:

- Councillor N Trimble expressed sympathy with the applicant’s position; however, given the facts presented, he did not consider the application to be compliant with planning policy COU8 and was in support of the Planning Officer’s recommendation in respect of this application; and,
- Alderman J Tinsley sympathised with the applicant’s position and, given the planning history, stated that he would abstain from any vote.

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed, on a vote being taken, to adopt the recommendation to refuse the application, the voting being 6 in favour and 1 abstention. Not having been present for the entire item, Councillor U Mackin did not participate in the vote.

Alderman O Gawith vacated the chair and the Chairman, Alderman M Gregg, returned to the meeting.

Adjournment of Meeting

The Chairman, Alderman M Gregg, declared the meeting adjourned for lunch (12.49 pm).

Resumption of Meeting

The Chairman, Alderman M Gregg, declared the meeting resumed (1.23 pm).

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- (iv) LA05/2022/0613/F – Proposed change of house type for application LA05/2017/0814/F – dwelling and detached garage to include stables and garden store 40 metres southeast of 3 Aghalee Road, Lower Ballinderry, Lisburn (01:52:57)

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

The Committee received Mrs L Green in order to speak in opposition to the application. A number of Members' queries were addressed, during which it was noted that Mrs Green did not object to the granting of planning permission for the building, but opposed the raising of ground levels against the wooden fence and trees at her property and had concerns about the potential for flooding.

A number of Members' queries were responded to by Planning Officers, during which time the Head of Planning & Capital Development confirmed that, if Members were minded to support the recommendation of the Planning Officer, a condition could be applied to planning permission to prevent any development taking place within the working strip in order to ensure no impact on the ability of the drainage system within the site to function properly.

#### Debate

During debate:

- Alderman J Tinsley stated that he would be content to support the Planning Officer's recommendation, subject to the inclusion of the above condition, assuming that also meant no planting would take place;
- Councillor A Martin stated that he considered planting would be beneficial;
- Councillor U Mackin stated that inclusion of the above condition was important to prevent any future development on the working strip; and
- Councillor N Trimble suggested that the condition applied to planning permission also stipulate that ground level should not be raised above what had been indicated on the original drawings.

#### Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve the application, subject to the inclusion of a condition, as outlined above.

- (v) LA05/2022/0033/F – Erection of 17 dwellings with associated parking, landscaping, open space, site works and access arrangements from Quarterlands Road (amended proposal) at lands between 58 and 66 Quarterlands Road northeast of 54b-c & 56 Quarterlands Road north of 7-12 Rural Cottages and southeast of 4-7 Zenda Park, Drumbeg (00:09:20)

This application had been dealt with at the start of the meeting.

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- (vi) LA05/2020/0420/O and LA05/2020/0421/O – Site for dwellings, garages and associated site works due north of 68 Gregorlough Road, Dromore (02:41:37)

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

The Committee received:

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

A number of Members' queries were addressed by the speakers.

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

### Debate

During debate:

- Alderman O Gawith stated that, having attended the site visit and his questions having been adequately addressed, he was in support of the Planning Officer's recommendation;
- Alderman J Tinsley stated that he had found the site visit beneficial. Whilst he had some sympathy for the applicant, he considered that the Planning Officer had correctly applied the planning policies and was in support of the recommendation; and
- Councillor N Trimble stated that he had found the site visit beneficial. He had concerns in respect of the matter of visual linkage and was not in support of the Planning Officer's recommendation.

### Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed, on a vote being taken, to adopt the recommendation to approve application LA05/2020/0420/O, the voting being 8 in favour and 1 against.

Having considered the information provided within the report of the Planning Officer, the Committee agreed, on a vote being taken, to adopt the recommendation to approve application LA05/2020/0421/O, the voting being 8 in favour and 1 against.

- (vii) LA05/2022/0272/F – Proposed two detached dwellings with provision for future garages at gap between 42 Halfpenny Gate Road, Moira and Broomhedge Gospel Hall, 40a Halfpenny Gate Road, Moira (03:24:30)

Having declared an interest in this application, Alderman O Gawith left the meeting (2.56 pm).

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- (vii) LA05/2022/0272/F – Proposed two detached dwellings with provision for future garages at gap between 42 Halfpenny Gate Road, Moira and Broomhedge Gospel Hall, 40a Halfpenny Gate Road, Moira (Contd)

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

The Committee received Mr S Wilson to speak in support of the application. There were no Members' questions for Mr Wilson.

There were no queries for Planning Officers. However, the Head of Planning & Capital Development, at the discretion of the Chairman, responded to comments made by Mr Wilson and confirmed that the Protocol for the Operation of the Planning Committee had been properly engaged with and followed in deferring the application to allow for reflection and that it was right to hear the matter in full again.

### Debate

During debate:

- Councillor N Trimble referred to reasons he had provided at the previous meeting for not being in agreement with the Planning Officer's recommendation to refuse this application. He confirmed that he remained of this view, in that there was no longer a distinction between the two settlement areas given the presence of the gospel hall, and therefore considered the application to meet with COU8. He also considered that the application met with COU15 and 16 in that the proposed dwellings would not be a prominent feature on the landscape;
- Alderman J Tinsley and Councillors A Martin and U Mackin concurred with the comments made by Councillor Trimble;
- Councillor S Burns stated that she considered the site to be too small to accommodate two buildings, although she agreed in part that the distinction at the site was now marred;
- the Chairman, Alderman M Gregg, stated that there was a distinction between rural and urban context. The exception of the siting of the gospel hall should not make the field beside it an exception also. Alderman Gregg was in support of the Planning Officer's recommendation on this application.

### Vote

At the request of Councillor P Catney, a recorded vote was carried out. The voting in respect of the Planning Officer's recommendation to refuse this application was as follows:

In favour: Councillor D Bassett, Councillor S Burns, Councillor P Catney and the Chairman, Alderman M Gregg **(4)**

Against: Councillor U Mackin, Councillor A Martin, Alderman J Tinsley and Councillor N Trimble **(4)**

The Chairman, Alderman M Gregg, having then used his casting vote, declared that the Planning Officer's recommendation to refuse the application was 'carried'.

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### Adjournment of Meeting

The Chairman, Alderman M Gregg, declared the meeting adjourned for a comfort break at this point (3.41 pm).

### Resumption of Meeting

The meeting was resumed at 3.46 pm.

Alderman O Gawith returned to the meeting at this point.

- 4.2 Submission of Pre-Application Notice (PAN) for Proposed extension to Sprucefield Park comprising new retail warehouse units, a hotel, restaurant and café/restaurant pod, car parking, site accesses, landscaping and all associated site works (04:10:04)

Councillors N Trimble and D Bassett returned to the meeting at 3.48 pm.

Members having been provided with a copy of the above PAN, it was proposed by Alderman O Gawith, seconded by Alderman J Tinsley and agreed it be noted and submitted in accordance with the relevant section of the legislation and related guidance.

- 4.3 Appeal Decision – LA05/2020/0722/O (04:12:00)

It was proposed by Councillor N Trimble, seconded by Councillor P Catney and agreed to note the information set out the report in respect of the decision of the Planning Appeals Commission regarding the above planning application.

- 4.4 Notification by Telecommunication Operator(s) of Intention to Utilise Permitted Development Rights (04:15:20)

It was proposed by Alderman O Gawith, seconded by Councillor D Bassett and agreed to note from the report, information regarding notification by a telecommunication operator to utilise Permitted Development Rights at a location.

5. Any Other Business (04:16:52)

There was no other business.

### Conclusion of the Meeting

At the conclusion of the meeting, the Chairman, Alderman M Gregg, thanked those present for their attendance and reminded Members that the next meeting of the Committee was scheduled to take place on 2 October. The Director of Regeneration and Growth also referred to a special meeting of the Regeneration and Growth Committee, due to take place on 18 September. This special meeting had been convened to consider (a) the Direction issued by the Department for Infrastructure in respect of the Draft Plan Strategy; and (b) options around the Department's intention to refuse outline planning permission for the road at West Lisburn.

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There being no further business, the meeting was terminated at 3.54 pm.

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Chairman/Mayor

# Alliance

## Notice of Motion

### Reprioritisation of the A1

Between 2002 and 2019 there has been 661 collisions and 41 people killed on the A1 Dual Carriageway (Source: NISRA/DfI). Despite a Public Inquiry and previous Ministerial Approval, phase 2 of the A1 upgrade has been recently categorised as a Tier 3 project, with no commitment on completion, despite years of campaigning from the public and political representatives.

This Council recognises the urgent need for A1 infrastructure upgrades and the strong public support for improvements. In order to protect lives on one of our busiest roads, this Council recognises the Phase 2 upgrades as a top priority infrastructure project and requests urgent budget reallocation to support project delivery.

This Council commits to:

- Writing to the Chief Executive of Newry, Mourne and Down District Council and Armagh City, Banbridge and Craigavon Borough Council asking Council Members to support urgent reprioritisation of the A1 and budget reallocation to achieve Phase 2 upgrades.
- Writing to the Permanent Secretary of the Department for Infrastructure urging a reprioritisation of the A1, an inclusion in tier one Infrastructure projects and budget reallocation to achieve Phase 2.
- Writing to the Executive and Minister for Infrastructure, when the Assembly is restored, to prioritise the A1 and urgently redirect budget to the upgrades.
- Writing to the Secretary of State, urging prioritisation of the project and to engage with The Department for Infrastructure to ensure the improvements are a Tier 1 priority.

Proposer

Cllr Gretta Thompson

Seconder





# Alliance

## NOTICE OF MOTION:

### Clean Air

"Having learned lessons of the importance of ventilation and clean indoor air for health and productivity during the Covid pandemic; and seeking to take all reasonable steps to enable use of all Council facilities by all citizens, including the vulnerable and so further inclusion; and seeking to care for the health and wellbeing of Council employees, this Council will explore the necessary requirements to signing and implementing the COVID safety pledge; to report on steps already taken to prioritise clean indoor air in Lagan Valley Island and other Council owned and occupied premises, and on what further or additional steps could be taken to improve indoor air quality for employees and service users; and to develop and promote advice that can be followed to provide clean indoor air at events support by LCCC."

Signed: \_\_\_\_\_ Cllr Sharon Lowry \_\_\_\_\_



②



## Motion in Support of addressing the Cost-of-Living Crisis

Motion:

This Council

recognises the enormous impact on workers, families, and communities of the ongoing cost of living crisis across the Lisburn & Castlereagh City Council area; further recognises that as we move into autumn and winter that people will face a greater cost burden associated with increasing need for heating and electricity; is concerned that people are being further squeezed by the consequences of inflation and interest rate rises which have led to increased mortgages and insurance costs; is deeply concerned by the imposition by the British Secretary of State of a budget which has cut millions of pounds from departmental budgets undermining public services that workers, families and the most vulnerable rely upon; and the Council will urgently write to the Secretary of State for the North to call for a reverse to these cuts and to provide real supports for those facing higher living costs.

Proposed by: Cllr Paul Burke

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### NOTICE OF MOTION:

This Council considers the impact of cuts from DAERA to Animal Welfare in Northern Ireland from £1.25m to zero with great concern. These cuts have a high risk of negatively impacting the work done by local government in the protection of non-farmed animals in Lisburn and Castlereagh area and consequently could lead to more suffering and maltreatment of animals. The council will urgently write to DAERA Permanent Secretary to express opposition to this decision and to urge an alternative solution to be found.

Furthermore, given the significant pressure on Animal Welfare in Northern Ireland, we ask that through the Environmental Services Committee that Officers attending the Animal Welfare Strategic Board and those from the Multi Agency Animal Welfare Forum keep both members informed of the work of these groups and provide an opportunity to contribute to this work.



Signed: *Nancy Eaton*