



26 January, 2023

Chairperson: Alderman A G Ewart MBE

Vice Chairperson: Alderman A Grehan

Aldermen: J Baird, W J Dillon MBE and D Drysdale

Councillors: R T Beckett, F Cole, J Gallen, A Givan, H Legge, G McCleave, C McCready, U Mackin, S Mulholland and A Swan

Ex Officio: The Right Worshipful the Mayor, Councillor S Carson
Deputy Mayor, Councillor M Guy

Notice of Meeting

A meeting of the Development Committee will take place on **Thursday, 2nd February 2023** at **6:00 pm** in the Council Chamber and remote locations for the transaction of business on the undernoted Agenda.

For those Members attending this meeting remotely, the Zoom link and passcodes are contained within the Outlook invitation that has been issued.

A hot buffet will be available in Lighters Restaurant from 5.15 pm for those Members who have confirmed in advance.

DAVID BURNS
Chief Executive
Lisburn & Castlereagh City Council

Agenda

1.0 Apologies

2.0 Declarations of Interest

- (i) Conflict of Interest on any matter before the meeting (Members to confirm the specific item)
- (ii) Pecuniary and Non-Pecuniary Interest (Members to complete the Disclosure of Interest Form)

3.0 Report of Head of Economic Development

3.1 Employment Academies

- ▮ *1. Leisure Academy.pdf* *Page 1*

3.2 Northern Ireland All-Party Parliamentary Group - Taste of Northern Ireland Event

- ▮ *2. NIAPPG - A Taste of Northern Ireland Feb 2023 v2.pdf* *Page 4*

- ▮ *Appendix 2 NI Letter Councils Taste of NI event.pdf* *Page 7*

3.3 Investment Programme 2022-2023: Rescheduling Westminster Networking Event

- ▮ *3. Westminster Committee Item - Feb.22 v3.pdf* *Page 8*

3.4 Labour Market Partnership Funding Contract 2023-2024

- ▮ *4. LMP Funding Contract 2023-24 (For Noting).pdf* *Page 12*

- ▮ *Appendix 4 LMP Funding Allocation Matrix 23-24.pdf* *Page 16*

3.5 Reallocation of Labour Market Partnership funds set aside for Self-Employment Options for Prison Leavers into Employment Academies

- ▮ *5. Reallocation of LMP funds re Prison Leavers (002).pdf* *Page 18*

3.6 Covid Recovery Small Settlements Regeneration Programme – Update

- ▮ *6. Small Settlements update 2023 (For Noting).pdf* *Page 21*

- ▮ *Appendix 6 - Small Settlements project updated Jan 2023.pdf* *Page 24*

3.7 Review of Tourism Action Plan (2018 – 2022)

- ▮ *7. Review of Tourism Action Plan (For Noting) (AK).pdf* *Page 30*

4.0 Confidential Report of Director of Service Transformation

4.1 Castlereagh Urban Framework - Proposed Carryduff Environmental Improvement Scheme

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

1Confid - CUF PR item 25 01 23.pdf

Not included

4.2 2023 Down Rally

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

2Confid - 2023 Down Rally (redacted).pdf

Page 55

Appendix 2a - Down Rally 2022 Post Eval (redacted).pdf

Page 59

Appendix 2b Events Funding Equality Assessment (redacted).pdf

Page 70

4.3 Award of Delivery Agent to deliver the Into Employment Programme as per the Labour Market Partnership Action Plan 2022/23

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

3Confid Feb 23 REDACTED Tender Award Into Employment Programme.pdf

Page 96

Appendix 3Confid REDACTED Tender Report Into Employment.pdf

Page 100

4.4 Various Annual Tender Reports for Award of Planned Preventative Maintenance Inspections

Page 106

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

5.0 Any Other Business



Development Committee

2 February 2023

Report from:

Head of Economic Development

Item for Decision

TITLE: Employment Academies

Background and Key Issues:

Background

1. In addition to the funded HGV, Construction and Health & Social Care Employment Academies, reported to the Committee in December 2022, the agreed Labour Market Partnership's Action Plan contains a budget of £10,000 to be allocated to the delivery of one final Employment Academy across the Council area.
2. The Employment Academy to be delivered is a Leisure Academy (budget £10,000) which will target youth unemployment (those aged up to 26). The academy will provide participants with the relevant qualifications required to become a trained Lifeguard. Lisburn & Castlereagh City Council will be the employer for this Employment Academy in an effort to alleviate the current gaps in service delivery at Lagan Valley LeisurePlex due to a shortage of skilled Lifeguards.

Key Issues

1. Belfast City Council has recently completed a major procurement exercise to appoint delivery agents for a number of sectoral based skills programmes. Lisburn and Castlereagh City Council was named as part of that procurement exercise to allow the Council to utilise the framework and avail of the economies of scale that come with it.

2. In line with this procurement exercise, it is therefore proposed that the Council appoints Workforce Training Services as the delivery agent, as they were the successful tenderer from the tender exercise. Workforce Training Services will deliver the Lisburn and Castlereagh Construction Academy under the terms and conditions of Belfast City Council’s Employment Academies Framework T1983 – Lot 2 Customer Service Employment Academies).
3. The Council is now in a position to deliver the Leisure Academy across the Council area. The employment academy will have an overall maximum budget of £10,000 which will enable a minimum of 10 participants to complete the programme.
4. It should be noted that the £10,000 is to be financed from the Labour Market Partnership Action Plan allocation. On 4 November 2022, the Council received final confirmation from the Department for Communities of this amount, and are in receipt of the associated letter of offer. Officers are confident that there will be sufficient demand for the 10 places given ongoing feedback received from companies, and a number of individuals that have already registered interest.

Recommendation:

It is recommended that the Committee considers and agrees to proceed with the appointment of Workforce Training Services as the delivery agent for the Leisure Academy under Belfast City Council’s Employment Academies Framework T1983 – Lot 2 Customer Service Employment Academies up to a maximum budget of £10,000 as outlined above.

Finance and Resource Implications:

The total budget for the Leisure Academy is £10,000 funded by DfC.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

Yes

Option 2
Screen out with
mitigation

Option 3
Screen in for
a full EQIA

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

It has been concluded that a detailed equality impact assessment is not necessary as all the potential impacts identified are minor and positive.

Insert link to completed Equality and Good Relations report:

<https://www.lisburncastlereagh.gov.uk/council/publications/equality-section-75/equality-screening-reports>

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

Has a Rural Needs Impact Assessment (RNIA) template been completed?

Yes

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

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

The programme has been developed in order improve employability conditions for those who are economically inactive or unemployed regardless of their urban / rural location.

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



Development Committee

2 February 2023

Report from:

Head of Economic Development

Item for Decision

TITLE: Northern Ireland All-Party Parliamentary Group – Taste of Northern Ireland Event

Background and Key Issues:

Background

1. The All Party-Parliamentary Group on Northern Ireland was formed in Westminster in 2022 with the purpose to promote Northern Ireland to Parliamentarians and Government.
2. Correspondence from the Group has been received by the Mayor and Chief Executive (**see Appendix**) outlining that a programme of events is planned for 2022. The first event is a 'Taste of Northern Ireland' planned to take place on Monday 20 February at the Houses of Parliament, London.

Key Issues

1. The correspondence states that the Group would welcome each Council's positive input, and that it hopes to have food producers from across Northern Ireland present, showcasing the very best products that the region has to offer.
2. The Council has responded to the letter, welcoming the initiative and highlighting the links with the Tourism Strategy (2018-2022) and the importance placed on supporting the growing of the speciality food sector across Lisburn and Castlereagh, ultimately developing the area as a culinary destination.

- 3. As requested a selection of example producers in the Council area have been supplied to the Northern Ireland All-Party Parliamentary Group as well as craft breweries, cider makers and local distilleries.
- 4. This Westminster showcase initiative has the potential to complement the work of a number of the Council’s tourism programmes, and could provide an additional promotional platform for our local producers and hospitality sector. Ongoing promotional activities as part of the Council’s Integrated Marketing Campaign, for example, include the promotion of good news stories around the local food and drink offering. Recently the opening of Arthur’s Boutique Guest Accommodation, Royal Hillsborough, created an opportunity to promote the additional bed stock in the village and the number of new businesses opening in the village. Participants from the Royal Hillsborough and Historic Moira marketing project have been invited to showcase their wares at two planned events; a Media evening and an Influencer and Bloggers evening.
- 5. It is suggested that representation from the Council at the proposed Taste of Northern Ireland event on Monday 20 February at the Houses of Parliament would be strategically worthwhile in terms of ensuring a complementary approach is maintained with the Council’s tourism programmes going forward.

Recommendation:

It is recommended that the Chair and Vice Chair of the Development Committee or their nominees, and an appropriate Officer, attend the Taste of Northern Ireland event in London as outlined above.

Finance and Resource Implications:

The budget provision is within the current 2022-23 economic development budget estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1

Screen out without mitigation

Yes

Option 2

Screen out with mitigation

No

Option 3

Screen in for a full EQIA

No

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

N/A

Insert link to completed Equality and Good Relations report:

N/A

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

N/A

Has a Rural Needs Impact Assessment (RNIA) template been completed?

N/A

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

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

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 2 – Correspondence from All Party-Parliamentary Group on Northern Ireland

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



3 January 2022

Northern Ireland All-Party Parliamentary Group and 'Taste of Northern Ireland' event

Dear Mayor and Chief Executive,

We are writing to you on behalf of the All Party-Parliamentary Group on Northern Ireland. This cross-party Westminster-based organisation was formed a few months ago with the purpose to promote Northern Ireland to Parliamentarians and Government.

We have an exciting programme of events upcoming in 2023 and we would like to have your support in helping to make them a success.

Our first event is a 'Taste of Northern Ireland', that will be taking place on Monday 20 February at the Houses of Parliament in London.

We would welcome your positive input and we hope to have food producers from across Northern Ireland present, showcasing the very best products that the region has to offer.

As Local Councils, we are sure you are aware of some of the best food producers in your areas, **therefore we are asking you for suggestions** on who you think would best showcase Northern Ireland in Westminster. We are open to suggestions on any type of food or drink producer.

There is a limit on space, therefore we might not be able to accommodate all requests.

You would also be welcome to visit Westminster on the day. We will also aim to keep you up to date on future events that will be run by the APPG in 2023.

If you would like a further meeting about the work of the APPG and how your Council could be involved please do let us know.

Best wishes,

Ian Paisley MP, Chairman

Mark Logan MP, Vice Chairman

Stephen Farry MP, Officer



Development Committee

2 February 2023

Report from:

Head of Economic Development

Item for Decision

TITLE: Investment Programme 2022-2023:
Rescheduling Westminster Networking Event

Background and Key Issues:

Background

1. Pre-Covid the Council delivered an annual programme of investment promotion activity as part of its overall strategy to profile the city area as a place in which to do business and to invest. A number of key activities have taken place as part of this annual Investment Programme, including an investment focused networking reception in Westminster, facilitated by the Rt Hon Sir Jeffery Donaldson MP that also coincided with a London Trade Programme.
2. Due to the pandemic all planned inward investment activity in 2020-2021 was postponed, and the Westminster Networking Event was rescheduled to 2022-2023.
3. In June 2022, the Council agreed a £35,000 Westminster Networking Event budget as part of the Council's wider 2022-2023 Investment programme.
4. The 2022 annual high profile networking and investment event was planned to take place on Wednesday 21st September, to coincide with a Tourism and Hospitality Trade Mission. The purpose of the initiative is to showcase local businesses and promote trade and tourism opportunities; whilst also affording local Lisburn Castlereagh companies the opportunity to develop partnerships and deepen commercial opportunities and links between NI and London, UK based business.

Key Issues

1. Following the announcement of the passing of Her Majesty Queen Elizabeth II, the Westminster Showcase Event planned for 21st September 2022 and the Council's Tourism and Hospitality Trade Mission were postponed.
2. Correspondence was sent to the 120 invitees regretfully rescinding the invitation on behalf of Sir Jeffrey Donaldson MP, and confirming the Council would be back in touch with future plans being issued.
3. The London Tourism and Hospitality Trade Mission was rescheduled and completed in October 2022. Whilst six of the initial nine businesses remained keen to make the trip, two of these had to cancel last minute. A total of 23 prospecting meetings were undertaken, with one company engaging in two potential new contracts and another negotiating for a potential product placement in Harrods.
4. A rescheduled Westminster Networking Event has been planned for Thursday 30th March 2023 to be held in the Terrace Pavilion, House of Commons.
5. The Westminster Business Networking event will provide an opportunity for local and GB based businesses to network and develop partnerships. There will be a major focus on tourism and hospitality that plans to:
 - Showcase the Royal Hillsborough product to new markets;
 - Create engagement opportunities for local companies with aspirations to expand/export;
 - Support local tourism and hospitality businesses on an international stage.
6. It is also proposed that to compliment the Royal Hillsborough theme, and create a bit of atmosphere and pageantry in line with the tourism theme, to invite a representative/s of Royal Hillsborough Old Guard.

Recommendation:

It is recommended that the Committee considers and agrees that:

1. The Chair and Vice Chair of the Development Committee or their nominees, along with a cross party delegation of Elected Members, and appropriate officer representation attend the rescheduled Westminster networking event;
2. Representative/s of Royal Hillsborough Old Guard are included in the invite list as part of the Council's delegation.

Finance and Resource Implications:

The cost of this will be met from the already allocated budgets within Economic Development for the Council’s investment programme.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Equality Screening documents are currently being updated for 2022/23 and will be available prior to the Westminster networking event.

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="Yes"/>	Option 2 Screen out with mitigation	<input type="text" value="No"/>	Option 3 Screen in for a full EQIA	<input type="text" value="No"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

N/A

Insert link to completed Equality and Good Relations report:

N/A

2. Rural Needs Impact Assessment:

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

The Rural Needs Assessment will be drafted prior to the event.

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

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

N/A

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



Development Committee

2 February 2023

Report from:

Head of Economic Development

Item for Noting

TITLE: Labour Market Partnership Funding Contract 2023-2024

Background and Key Issues:

Background

1. The Council has been working with the Lisburn and Castlereagh Labour Market Partnership in the design and development of an Action Plan in order to secure a letter of offer from the Department for Communities (DfC). The Action Plan was approved by the Regional Labour Market Partnership for Northern Ireland on 28th March 2022.
2. On 4 November 2022, a letter of offer was issued by DfC which comprised of an actual offer for £359,491.57. The funding offer consists of £91,506.73 for administration funds (running costs) from 1 April 2022- 31 March 2023 and £267,984.84 for programme costs from 1 April 2022- 31 March 2023.
3. The budget of £359,491.57 will support delivery of Year 1 of the Labour Market Partnership.

Key Issues

1. DfC have now confirmed that in order to secure funding for the financial year 2023/2024, draft Action Plans are due to be submitted to the Department by 24th February 2023.
2. Local LMPs should build on the work undertaken from the 2021-22 and 2022-23 period and develop an Action Plan for 2023-24 in anticipation of full implementation from 2024-25 onwards. Local LMPs are required to undertake a Strategic Assessment to ensure the

Action Plan reflects local employability and labour market needs, priorities, or emerging issues.

3. It should be noted that DfC's funding offer has been made subject to the approval of the business case for the programme (NI wide). DfC have bid for a total of £7,000,000 for local LMP delivery across Northern Ireland. As per the draft Funding Allocation Matrix (**see Appendix 1**), Lisburn & Castlereagh Labour Market Partnership have a provisional budget of £361,738.53. This budget provides for the delivery and implementation of all three programme strategic priorities as follows:
 - Strategic Priority 1: To form and successfully deliver the functions of the local Labour Market Partnership for the area
 - Strategic Priority 2: Improve employability outcomes and/or labour market conditions locally
 - Strategic Priority 3: To promote and support delivery of existing employability or skills provision available either regionally or locally
4. Officers are currently utilising some of the DfC funding allocation to procure technical support to assist with the development of the aforementioned annual Action Plan to ensure submission to DfC within the allocated timeframes. The annual grant award may fluctuate each year as it is subject to population and deprivation indices.
5. DfC's requirements and format for the Action Plan remains unchanged, however, work is required to update current forecasts and ensure employability programmes are relevant to the needs and trends within the Lisburn Castlereagh local labour market.

Recommendation:

It is recommended that the Committee considers and notes;

1. The above update and indicative funding allocation
2. That the Labour Market Partnership will develop and submit an action plan for the 2023-24 period according to the above strategic themes.

Finance and Resource Implications:

The draft Funding Allocation Matrix submitted by DfC (Appendix 1) indicates that Lisburn & Castlereagh Labour Market Partnership have a provisional budget of £361,738.53. The Labour Market Partnership is 100% funded by DfC.

Screening and Impact Assessment

1. Equality and Good Relations

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

Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	Yes	Option 2 Screen out with mitigation	Yes/No	Option 3 Screen in for a full EQIA	Yes/No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

It has been concluded that a detailed equality impact assessment is not necessary as all the potential impacts identified are minor and positive.

Insert link to completed Equality and Good Relations report:

<https://www.lisburncastlereagh.gov.uk/council/publications/equality-section-75/equality-screening-reports>

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	Yes	Has a Rural Needs Impact Assessment (RNIA) template been completed?	Yes
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If no, please given explanation/rationale for why it was not considered necessary:

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

The LMP has been developed in order improve employability conditions for those who are economically inactive or unemployed regardless of their urban / rural location.

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES: **Appendix 4 - LMP Funding Allocation Matrix 2023/24**

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

LMP Funding Matrix

Total Funding	7,000,000.00	DfC available funding for local LMP delivery
Total Population	1,187,173	based on 2021 Mid Year Estimate of 16-64 year olds (source NISRA)
Deprivation	N/A	Based on 2017 Multiple Deprivation Measure (source NINIS)

Area	Basic Funding (30%)	Population (45%)			Deprivation (25%)			Total
		Area Population	%	Population Based Funding	No of SOAs in top 223*	%	Deprivation Based Funding	
Northern Ireland	£ 2,100,000.00	1187173	100	£ 3,150,000.00	223	100	£ 1,750,000.00	£ 7,000,000.00
Antrim and Newtownabbey	£ 190,909.09	91,320	7.69	£ 242,305.04	9	4.04	£ 70,627.80	£ 503,841.93
Ards and North Down	£ 190,909.09	97,692	8.23	£ 259,212.26	8	3.59	£ 62,780.27	£ 512,901.62
Armagh, Banbridge & Craigavon	£ 190,909.09	135,546	11.42	£ 359,652.64	17	7.62	£ 133,408.07	£ 683,969.80
Belfast	£ 190,909.09	227,883	19.20	£ 604,656.15	76	34.08	£ 596,412.56	£ 1,391,977.79
Causeway Coast and Glens	£ 190,909.09	86,512	7.29	£ 229,547.67	21	9.42	£ 164,798.21	£ 585,254.97
Derry & Strabane	£ 190,909.09	94,602	7.97	£ 251,013.37	36	16.14	£ 282,511.21	£ 724,433.68
Fermanagh and Omagh	£ 190,909.09	70,503	5.94	£ 187,070.00	14	6.28	£ 109,865.47	£ 487,844.56
Lisburn and Castlereagh	£ 190,909.09	92,691	7.81	£ 245,942.80	3	1.35	£ 23,542.60	£ 460,394.49
Mid and East Antrim	£ 190,909.09	85,655	7.22	£ 227,273.74	12	5.38	£ 94,170.40	£ 512,353.24
Mid Ulster	£ 190,909.09	93,219	7.85	£ 247,343.77	4	1.79	£ 31,390.13	£ 469,643.00
Newry, Mourne & Down	£ 190,909.09	111,550	9.40	£ 295,982.56	23	10.31	£ 180,493.27	£ 667,384.92
Total	£ 2,100,000.00	1187173	100	£ 3,150,000.00	223	100	£ 1,750,000.00	£ 7,000,000.00

[2021 Mid Year Population Estimates for Northern Ireland | Northern Ireland Statistics and Research Agency \(nisra.gov.uk\)](https://www.nisra.gov.uk/)

LMP Funding Matrix

Total Funding	5,500,000.00	DfC available funding for local LMP delivery
Total Population	1,187,173	based on 2021 Mid Year Estimate of 16-64 year olds (source NISRA)
Deprivation	N/A	Based on 2017 Multiple Deprivation Measure (source NINIS)

Area	Basic Funding (30%)	Population (45%)			Deprivation (25%)			Total
		Area Population	%	Population Based Funding	No of SOAs in top 223*	%	Deprivation Based Funding	
Northern Ireland	£ 1,650,000.00	1187173	100	£ 2,475,000.00	223	100	£ 1,375,000.00	£ 5,500,000.00
Antrim and Newtownabbey	£ 150,000.00	91,320	7.69	£ 190,382.53	9	4.04	£ 55,493.27	£ 395,875.80
Ards and North Down	£ 150,000.00	97,692	8.23	£ 203,666.78	8	3.59	£ 49,327.35	£ 402,994.13
Armagh, Banbridge & Craigavon	£ 150,000.00	135,546	11.42	£ 282,584.21	17	7.62	£ 104,820.63	£ 537,404.84
Belfast	£ 150,000.00	227,883	19.20	£ 475,086.97	76	34.08	£ 468,609.87	£ 1,093,696.84
Causeway Coast and Glens	£ 150,000.00	86,512	7.29	£ 180,358.89	21	9.42	£ 129,484.30	£ 459,843.19
Derry & Strabane	£ 150,000.00	94,602	7.97	£ 197,224.79	36	16.14	£ 221,973.09	£ 569,197.89
Fermanagh and Omagh	£ 150,000.00	70,503	5.94	£ 146,983.57	14	6.28	£ 86,322.87	£ 383,306.44
Lisburn and Castlereagh	£ 150,000.00	92,691	7.81	£ 193,240.77	3	1.35	£ 18,497.76	£ 361,738.53
Mid and East Antrim	£ 150,000.00	85,655	7.22	£ 178,572.23	12	5.38	£ 73,991.03	£ 402,563.26
Mid Ulster	£ 150,000.00	93,219	7.85	£ 194,341.54	4	1.79	£ 24,663.68	£ 369,005.21
Newry, Mourne & Down	£ 150,000.00	111,550	9.40	£ 232,557.72	23	10.31	£ 141,816.14	£ 524,373.87
Total	£ 1,650,000.00	1187173	100	£ 2,475,000.00	223	100	£ 1,375,000.00	£ 5,500,000.00

[2021 Mid Year Population Estimates for Northern Ireland | Northern Ireland Statistics and Research Agency \(nisra.gov.uk\)](https://www.nisra.gov.uk/)



Development Committee

2 February 2023

Report from:

Head of Economic Development

Item for Noting

TITLE: Reallocation of Labour Market Partnership funds set aside for Self-Employment Options for Prison Leavers into Employment Academies

Background and Key Issues:

Background

1. Members should note that at the Committee meeting in November 2022, it was agreed to combine funds from the District Electoral Area (DEA) Plan (£25,000) and the Labour Market Action Plan 2022/23 (£20,000) to deliver an HGV Transport Academy across Lisburn & Castlereagh City Council.

Key Issues

1. The Labour Market Partnership Action Plan included a budget of £32,000, funded by the Department for Economy (DfE) to deliver a Self-Employment Option for Prison Leavers. As previously agreed, Lisburn & Castlereagh City Council were not in a position to proceed at risk until in receipt of a concrete operational budget regarding programme delivery.
2. A funding contract for £359,491.57 (£91,506.73 for administration and running costs associated with the LMP from 1 April 2022- 31 March 2023 combined with £267,984.84 for programme costs for the same period) was received on 4 November 2022.
3. The Programmes Team recently undertook a procurement exercise to appoint a delivery agent to manage and deliver the Self-Employment Options for Prison Leavers. The tender for the delivery of this programme closed on 12 January 2023.

4. The procurement exercise was unsuccessful with nil responses. The Programmes Team have sought feedback which indicated that the timeframes were too stringent and the participant numbers were too ambitious to deliver within a limited budget. Another contributing factor was that the sector delivering in this space had other capacity pressures, consequently officers will re-run the opportunity.
5. Officers are engaging with the Department of Justice (DoJ) to develop a realistic employability programme within a more manageable timeframe for inclusion in the 2023/24 Action Plan. This will include discussions with PBNI. Further updates will be provided to the Committee in due course.
6. In order for expenditure to be eligible under the Labour Market Partnership Action Plan 2022/23, programmes must be live, with all participants recruited by the 31 March 2023. The Lisburn Castlereagh LMP are not in a position to re-tender for this programme within the set timescales. On that basis, it has been agreed to abandon this programme and reallocate the funds to another programme within the Action Plan.
7. Due to ongoing demand with regards to the employment academies, including the HGV Transport Academy, officers have reallocated the DfC funding accordingly so that critical funding is not lost to the initiative. A total of £32,000 has been transferred into Strategic Priority 2: Key objective that includes Employment Academies.

Recommendation:

It is recommended that the Committee notes the abandonment of the Self-Employment Options for Prison Leavers Programme, and the reallocation of funding within the Labour Market Partnership Action Plan to ensure that funding is not lost.

Finance and Resource Implications:

The total budget for SP2: Economic Shock (Employment Academies) is £92,000 (£25,000 DEA and £53,000 from DfC and £32,000 from DfE).

Screening and Impact Assessment

1. Equality and Good Relations

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

Yes

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1

Yes

Option 2

Yes/No

Option 3

Yes/No

Screen out without mitigation

Screen out with mitigation

Screen in for a full EQIA

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

It has been concluded that a detailed equality impact assessment is not necessary as all the potential impacts identified are minor and positive.

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

Has a Rural Needs Impact Assessment (RNIA) template been completed?

Yes

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

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

The programme has been developed in order improve employability conditions for those who are economically inactive or unemployed regardless of their urban / rural location.

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



Development Committee

2 February 2023

Report from:

Head of Economic Development

Item for Noting

TITLE: Covid Recovery Small Settlements Regeneration Programme – update

Background and Key Issues:

Background

1. Funding has been secured through the Department for Communities, Department for Infrastructure and the Department for Agriculture, Environment and Rural Affairs to deliver a Covid Recovery Small Settlements Regeneration programme.
2. A Letter of Offer has been signed and returned to the Department for Communities, and Council match funding of £232,333 has been ring-fenced from the 2022/2023 corporate budget estimates.
3. The initial draft Recovery Plan submitted to DfC was agreed by Members at February's Development Committee with the final Recovery Plan agreed at the Development Committee in June.
4. In November 2022 a Letter of Variance was signed and returned to the Department for Communities to accept an additional capital allocation of funding of £302,000 to recognise the sharp rise in construction costs since the launch of the programme.

Key Issues

1. A cross directorate Small Settlements Project Board has been established, with representation from the Department for Communities and Department for

Infrastructure, to manage the delivery of the programme and ensure projects are delivered in budget and within the timeframe as outlined in the letter of offer.

2. Attached (**see Appendix**) is an update on the progress of projects to date and associated projected spend.
3. Officers will continue to work closely with the appointed Employers Agent to monitor project costs and understand where the additional funding can be allocated to offset increased construction costs. This will be identified on a project by project basis and further updates will be brought through Development Committee as the projects progress.

Recommendation:

It is recommended that the Committee notes the update provided and that further updates are presented as the project progresses.

Finance and Resource Implications:

Match-funding provision of £232,333 has been made within the existing 2022/2023 budget estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

Yes

Option 2
Screen out with
mitigation

Option 3
Screen in for
a full EQIA

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

An overarching screening document has been completed for the programme but each project will be screened individually

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

Has a Rural Needs Impact Assessment (RNIA) template been completed?

Yes

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

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

The projects will be undertaken in a rural environment, an overarching RNIA has been undertaken but each individual project will require a rural needs impact assessment.

SUBJECT TO PLANNING APPROVAL:

Yes

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

APPENDICES:

Appendix 6 - Small Settlements Project Update

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Small Settlements Project Update

Small Settlements Scheme		
Project	Current Status – January 2023	Projected budget & spend to date
Traffic Calming Measures in Glenavy and Aghalee.	<ul style="list-style-type: none"> - Aghalee roads order has yet to be advertised by DfI, they have confirmed the following; <i>Gobrana Road – The submission has been sent out to Transport Legislation Branch to consider the objection. We await the ruling on this matter. Aghalee – Advertisement still being prepared, aiming to have it in the paper early February 2023.</i> 	<p>£520,000</p> <p><i>Allocated to this project however final costs will not be known until the ITT process is completed.</i></p> <p><i>Spend to date – approx. £12,000</i></p>
Environmental Improvement Scheme (Annahilt)	<p>Following a site meeting with DfI in October 2022, officers met with the community group to update them on progress of the scheme and in particular the provision of a pedestrian crossing on Ballynahinch Road.</p> <p>The Consultants, Hanna and Hutchinson, have reviewed a number of possible locations and one location which they believe meets DfI requirements has been identified. DfI have indicated that, in principle, this is achievable and that it will be reviewed formally as part of the planning process.</p>	<p>£477,000</p> <p><i>Allocated to this project however final costs will not be known until the ITT is completed.</i></p>

	<p>As part of the environmental improvement scheme planned for the village it is proposed to provide a parking bay which will allow additional parking along the Ballynahinch Road at West Wind Terrace. A meeting was held on 9th December 2022 with the Housing Executive who own this piece of land and they are content in principle for the Council to undertake this work under licence. Dfl will be required to adopt the parking bay however we understand they may have some issues which is to be tested through the planning process.</p> <p>Planning was submitted on Friday 11th January 2023, a public information event will follow in February 2023.</p>	<p><i>Spend to date – approx. £13,000</i></p>
<p>Access to Lagan Towpath from Navigation House</p>	<p>Following a meeting with representatives from Lagan Navigation Trust and HED designs have been further developed to understand how the access path could be achieved.</p> <p>It has been indicated that six trees will be affected by the proposed development. A tree survey has been undertaken which has identified the condition of the trees. Two Ash trees that are likely suffering from ash dieback, three Sycamores (one category 'B' and two category 'C') and one Pine.</p> <p>A meeting was held on site with the Councils' Biodiversity Officer and Parks Manager who have provided input regarding the removal of the trees and agreement regarding the replacement of two for every 1 tree (council policy) and suggested investigation of the nearby badger set.</p>	<p>£152,000</p> <p><i>Allocated to this project however final costs will not be known until the ITT is completed.</i></p> <p><i>Spend to date – approx. £8,000</i></p>

	<p>A Preliminary Ecological Appraisal (PEA) will be undertaken in January to inform whether this project can proceed pending the outcome of the ecological findings onsite. A Bat survey has also been commissioned.</p> <p>It is anticipated that planning will be submitted early 2023.</p>	
Rural Investment Fund	<p>The Expression of Interest for the Rural Investment Fund closed on Monday, 31st October 2022.</p> <p>15 applications have been received to date.</p> <p>Council require all businesses to submit their planning applications and provide a planning reference number prior to receiving a letter of offer to ensure the completion deadline of March 2023 is achievable.</p>	<p>Applications have been received to the value of £300,000.</p> <p><i>Budget allocation £416,000 – a second call will be released once all applications have been received and reviewed.</i></p>
Heritage Shopfront Scheme	<p>35 businesses have successfully progressed through to stage 3 of the Heritage Shopfront Scheme in Moira and Royal Hillsborough.</p> <p>Council require all businesses to submit their planning applications and provide a planning reference number prior to receiving a letter of offer to ensure the completion deadline of March 2023 is met.</p>	<p>Applications have been received to the value of £274,200 (includes Gateway signage Moira Village)</p> <p><i>Budget allocation £285,000 – a second call will be released if required.</i></p>

Moira Gateway Signage	<p>The Moira gateway signs have been installed. Advertising consent applications have been submitted to the planning department through our internal Assets team. It is hoped that aspects of the old gateway signs will be incorporated into the Moira Parklet, if possible.</p> <p>This aspect of the heritage project is now complete.</p>	Costs included above
Rural Shopfront Scheme	<p>An Expression of Interest call was launched on 6th January 2023. The initiative will be a two stage process (expressions of Interest & Application form) and the majority of applications are likely to require statutory consents.</p>	<p>Budget £114,333</p> <p><i>This is an estimated budget and will be updated once the EoI process has been completed.</i></p>
Improvements to dedicated open space and walking trails (Moneyreagh)	<p>The proposal to provide groundworks including mechanical and electrical connections to support the delivery of a Coffee Kiosk at Moneyreagh Community Centre is being progressed through Communities. To date, a draft licence agreement is with the organisation for review. An M&E consultant has been procured and are now progressing to install the cabling for access to services.</p> <p>The proposal to undertake landscaping improvements to the village green in Moneyreagh is being progressed by Parks and Amenities and will commence early to mid-January with a completion date of end of February 2023. This will include;</p>	<p>£60,000</p> <p><i>Allocated to this project however final costs will not be known until the ITT is completed.</i></p>

	clearing and planting and enhancing the existing 'reading corner'.	
Parklets	<p>The Parklet in Annahilt is complete.</p> <p>The Parklet in Moira is being progressed by Council officers and will commence early to mid-January with a completion date of end of February 2023.</p>	<p>£70,000</p> <p><i>£34,000 spent to date, the budget is likely to be reduced given the review in the parklet programme.</i></p>
Improved planting at Gateways	This project is complete	Final spend is £45,000.
Implementation of an Active Travel Network Strategy	An Active Travel Network Strategy was developed as part of the Covid Recovery Revitalisation Scheme. Initiatives to be brought forward as still being considered.	<p>Budget £80,000</p> <p><i>No spend to date</i></p>
Community Markets Pilot	<p>3 Expressions of Interest were received by the deadline and 1 was received after the deadline. Evaluations took place on Wednesday, 7th December 2022. 3 applicants have been invited through to the next stage.</p> <p>The community aspect organised by Tourism 'Fun in the Park' and 'Moira Speciality Food Fair' took place across Friday 14th and Saturday 15th October 2022. These events were very well attended with over 1500 on the Friday and over 8500 on the Saturday. Surveys were undertaken and the results of these will</p>	<p>Budget £50,000</p> <p><i>£20,000 has been spent to date to deliver the Moira Community initiative</i></p>

	be provided in due course. This aspect of the community market pilot is complete.	
Destination Tourism Packages	The Royal Hillsborough Historic Moira (RHHM) programme continues to be rolled out across the two villages. Rumourmill have been appointed to deliver this programme. They are currently updating the business database to ensure all new businesses are aware of the programme and get involved. .	Budget £85,000 <i>£36,000 spent to date</i>



Development Committee

2 February 2023

Report from:

Head of Economic Development

Item for Noting

TITLE: Review of Tourism Action Plan (2018 – 2022)

Background and Key Issues:

1. A new 5 year LCCC Tourism Strategy (2023 – 2028) was agreed by the January Development Committee to be progressed and developed.
2. Members were informed of a number of high level successes of the outgoing strategy including:
 - The development of the Destination Royal Hillsborough programme (including the confirmation of the “Royal” designation), the ongoing physical development programme at Hillsborough Forest and the complementary investment by HRP at Hillsborough Castle.
 - Supporting the growing speciality food and drink sector, and delivering an established programme of artisan markets.
 - Delivering annual major and minor third party events programmes across the Council area.
 - Working in partnership to develop and market product offerings such as the ongoing relationship with Visit Belfast and Tourism NI, working with key tourism products such as new events at Eikon Centre, and developing the Rural Tourism Collaborative Experience programme that has leveraged commercial buy-in to new Royal Hillsborough and historic Moira packaging concepts.
 - Growing tourism accommodation locally across the self-catering, bed and breakfast and guesthouse sectors, including a new city centre hotel, with a new hotel planned to open in Hillsborough.

Key Issues

1. There continues to be interest in growing the accommodation sector with recent Planning applications indicative of investors' intent for both glamping and hotel interest.
2. Attached (**see Appendix**) is a review of the outgoing Tourism Action Plan that formed part of the 2018-2022 Tourism Strategy.
3. On the basis of many of the successes it is proposed that Royal Hillsborough, Tourism and Hospitality are included as key themes in the rescheduled Westminster Networking Event and Business Showcase planned for March 2023 at the Houses of Parliament in London.

Recommendation:

It is recommended that Committee notes the review document of the outgoing Tourism Action Plan 2018 – 2022.

Finance and Resource Implications:

N/A

Screening and Impact Assessment

1. Equality and Good Relations

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

No

If no, please provide explanation/rationale

To be progressed.

If yes, what was the outcome?:

Option 1

Screen out without mitigation

Yes/No

Option 2

Screen out with mitigation

Yes/No

Option 3

Screen in for a full EQIA

Yes/No

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

Has a Rural Needs Impact Assessment (RNIA) template been completed?

No

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

A full Equality Screening document and Rural Needs Impact Assessment is being drafted for approval in order to progress a new Tourism Strategy for the Council area.

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

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 7 - Review of Tourism Action Plan 2018-2022

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

Yes/No

If Yes, please insert date:

9.1 THREE YEAR TOURISM ACTION PLAN – PROJECT & EVENT DEVELOPMENT

Table: 1 Project and Event Development

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
1.1	Hillsborough					
1.1.1	Implement the tourism action plan for Hillsborough, in particular the first phase of the master plan for Hillsborough Forest Park, the environmental improvement scheme, together with the annual events programme, community initiatives, farmers' market, the Shambles arts project and the marketing strategy.	2017-2020	LCCC, FSNI, HLF, DfC HRP, NIEA	Deliver phase 1 for Forest Park and entire EI scheme capital investment; commence events programme and community initiatives; ensure marketing strategy in place	Forest Park £4.5m EI scheme £1m	<p>Phase 1 Infrastructure works (with DAERA funding £999k) of Hillsborough Forest development completed.</p> <p>Lease & License signed with Forest Service for 20 years from April 2019. Further expansion of the same under negotiation.</p> <p>Phase 2 Digital Sculpture Trail (with DAERA funding of £500k) due for completion in Q1 2023.</p> <p>Hillsborough Farmers Markets x 4 with total of 8600 visitors, plus Christmas Market completed in 2019 attracted 9000 visitors.</p> <p>COVID restricted markets in 2020/21. Royal Hillsborough Market in August 2021, Sept 2021 and October 2021 attracted 9600 visitors and funding from NIRFP of £7500. The Christmas market in Dec 2021 held over two days attracted 6000 visitors.</p> <p>December 2022 we had 6000 visitors over the day. NIRFP funded Royal Christmas Market in 2021 a total of</p>

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
						<p>£6675 and 2022 the funding total was £8325.</p> <p>Review of Hillsborough Tourism Master Plan (in kind support from Tourism NI who funded the consultants) completed in Q1 2022 with key recommendations including: Develop a dedicated Royal Hillsborough website, invest in a new Visitor Information Centre, commission a Destination Marketing Strategy, Create a Visitor Survey App, support private sector Hillsborough investment. Revised targets for Royal Hillsborough by financial year end 2025 generating £2.5m spend, in excess of 200,000 new visitors per annum, with 20% of those visitors from outside of NI & ROI.</p>
1.2	Accommodation Development					
1.2.1	City Centre Hotel Castle Street – see 1.3.4 below	2017-2018	LCCC, hotel developer/ operator, and perhaps Invest NI	Lead to enhancing tourism bed-nights and contribute to evening economy	£2m	Castle Street Hotel brought to market two times without success. Alternative City Centre Hotel was supported by Council and is reportedly trading well.
1.2.2	Lobby Invest NI & Dept for the Economy re 10-mile support zone	2017	LCCC	Lisburn city centre + becomes eligible for INI support	NA	Ongoing. Representation was made at Permanent Secretary Level. Current evidence files have been presented on two occasions with why this policy is detrimental to our Council area and this

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
						sector. TNI Board are supportive of the change in policy
1.2.3	Hillsborough Golf Resort – work with developer to encourage a high standard project	2018-21	Developer	Major golf resort including key hotel development	NA	Recent planning applications have been reinvigorated with a new Planning Agent
1.2.4	Other Accommodation Development – ensure availability of land for hotel at locations across the area including ice-bowl, MLK and further afield.	2019+	Developer, LCCC	Chain hotels at low-medium cost to gain overnights for area.	NA	New hotel in City Centre – Haslem Hotel. Over 50 new private sector accommodation start-ups including Arthurs in Hillsborough, Ralphs in Moira, Mill Farm in Hillsborough Larchfield Estate Accommodation in Annahilt.
1.2.5	B&B Provision – continue working with TNI to encourage further growth of B&Bs across the area - workshops	2018/20	LCCC, TNI	Additional 10 B&Bs across LCCC area	NA	Accommodation Workshops in 2017 & 2018 to encourage more private sector investment assisted in new accommodation start-ups. In the last 5 years of the strategy some 56 additional accommodation providers have registered and certified with Tourism NI (*Appendix 1) growing from 77 accommodation providers in January 2018 to 133 accommodation providers as of September 2022.
1.3	Lisburn Historic Quarter					
1.3.1	Support the Linen Biennale led by R-Space Gallery	2018 and every two	Private sector, LCCC, Arts Council NI,	Inspirational biennial festival for the past, present and future of linen and creativity	<£50k contribution for 2018	Funding and marketing support in partnership with Leisure & Community Well Being towards 2018 Linen Biennale.

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
		years thereafter	CraftsNI, NITB, InvestNI			<p>New Sculpture Trail being developed in City Centre based on author Sam McBratney's 'Guess How much I love you' books.</p> <p>R Space received expert mentoring support in 2020 to develop a new website to reflect what the gallery has to offer, as well as add an ecommerce functionality to allow them to sell art and fundraise online.</p>
1.3.2	Support R-Space Gallery at the Linen Rooms HLF grant application to restore their premises on Castle Street	2018	LCCC and HLF	Release significant potential of the R-Space Gallery	No direct financial contribution, but staff time with support and guidance	Assistance not required – appointed a Marketing Officer to draft up applications for funding.
1.3.3	Investigate the potential for an enhanced arts and culture offering in Lisburn Historic Quarter and seek partnerships for delivery.	2018-2020	LCCC with private and non-profit sector, Arts Council NI, Crafts NI, Invest NI	Re-generation of day and evening economy, focused around Market Square	TBC	<p>3 New Businesses attracted to Castle Street</p> <p>17 businesses benefiting from a Heritage Shop Front Grant Scheme delivered across the historic quarter</p> <p>Castle Gardens repurposed for Seasonal Celebrations</p> <p>Installation of permanent globe colour changing light canopy lighting along Castle Street and beside the museum.</p>

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
1.3.4	Secure the development of a hotel on Castle Street on a site adjacent to Castle Gardens.	2017-2018	LCCC, hotel developer/ operator.	Lead to enhancing tourism bed-nights and contribute to evening economy	£2m	Castle Street Hotel brought to market two times without success. Alternative City Centre Hotel was supported by Council and is reportedly trading well.
1.3.5	Following the Council's Museums Review consider options relating to the more effective delivery of the Linen Centre and Lisburn Museum including an enhanced cultural offering and the possible relocation of Lisburn VIC and radical solutions as appropriate.	2018-2020	LCCC internal, with grants possibly from Arts Council, Craft Ni and HLF	Lead to enhancing the scale, performance and quality of the Linen Centre and Museum	£25K for options planning	With Leisure and Community Well Being. However, relocation of Lisburn Visitor Information Centre in March 2022 to ground floor of Irish Linen Centre and Lisburn Museum proving successful.
1.4	Lagan Navigation					
1.4.1	Support the Lagan Navigation Trust to complete Phase 1 of their programme of work for the Discover Waterways Lisburn Project outlined in section 6.3 in this strategy	2018-2021	Lagan Navigation Trust, TNI with support from LCCC	Completion of the next stage opening of Lagan Navigation and extension of the Lagan Valley Regional Park	No direct financial contribution, but staff time offering support and guidance	Navigation House has been redeveloped as heritage asset. Access gateway from Navigation House to tow path currently under consideration. New Carpark has been constructed on Blaris Road to accommodate Navigation House and the Lagan Tow path Cycle way Signage Improved access at Union Bridge
1.5	Lisburn West & Maze Long Kesh					
1.5.1	Prepare the master plan and design briefs for the West Lisburn Strategic Framework city expansion	2018-2019	LCCC, MLK, (SIB?), DfC and Invest NI	Laying groundwork for long term investment and for attracting investment	£75K	This has been prepared and presented in an Independent Examination and awaits DFI feedback in New Year. Through development Management a new mixed Use Development planning application has been approved

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
1.5.2	Plan and design development of the Knockmore Link.	2018-2020	LCCC	Opening up opportunities for medium/long term investment in MLK and Lisburn West	TBC	Planning Application has been approved and await DFI approval
1.5.3	Continue to work with MLK, particularly on the Balmoral site so and with UAS to achieve greater access to their collection.	2018-2021	MLK, RUAS, UAS and others as appropriate	Continued development of MLK site with a strong focus on tourism orientated development and events	Contribution to Master planning Ca £25k	Ongoing. Tourism continue to promote and support events at Eikon Centre, ie Balmoral Show and other seasonal adhoc events. Tourism is also working with UAS supporting their expanding exhibition space and programme of events. A MOU has been agreed between the Council and MLK. First Minister and Deputy First Minister have agreed to work with council officer for future Development
1.6	National Museum Concept					
1.6.1	Initial agreement will be required on the formation of partnerships, MOUs and so on; and explore future relationships with other interested parties such as Ulster Aviation Society, Translink, Transport NI and the Lagan Navigation Trust	2019 +		Investigating the possibility of creating a new national Museum at MLK	N/A	On hold pending MLK approvals Ongoing support for Ulster Aviation with new artefacts Approval granted for new Translink train Halt Approved and is on DFI Capital Programme for to commence in 2023
1.6.2	Prepare an options appraisal and feasibility study including a costed master plan and business plan, including logistics of relocating collections and objects to MLK.	2020 +		Investigating the possibility of creating a new national Museum at MLK	Say £75K	On hold
1.7	Dundonald					

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
1.7.1	Implement the renewal plans for Dundonald Ice-Bowl	2017-2020	LCCC	A refreshed Ice Bowl fit for the 21 st Century	£50m	Awaiting on Council Investment Decision Design complete and Capital grant awarded for £12.5M
1.8	Small Towns and Villages					
1.8.1	Implement a light-touch environmental improvement and painting scheme in all villages listed in this strategy	2019-2020	LCCC	Low key environmental improvement to the named villages	£20k per village support	<p>New small settlements programme active currently building on previous scheme</p> <p>Tourism responsible and completed new visitor blade signs in Lisburn City Centre, Moira, Glenavy, and Dromara. New visitor blade signs being finalised for Hillsborough in the New Year.</p> <p>Heritage scheme being promoted in Royal Hillsborough and Moira including improvement street scape</p> <p>Public Realm Scheme for Royal Hillsborough Submitted to Planning</p>
1.8.2	Moira & Hillsborough should continue to be developed as a significant food experience destination within the City in the context of Northern Ireland	On-going	LCCC	Continue to position Moira as a food destination	£5k incentive	<p>LCCC Food and Drink Feasibility Report completed. Procured and appointed deliver agent for LCCC Food and Drink initiative.</p> <p>Secured funding (£50k DAERA RTCE project) that created new branding, audit and partnerships created, suggested itineraries and PR for member businesses.</p>

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
						<p>New food and drink establishments have been developed across the two settlements, (including 6 in last 2 months).</p> <p>Second phase funding (DfC Small Settlements £85k funding) being rolled out at present with extensive marketing and promotions campaign planned in Q1 2023.</p> <p>Food Festival in Moira has been established as an annual event</p> <p>Food tourism forms part of the council's destination strategy, offering a holistic experience to visitors, 46 local food businesses took part in trade missions and support programmes.</p>
1.8.3	Moira should be subject to a full public realm improvement scheme that also sets out to reduce the impact of the traffic on the environment of the village.	2019-2021	LCCC, DfC, Transport NI	Transform the appearance and quality of experience on Moira's High Street	£50k Plan	On hold due to major technical difficulties
1.8.4	A townscape review should be conducted to establish whether Moira would be eligible for an HLF Townscape Heritage project or equivalent.	2018 - on	LCCC, HLF	Transform the appearance and quality of Moira's Heritage experience for visitors	£1m +	<p>To be addressed as part of the Local Area Plan</p> <p>35 businesses have successfully progressed through to stage 3 of the Heritage Shopfront Scheme in Moira and Royal Hillsborough.</p>

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
						Gateway signage to the village has been upgraded.
1.9	Water Sports Carryduff					
1.9.1	Encourage developer of Carryduff Water Sports project – assist in breaking any log jams- subject to planning consents	2018+	Developer, LCCC	To provide a high-quality experience at disused reservoir in excellent location.	NA	Site currently active and trading well New Planning applications are continually being assessed
1.10	Belfast Region City Deal					
1.10.1	Work with council partners to secure tourism projects of significance from the proposed City Deal.	2018-2020	All partner councils	Tourism projects that will add to GVA of region	Not Yet Known	Contributed to City Deal process, including Economic Appraisal for same. Case review with the Department for the Economy with Ministerial Sign off completed. Letter of Offer expected soon. Hillsborough Public Realm PAN submitted Secured Funding from HRP Agreed Southern Rapid Transport Model Serving Accommodation, attractions and Forestside Retail and Museum Offering

9.2 THREE YEAR TOURISM ACTION PLAN – MARKETING, DIGITAL MARKETING & COMMUNICATIONS

Table: 2 Marketing, Digital Marketing and Communications

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
2.1	Hillsborough Marketing Investment					
2.1.1	Ensure that the work on Hillsborough Brand Development, Website & Social media Development is linked carefully to the Lisburn Castlereagh approach as well as the effectiveness of new Hillsborough Brand	2018	LCCC and Consultants	Spreading Hillsborough assets linked clearly and logically with overall area	Ca £50k	Marketing proposition on hold due to resource constraints and council priorities.
2.2	Digital Marketing					
2.2.1	Review of current web & social media provision following Hillsborough project completion	2019	LCCC	Best practise website and social media approaches as being developed for Hillsborough	£10k	As above
2.3	Brand					
2.3.1	Continuous internal review of brand identity – operating within the suite of key brands within the area – Hillsborough, Balmoral Show, Ulster Grand Prix, Shopping complexes	2018-19	LCCC – industry partners	Ongoing understanding of significance of not developing a major LCCC area brand	NA	Ongoing, however thought process is ‘too many brands.’
2.3.2	Other LCCC advertising – ensure that seasonal advertising for shopping, events etc has a tourism spin off where possible	2018+	LCCC	Achieving tourism value where possible across all campaigns.	NA	ASG appointed to deliver the Integrated Marketing Campaign from October 2018 – June 2022. Regular review/ monitoring, with annual review reported to Development Committee. Rumour Mill Creative Communications appointed to deliver from November 2022 for three years subject to review/ evaluation reported annually to Development Committee.

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
2.4	Conventional Marketing					
2.4.1	Brochures & print material – reduced in print runs in recent years correctly – but essential element for VIC’s, trade fairs etc. To reflect new Hillsborough identity	2018	LCCC	Up to date suite of materials which are critically reviewed each year	£20k	Ongoing however priority now lies with digital platforms such as website enhancements, and social media promotions.
2.4.2	Co-operative marketing – working with partners incl. VB and TNI where appropriate – or with HRP & private sector	2018/9	LCCC, partners	Strong linkages created that benefit the whole area	£20k	Ongoing
2.4.3	Advertising - priority for joint campaigns with HRP – plus support material in What’s On type publications and potentially airports	2018/9	LCCC, partners	High profile for area through HRP investment	£40k	Successful 2018-1019, pandemic in 2020/2021, and no resource to deliver in 2022.
2.4.4	Travel trade support – back up to higher profile from HRP etc – support material – trade fairs and ‘fam trips’	2018/19	LCCC, partners	To build on high level of trade interest from HRP	£8k	Limited budget, however partnership approach at travel trade fairs in the past i.e. HolidayWorld Dublin and shopping centres promotions proved successful.
2.4.5	Domestic – in association with Hillsborough initiatives expand coverage to wider area through events, consumer shows, pilot merchandising, club promotions	2018/19	LCCC, partners	To build on Hillsborough coverage locally	£8k	VIC outreach were showcasing at numerous events throughout the Council and further afield, such as shopping centre promos, Bloom, and HolidayWorld Dublin before COVID-19. No resource post pandemic.

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
2.4.6	Business & incentive tourism – utilise Hillsborough as basis of incentive travel working with VB or TNI in international market.	2018	LCCC, VB, TNI	New business tourism demand stimulated	VB contract – TNI partnership	<p>Limited resource.</p> <p>Westminster Networking Event Rescheduled to March 2023 (due to death of HM Queen Elizabeth)</p> <p>This Westminster showcase will promote our tourism investment plans, highlighting all that is good in investing, visiting or doing business with Lisburn and Castlereagh based companies. We will promote Royal Hillsborough as a key tourist attraction within Lisburn and Castlereagh City Council. Generating new business for Royal Hillsborough’s growing visitor economy, and leveraging commercial investment opportunities across Lisburn and Castlereagh, are key themes for this initiative. The new ‘Royal’ status bestowed upon Hillsborough village in October 2021, means we are keen to attract even more visitors than ever to the area, and to Northern Ireland as a whole. Expected guests 150.</p> <p>Outputs</p> <ul style="list-style-type: none"> • Showcase Royal Hillsborough product to new markets and meet new tour operators • Create commercial opportunities for local companies to expand/ export,

Ref:	Description	Time	Delivery	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
						<ul style="list-style-type: none"> Support local tourism and hospitality businesses on an international stage, Create networking opportunities for key business to be conducted. Council to have attended best practice visits to other sites in London area
2.5	Partners - Visit Belfast- Lough Neagh					
2.5.1	Reassess relationship with VB to maximise value to LCCC – this may involve an increased fee to ensure appropriate services and placement of product, materials etc. In partnership with industry notably from Castlereagh area & HRP	2018	LCCC, VB, partners	Achieving maximum return from investment	NA	Committee recommendation for status quo @£30k plus £6k for Gold sponsorship package ongoing.
2.5.2	Work with Lough Neagh Partnership to achieve marketing initiatives focused on Moira and the food and drink offering.	2018-20	LCCC, LNP	New focus on food tours	£5k	Food trails developed and promoted in August 2019. Core funding continues to come from Leisure and Community Services.
2.6	Public Relations					
2.6.1	Annual PR plan – which maximises the impact from new developments coming on stream – e.g. Hillsborough Castle, Canal Locks, MLK	2018+	LCCC, TNI, TI	High profile media coverage of new developments both at home and abroad	£15k	Ongoing Previous PR campaign focussed primarily on Food and Drink initiative, with renewed focus to be on new tourism and hospitality start-ups in Royal Hillsborough.

9.3 THREE YEAR TOURISM ACTION PLAN – DESTINATION MANAGEMENT & TRAINING

Table: 3 Destination Management and Training

Ref:	Description	Time	Target Group(s)	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
3.1	Approach & Delivery					
3.1.1	Destination Management – there is no clear case for introducing an industry body for the LCCC area as was the case in Hillsborough. The scale and diversity of the area would make this unviable. Instead it is recommended that a once a year industry workshop is established to inform, get feedback and inspire with news of new developments etc	2018 +	Industry	To assist in a joined-up industry with a greater focus on the LCCC area rather than Belfast.	£2k	6 monthly industry forums pre-COVID including @ The Stillhouse, Moira, La Mon Hotel and Down Royal Racecourse with guest speaker. A consortium of proprietors across Royal Hillsborough and Historic Moira (RTCE programme) is ongoing.
3.2	Visitor Servicing					
3.2.1	Current VIC's are rated highly by the industry and it is essential that their work continues – notably in Hillsborough where there is uncertainty with HRP over the Court House location. If negotiations cannot be concluded satisfactorily a new nearby location must be found.	2018+	Local, national & international visitors	Ability to inspire visitors to explore more and to point to overnight stays in B&B's where accommodation supply is limited.	To be negotiated	2019 Lisburn VIC – 43,852 visitors* 2019 Hillsborough VIC – 45,231 visitors *Outreach visitors still to be added. Both VICs shut the doors in March 2020, with Hillsborough VIC not to be reopened, and Lisburn VIC relocation in March 2022. 2022 Lisburn VIC – 37,351 (since Mar 22) 2022 Hillsborough Exhibition Trailer @ Hillsborough Forest – 6,880 visitors (from April 22 – Oct 22)

Ref:	Description	Time	Target Group(s)	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
						Future Visitor Servicing at Royal Hillsborough requires a review.
3.2.2	Additional provision – it is not possible to justify any additional VIC's. However electronic provision at locations such as Dundonald and Forestside should be considered. Provision at the West bound Apple Green M1 service area also needs serious investigation.	2018	Local, national & international visitors	Further tourist information provision in an effective format.	TBA	24 hour touch screens installed @ DIIB, Forestside Shopping Centre, LVLP, LVIC. No budget resource to continue this contract post COVID. Apple Green not interested as they had their own paid for advertising touch screens with information from Tourism NI.
3.3	Business Community					
3.3.1	Integrating the business community across the LCCC area is a goal to be pursued. The challenge relates to the Castlereagh private sector being almost entirely Belfast focused. The annual workshop referenced at 3.1.1 above is a means to achieve this integration. It is essential to get major suppliers involved.	2018 +	Industry	To assist in a joined-up industry with a greater focus on the LCCC area rather than Belfast.	£2k	Tourism Forums across different parts of the Council have assisted, as has impact of Food and Drink initiative.
3.3.2	Lisburn Historic Quarter Focus – the objective here is to inspire those currently in city centre in business to buy into the tourism vision. A combined city centre management and tourism workshop on a regular basis is recommended.	2018+	Lisburn city centre industry	To inspire the tourism businesses and support services in city centre	£2k	Regeneration Team led
	Hinch Distillery	2020	Temple	New Product Offering providing new Visitor	XXX	Continued Support on improving Signage

Ref:	Description	Time	Target Group(s)	Key Outputs	Indicative Budget for LCCC £	Update (Dec 2022)
				experience and quality Food Offering		
3.4	Training & Learning					
3.4.1	<p>Substantial training & learning recommendations were made in relation to Hillsborough and many of these are appropriate for the whole area:</p> <ul style="list-style-type: none"> ➤ Digital Training programme for business ➤ Digital Training for Community Groups ➤ Welcome Host training ➤ Business Start Up 	2018/20	Local businesses and community , prospective entrepreneurs	Better equipped businesses and communities couple with new entrepreneurs in tourism	£30k plus external support	<p>Budget constraints overall.</p> <p>Have completed World Host training in Hillsborough village, and Tour Guide training in Royal Hillsborough village in 2018/2019. Tourism do refer industry to ED programmes such as Age Concern, Business Mentoring, and Entrepreneurship programmes.</p> <p>Go for it – Case study planned for Alderwood Studios</p>
3.5	Performance Measurement					
3.5.1	Build hotel relationships to seek agreement to occupancy rates provision or to get contribution to NISRA occupancy survey. Carry out telephone survey of all accommodation on a monthly basis.	2018 +	Industry members	Occupancy figures for LCCC area	£2k	Ongoing
3.5.2	Review the methodology of industry performance research for LCCC.	2018	Supplier	Confidence levels of data	£2k	Budget constraints – no market research commissioned specifically for LCCC. Recommendation from review of Hillsborough Tourism Masterplan to commission visitor survey app – budget dependent.

9.4 TOURISM ACTION PLAN – LONGER RANGE

Table: 1 Project and Event Development

Ref:	Description	Time	Target Group(s)	Key Outputs	Update (Dec 2022)
4.1	Belfast Region City Deal				
4.1.1	Progress the initiative over a five year+ period and deliver new tourism related projects in LCCC area	2020 +	International visitors	Projects that contribute to GVA across region and Northern Ireland	Work Continues to take forward a programme of projects in partnership with HRP,AFBI, Private Sector Investors and DFI
4.2	Hillsborough				
3.2.1	Maintain the pace of investment following HRP's projects and underpin Hillsborough as a must visit destination	2020+	International visitors and all island	A major tourism hub which will encourage private sector investment notably in accommodation	Agreed Investment of £26M under BRCD Two major expansion of Businesses in the area.
4.3	Accommodation				
3.3.1	If necessary continue lobbying Invest NI; promote opportunities at Hillsborough, Lisburn Historic Quarter, MLK and Dundonald	2020 +	Overnight visitors for retention in area	Growth of accommodation sector to retain economic impact from major attractions and events	Significant growth in all types of accommodation, however continued growth will be required to have desired economic impact.
4.4	Lisburn Historic Quarter				
4.4.1	Keep the pressure on delivering a co-ordinated plan and delivery strategy to achieve a desirable Quarter with appeal including night-time	2020+	Local, regional, and international visitors	An appealing and attractive area with year-round potential	New night Economy offering continues with three Alleyway upgrades and three new food and drink offerings having been achieved
4.4.2	Review the concept of a council led arts centre in the Historic Quarter and potential for further museum improvement and change	2020+	Local, regional, and international visitors	Addition to year-round appeal	
4.5	Performance Measurement				

Ref:	Description	Time	Target Group(s)	Key Outputs	Update (Dec 2022)
4.5.1	Work with partners to achieve agreement on site usages and future developments – many of which can enhance tourism	2020+	Local, regional, and international visitors	Additional attractions and access	
4.6	Potential National Museum				
4.6.1	Continue developing relationship with NMNI to assist in achieving a way forward to deliver a major museum at MLK	2020+	International visitors	Another International standard attraction at MLK	
4.7	Dundonald				
4.7.1	As completion of renewed ice bowl approaches consider the provision of additional infrastructure including accommodation as well as caravan/ camp site.	2020+	All island visitors	To enhance Dundonald as a tourism destination	Led by Leisure and Community Services
4.8	Marketing				
4.8.1	Review the success of marketing in light of Hillsborough investment coming fully on stream at Castle & Gardens including partnerships.	2020+	Market segments, add-ons to Castle visitors etc	Marketing approach revised	COVID-19 had significant impact after the Hillsborough Castle & Gardens were doing so well. Recover, rebuild and rethink in order to achieve pre-COVID numbers.
4.8.2	Review marketing of shopping destinations and related segments in view of Brexit	2019+	Cross border visitors	Refocused target markets and approach	Campaigns post pandemic were targeted on ROI and NI markets encouraging short breaks closer to home.
4.8.3	Review brand effectiveness & need in light of TNI branding for Northern Ireland	2020+	ROI & international	Changes made if necessary	Council tourism website now part of Tourism NI suite of Council branded sites.

Ref:	Description	Time	Target Group(s)	Key Outputs	Update (Dec 2022)
4.8.4	Review partnerships with VB & Lough Neagh to assess effectiveness and need for change	2020+	Partners	Changes made if necessary	Ongoing, with focus/ priorities shifting in light of the pandemic.
4.9	Destination Management & Training				
4.9.1	Review the Hillsborough situation relating to the major growth in numbers to the Castle and the ability of VIC to service them, following settlement or otherwise with HRP re Court House	2020+	LCCC, HRP, industry	Establishment of firm evidence re need after major growth in Castle numbers	Castle numbers severely hit with pandemic and closure of the attraction. Hillsborough Forest developments benefitted from significant increase in visitor numbers throughout the pandemic. Hillsborough VIC closed permanently in March 2020, with a tourism exhibition trailer with VIC staff at the forest car park in summer 2021 and 2022.
4.9.2	Consider the need for further industry digital training as skills enhancement need gathers pace.	2020+	LCCC & industry partners	Ensuring that necessary skills are updated regularly	<p>Budget constrained, however tourism does forward training opportunities to the tourism industry by way of regular e-zine for all ED led initiatives.</p> <p>The Digi Growth programme has supported 340 companies in LCCC enhance their digital skills and capabilities. The Digi-Growth Programme supported businesses at any stage of their digital transformation journey.</p> <p>This programme enabled businesses to improve their digital skills and online capabilities. It assisted businesses with the integration of digital technologies such as social media strategies and e-commerce within their business to improve online engagement and increase sales.</p>
4.10	Strategy Review				
4.10.1	Mid Term Review the progress of the tourism strategy in 2020 to assess need	2020	LCCC, TNI	Changes in strategy if necessary	LCCC tourism priority document drafted in line with pandemic restrictions and therefore business not as usual.

Ref:	Description	Time	Target Group(s)	Key Outputs	Update (Dec 2022)
	for any directional changes in the light of Hillsborough completion, Brexit and publication of NI Strategy				
4.10.2	Review – end of strategy review	2022	LCCC, TNI	Evaluation of outputs and effectiveness, to provide data for successor strategy.	The 5 year strategy was significantly hampered by the pandemic, however did achieve many successes as evident above. New strategy and action plan required for strategic direction given existing constraints. Tourism priorities will be borne out of workshops, discussions and available resources.

Appendix 1 – LCCC Accommodation stock as certified by Tourism NI

Accommodation Stock (Lisburn & Castlereagh LGD):

	Hotels	Guesthouses	B&Bs	Guest Accommodation	Self-Catering	Bunkhouse	Hostels	Total
2017 (end Dec)	4	2	20	12	39	0	0	77
2018 (end Dec)	4	3	19	16	50	0	1	93
2019 (end Dec)	4	3	19	22	61	0	1	110
2020 (end Dec)	5	3	15	24	74	0	1	122
2021 (end Dec)	5	3	12	26	78	0	1	125
2022 (end Sept)	5	2	14	28	83	0	1	133

Appendix 2 – 2021 LCCC Tourism Priorities (internal document only)





Development Committee

Confidential

2 February 2023

Confidential Report from:

Director of Service Transformation

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

Reason for confidentiality:

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

When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

Following
ratification at
Council

Never

Item for Decision

TITLE: 2023 Down Rally

Background and Key Issues:

Background

1. The Down Rally organisers were successful with an application for funding through the Council's Tourism Major Events funding programme in 2022. Following consideration and agreement by the Development Committee, [REDACTED]. An evaluation of the 2022 Down Rally event is attached (**see Appendix**).

Key Issues

1. The organisers for the 2023 Down Rally would once again like to use Lagan Valley Island, which proved to be a successful location for the 2022 event. The date proposed for the 2023 Down Rally is Saturday 22nd July, with an expected 3,200 spectators and participants. It is expected that over 1,460 bed-nights will be generated, with associated tourism spend and positive publicity to the area.
2. The event is proposed to be staged by two motor clubs, [REDACTED] with a strong group of volunteer event officials who have a wealth of experience in staging similar sized events for many years. The Clerk of the Course, for example, held the same role in previous Circuit of Ireland events staged at Lagan Valley Island.
3. Members are requested to consider once again offering the Lagan Valley Island site as in-kind support and a benefit in lieu of funding being offered.
4. The Council's Facilities Management Section has confirmed the suitability of the dates for the event, and would require regular user groups to be informed well in advance of the day's proceedings. At present no wedding ceremonies are booked for the proposed date. Careful liaison between the organisers of the Down Rally and LVI Facilities Management will be required leading up to the event to ensure any disruptions are kept to a minimum.
5. A road closure order would once again be applied for Queens Road, Lisburn by the organisers.
6. Officers have asked that the organisers work with the Council's City Centre Management and tourism teams to seek to leverage economic opportunities from the event for the benefit of the city centre and the wider tourism product.

Recommendation:

It is recommended that Members consider and agree:

1. To the request to use Lagan Valley Island for the venue of the 2023 Down Rally on Saturday 22nd July, on the basis of the resulting positive economic impact for the area.
2. That the Lagan Valley Island site is offered to the organisers as a benefit in lieu of any funding being offered.

Finance and Resource Implications:

Lagan Valley Island site offered in lieu of possible grant support.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="Yes"/>	Option 2 Screen out with mitigation	<input type="text" value="No"/>	Option 3 Screen in for a full EQIA	<input type="text" value="No"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

LCCC does not anticipate that the Events Funding Policy will impact adversely on any Section 75 group, but instead, through an open and transparent application process for funding requests, will promote equality of opportunity and good relations at this time. An annual review of this policy will be conducted.

Insert link to completed Equality and Good Relations report:

See Appendix

2. Rural Needs Impact Assessment:

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

Rural Needs Impact Assessment in progress to cover all 2023 third party supported events.

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

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES:

Appendix 1a - 2022 Down Rally Evaluation
Appendix 1b – Equality Screening Impact Assessment

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:



POST - EVENT EVALUATION

Title of Project/Event: Carryduff Forklift Down Rally

Address or Location of Event: Lisburn City Centre & Various Locations in County Down

Date of Event 23 July 2022 Repeat Event (Tick as Appropriate)

Name of Organisation/Group/Club/Person:

Rathfriland Motor Club & Ballynahinch & District Motor Club

Please provide a copy of the final accounts: Yes _____

No: _____ (Tick as appropriate)

* Formal Accounts have not been prepared, we have attached copies of the Event Income & Outgoing Costs

Brief Event Description

Both a round of both the Protyre UK Asphalt Championship and the McGrady Insurance Northern Ireland series, the Down Rally was supported again by Lisburn & Castlereagh City Council, who are well known for their involvement in top level motor sport. With thrilling special stages on stunning country roads and the service area and rally headquarters within the Council's Lagan Valley Island Centre itself. The rally also delivered a good number of bednights from both participants and visitors, a positive economic impact and significant media exposure for itself and Lisburn & Castlereagh.

Keen to maintain the new relationship, event promoters Rathfriland and Ballynahinch & District Motor Clubs carried out research with those attending the event to give a clear estimation of the impact the event now has. The full report and analysis is appended to this evaluation and the key headlines are as follows:

- 70% of those attending were male, with 30% female.

- 60% of those surveyed were spectators, 25% participants and 15% volunteers.

- The total estimated attendance and visitor days was 3,500.

- 70% of attendees were from NI, 10% RoI and 20% from GB. The research did not identify LCCC attendees, however based on research from other motor sport events based in Lisburn & Castlereagh this was likely to be in the 20% range, leaving 50% from the rest of NI.

- The economic impact of the event is estimated at over £300,000, with a net average daily spend per attendee of £90 per head.

- 65% of attendees heard about the event through digital media platforms, with 35% via press and radio, motor clubs and word of mouth.

- 40% of attendees stayed overnight, 80% of these stayed in hotels, 10% in guest houses or B&Bs, 10% with family or friends. An estimated 900 bednights were delivered, with a likely actual turnout circa 800.

- The event was rated very highly, with 100% stating the event was very good or good. 100% would recommend the event to friends and family.

- Favorability towards Council for hosting the event was 100%.

	<ul style="list-style-type: none">• 100% agreed Council should financially support the event with over 70% stating they would definitely return to the area for a short break.

Event Objectives (Please List)

AIMS & OBJECTIVES

Promote motorsports in Northern Ireland:

- Maintain & build upon our reputation earned as a world class event
- To implement exemplar safety procedures
- Promote Lisburn and Castlereagh as a prestigious hosting venue for motorsports
- Secure international TV coverage
- Increase spectator and visitor numbers on the 2019 event.

Support the local economy:

- Attract participants, spectators and volunteers from across NI, ROI, GB, Isle of Man as well as internationally.
- Increase tourist accommodation occupancy rates during the event date (lead in and post event)
- Development of volunteer skills & capacity

All-inclusive cross community event:

- Marketing campaign to encourage spectators
- Tailored engagement with local residents regarding road closures

Actual Outputs at Event Completion

1. Promote motorsports in Northern Ireland

Key to any motor sport event is the promotion of the sport for itself and future events and certainly the Down Rally again advanced the sport in terms of reputation and a safe well-run event. NI is known worldwide for racing and benefits from the millions of pounds spent by visitors and local people enjoying the various forms of the sport, both 2 and 4 wheel. Establishing the event in 2018 & 2019 took considerable effort by both motor clubs involved and to see the event return in 2022 after a Covid-enforced break, with a top-class field of drivers was gratifying. Visitor numbers increased and the wide and varied media exposure delivered both enhanced the Down Rally brand and that of Lisburn & Castlereagh City Council. TV coverage and live streaming (including on the large screen in Lisburn City Centre) showcased the event at the Lagan Valley Island Centre and the beauty of the stunning stages in the Borough.

2. Support the local economy

Closed road tarmac rallies offer a high return for any public sector investor. The very nature of the sport and those involved generate a higher spend due to the expense in being able to take part in the first place. The vast majority of competitors, service crews and many volunteers will stay overnight in local commercial accommodation and an apportioning number of visitors likewise. This gives a higher spend than say a festival type event where participant numbers are much lower in comparison to the visitor attendance. Research carried this year showed an estimated economic benefit delivered by the event of £300,000+. The research was corroborated by the tourism economic calculator provided by Tourism NI. Return on investment for Council was in excess of £30: £1 and the overall media coverage generated by the event boosted this value as well as marketing the area.

Good numbers of bednights were generated with a total of 900 recorded in commercial accommodation providers, a good portion of which were retained in the area. Full details are appended below in the event research report.

The Down Rally again proved to be a good draw for out of stage visitors with 20% of attendees from GB and 10% from the Republic of Ireland.

3. All-inclusive cross community event

Considerable pre-event activity was carried out with all residents, businesses etc on the proposed competitive stages. This is normal for the rally to prepare all those impacted by the event both to manage any issues, access requirements and to secure positive relationships with all involved. The event wants to return to the area in 2023 and feedback from this year has been very positive.

The rally attracted a good demographic in terms of local and out of state visitors and the 70 / 30 split between male and female fans is normal distribution for a motor sport event. Key to these types of events taking place is the large volunteer team who provide the expertise and management for the competitors to rally. This varied group numbering in the hundreds are very much at the heart of the sport and many live in the area and NI. Others come in from across the UK & Isle of Man to assist with the running of the event. Every person who helps to deliver the event does so on a volunteer basis.

The interaction between local people, visitors and competitors was very positive and a satisfaction rate of 100% with the event, area and Council is extremely good news for the event as it moves forward.

Evaluation Methodology (please include back up information to justify/ contextualise evaluation findings) eg survey, questionnaire

N/A

Please compare actual outputs against agreed anticipated target outputs, providing detailed comment on each. In particular please state clear reasons for over/under achievement against the agreed targets. You may wish to provide support information (evidence eg action plans, progress reports, survey data, correspondence, business plans) to explain or back up each stated output.

The event had a number of objectives as follows:

1. 250 national and international competitors participating
2. 1500+ spectators at the event, attending from across NI, RoI, GB and further afield
3. Commitment of 1000 volunteers to provide services; marshalling; and official duties.
4. A secured international broadcast package
5. Increase social media following based on 2019
6. Increased tourist accommodation occupancy rates based on 2019 figures
7. Implementation of highest standard safety procedures
8. Evidenced return to the local economy of £700,00+
9. 10 market stall vendors
10. Secured gifts in kind from local businesses

Total entries did not quite reach 250, however this would have been a stretching number of cars to manage and organisers were very pleased with the 110 entries taken.

Spectators numbers were up on 2019 and above the target predicted at 2,340.

TV broadcast came with the Protyre Championship and the overall media coverage online and in the press was very positive.

The event again gave a good return in terms of bednights with circa 900+ delivered.

Rallying as noted does offer good occupancy numbers as a results of the high number of competitors, their service crews and those who follow the event.

Return on investment for Council was high at £34: £1 and the economic impact,

£300,000. The methodology used is as that of 2019.

Safety is paramount in all motor sport events and the Down Rally implemented their safety plan in line with governing body MotorsportUK. The event was monitored by officials and stewards to ensure full adherence.

Overall the organisers felt the event was well managed and delivered. Financial control is vital and the rally achieved a breakeven point with a budget of £72,700.

Please give details of the number of people attending the event and where they came from:

	PARTICIPANT NUMBERS	SPECTATOR NUMBERS
NORTHERN IRELAND	812	1638
REPUBLIC OF IRELAND	116	234
ELSEWHERE (England, Scotland, Wales & Isle of Man)	232	468
TOTAL	1160	2340

Please estimate total number of bed nights generated because of the event:
 (People staying overnight 450 x Nights 2) = 900 .

PLEASE LIST ALL OTHER FUNDERS FOR THE PROJECT/EVENT AND ADVISE IF THEY HAVE CONFIRMED FUNDING:

N/A

Vouching

Please ensure that all receipts are provide to cover the value of your grant minus any technical support (and where necessary that timesheets are completed and forwarded with this evaluation for Vouching).

Grant awarded £_____ (minus technical support)

Description of product	Amount	Receipt Attached (✓)	Evidence of 3 quotes if over £1500
Total	£		

Conclusions

The Carryduff Down Rally repeated the successes of 2018 & 2019. A well-attended, safe and thrilling event was staged by the joint motor club teams. Having two rally championships involved guaranteed a high-level entry as well as the high number of competitors.

The event has good support in terms of sponsors, revenue generated from programme sales and advertising, plus entries.

Visitor numbers were up on 2019 and clearly the event is enjoyed by the fans, in particularly the Service Park located at the Lagan Valley Island Centre. The special stages were again fast and technical for the drivers and offered good vantage points with good access.

Little or no issues have been reported and the post event review is underway, in lieu of 2023.

Moving forward the Down Rally is in a good position to both maintain and grow. The event clearly made a positive contribution to Lisburn & Castlereagh City Council and adds to their portfolio of motor sport events.

Recommendations

The main recommendation is a meeting between Council and the event organisers to carry out a review and agree any future plans the rally has and if future funding and event support would be available.

The Organisers are keen to explore further ways of developing the rally in partnership with the Council, and doing more within the City Centre to attract more visitors to the City and surrounding areas.

Declaration

I confirm that the information in this evaluation is correct.

Position: Clerk of the Course

Date: 21 January 2022

Organisation: Carryduff Forklift Down Rally

Screening Form (2010 Guidance)

(Taken from Section 75 of the Northern Ireland Act 1998 – A Guide for public authorities April 2010, Appendix 1)

Introduction – Notes to Aid Completion of the Screening Form

The following notes are included in Appendix 1 of the Guidance and are an aid to assist completion of the screening form.

Part 1. Policy scoping – asks public authorities to provide details about the policy, procedure, practice and/or decision being screened and what available evidence you have gathered to help make an assessment of the likely impact on equality of opportunity and good relations.

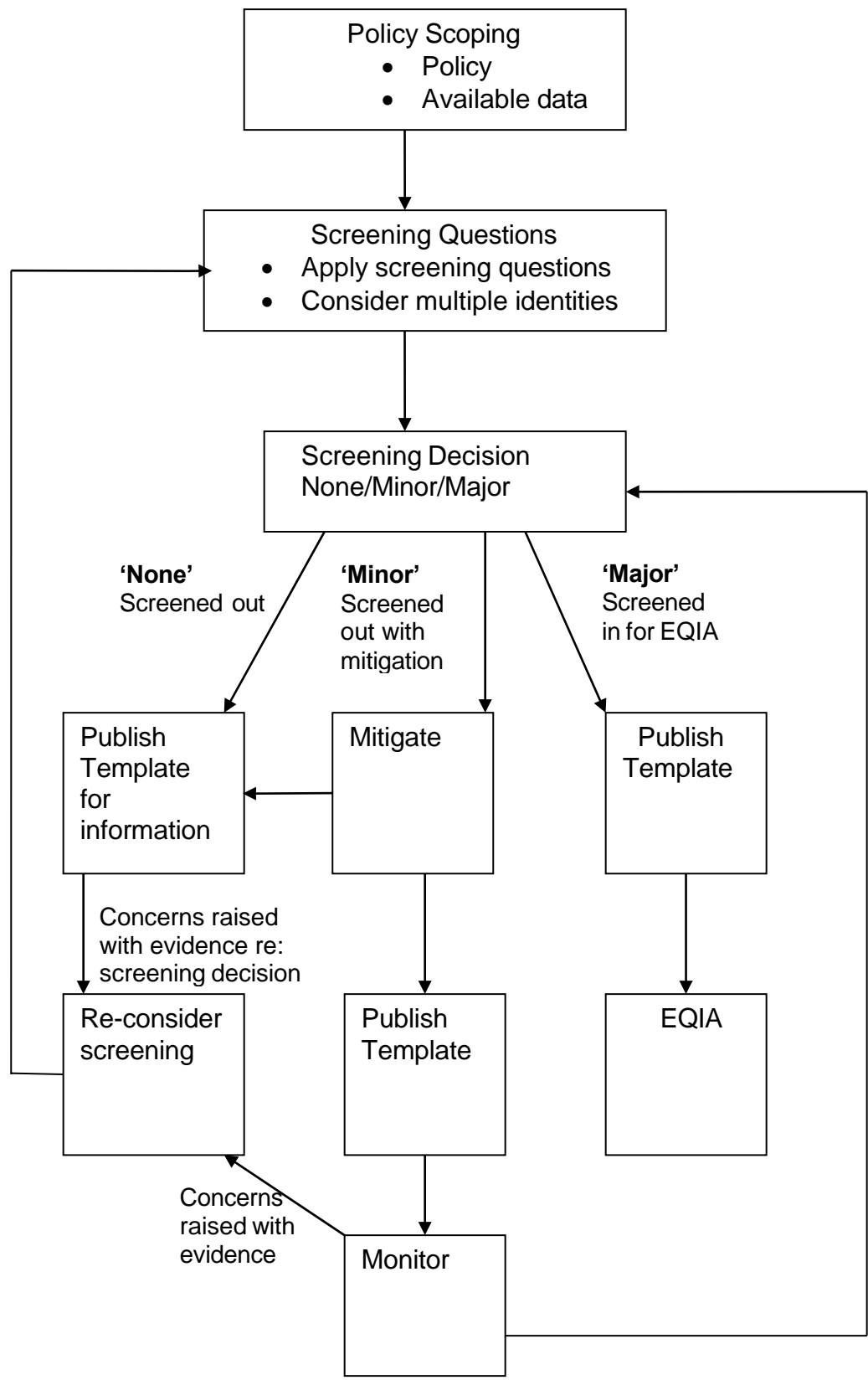
Part 2. Screening questions – asks about the extent of the likely impact of the policy on groups of people within each of the Section 75 categories. Details of the groups consulted and the level of assessment of the likely impact. This includes consideration of multiple identity and good relations issues.

Part 3. Screening decision – guides the public authority to reach a screening decision as to whether or not there is a need to carry out an equality impact assessment (EQIA), or to introduce measures to mitigate the likely impact, or the introduction of an alternative policy to better promote equality of opportunity and/or good relations.

Part 4. Monitoring – provides guidance to public authorities on monitoring for adverse impact and broader monitoring.

Part 5. Approval and authorisation – verifies the public authority's approval of a screening decision by a senior manager responsible for the policy.

A screening flowchart is provided overleaf.



Events

March 2019

Part 1. Policy scoping

The first stage of the screening process involves scoping the policy under consideration.

The purpose of policy scoping is to help prepare the background and context and set out the aims and objectives for the policy, being screened.

At this stage, scoping the policy will help identify potential constraints as well as opportunities and will help the policy maker work through the screening process on a step by step basis.

Public authorities should remember that the Section 75 statutory duties apply to internal policies (relating to people who work for the authority), as well as external policies (relating to those who are, or could be, served by the authority).

Evidence to help inform the screening process may take many forms. Public authorities should ensure that their screening decision is informed by relevant data.

Part 2. Screening questions

Introduction

In making a decision as to whether or not there is a need to carry out an equality impact assessment, the public authority should consider its answers to the questions 1-4 which are given on pages 66-68 of this Guide (and which form part of the screening form).

If the public authority's conclusion is **none** in respect of all of the Section 75 equality of opportunity and/or good relations categories, then the public authority may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity or good relations, a public authority should give details of the reasons for the decision taken.

If the public authority's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity and/or good relations categories, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the public authority's conclusion is **minor** in respect of one or more of the Section 75 equality categories and/or good relations categories, then

Events

March 2019

74

consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or
- the introduction of an alternative policy to better promote equality of opportunity and/or good relations.

In favour of a 'major' impact

- a) The policy is significant in terms of its strategic importance;
- b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

In favour of 'minor' impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

Events

March 2019

75

In favour of none

- a) The policy has no relevance to equality of opportunity or good relations.
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.

Taking into account the evidence presented above, consider and comment on the likely impact on equality of opportunity and good relations for those affected by this policy, in any way, for each of the equality and good relations categories, by applying the screening questions (questions 1-4) given in the screening form (Part 2) and indicate the level of impact on the group i.e. minor, major or none.

Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities?

(For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people).

Part 3. Screening decision

All public authorities' equality schemes must state the authority's arrangements for assessing and consulting on the likely impact of policies adopted or proposed to be adopted by the authority on the promotion of equality of opportunity.

The Commission recommends screening and equality impact assessment as the tools to be utilised for such assessments. Further advice on equality impact assessment may be found in a separate Commission publication: Practical Guidance on Equality Impact Assessment.

Timetabling and prioritising

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the public authority in timetabling. Details of the Public Authority's Equality Impact Assessment Timetable should be included in the quarterly Screening Report.

Part 4. Monitoring

Public authorities should consider the guidance contained in the Commission's Monitoring Guidance for Use by Public Authorities (July 2007).

The Commission recommends that where the policy has been amended or an alternative policy introduced, the public authority should monitor more broadly than for adverse impact (See Benefits, P.9-10, paras 2.13 – 2.20 of the Monitoring Guidance).

Effective monitoring will help the public authority identify any future adverse impact arising from the policy which may lead the public authority to conduct an equality impact assessment, as well as help with future planning and policy development.

Part 1. Policy scoping

Information about the policy

Name of the Policy

Tourism Events Grants Policy- within Lisburn Castlereagh City Council including small scale and large scale events

Is this policy

An existing policy?	<input type="checkbox"/>	A revised policy?	<input type="checkbox"/>	A new policy?	<input checked="" type="checkbox"/>
---------------------	--------------------------	-------------------	--------------------------	---------------	-------------------------------------

What are the intended aims/outcomes the policy is trying to achieve?

The Economic Development Unit within Lisburn & Castlereagh City Council is involved in a number of distinct areas of operation aimed at developing prosperity throughout Lisburn and Castlereagh. This is achieved through creating opportunity, supporting local businesses and encouraging new investment.

The Council recognises the importance of economic development initiatives to drive forward the local economy across the region and the Economic Development Unit has played a pivotal role in securing significant investment. Applications for funding will be considered for all who meet the criteria, providing funding is available, regardless of religious belief, political opinion, racial group, age, marital status, sexual orientation, gender, disability or dependants.

Economic Development Unit includes the service areas of Economic Development

1. Business Solutions
2. Regeneration
3. Tourism
4. Rural Development
5. Economic Development
6. Business Start Up

The tourism departments main aim is to support the local tourism economy including supporting events in the local area to increase visitor trips, bed-nights and tourism revenue. All sections of the Economic Development Department offer advice guidance and in some instances financial support for business in terms of grants. Tourism Development advertise the application process in the

Events

March 2019

78

local press and on social media platforms to ensure transparency for all who wish to apply.

The policy aims to promote the sustainability and competitiveness of local business and organisations through creating access to event funding opportunities which will support an event within the Lisburn and Castlereagh area by offering a contribution to the event running costs based upon their application. We would anticipate that with the potential growth in the Tourism Sector this will directly and indirectly make a positive impact on the local economy. Currently 2 events funding applications exist;

1. Small grants up to £1,000
2. Large grants up to £10,000

The Events Funding Policy will facilitate responding effectively to event funding requests within LCCC. This will be achieved through assessing key themes of ensuring compliance (within the required funding criteria), equality, delivering value for money through a commercial approach and supporting the local tourism economy. An events application for 'up to £1000 support' (currently around 12-15 per year) and 'over £1,000 support' (currently around 5-7 per year) is then made to the Tourism Development Section.

This policy will offer a framework for future requests to economic development for funding to support events. This could be either Council organised events or for a third party to deliver within the Lisburn and Castlereagh City Council area. Examples of previous events funding requests include:-

- Speciality Food Fair
- Balmoral Show
- Farmers Market – Christmas event
- Hilden Beer Festival
- Sunflower Festival

A key vision of Lisburn and Castlereagh City Council's Economic Development is to develop Lisburn Castlereagh as a prime location for investment, encourage business start-up and nurture growth. To achieve this, the unit organise events such as Made in Lisburn Castlereagh to showcase the leading businesses within the Council area.

Events

March 2019

79

The Tourism Development Unit of Lisburn & Castlereagh City Council will give consideration to financially supporting events that can provide evidence of supporting one or more of the following:

- Attraction of out-of-state visitors and participants (either taking part in or hosting event) to the Lisburn & Castlereagh City Council area.
- Attraction of domestic visitors and participants to the Lisburn & Castlereagh City Council area.
- Generation of 'bed-nights' in the Lisburn & Castlereagh City area.
- Generation of positive publicity for the Lisburn & Castlereagh City Council area strengthening the Lisburn & Castlereagh City Council area credibility as a tourist and visitor destination.
- Attraction of positive media coverage outside the Lisburn & Castlereagh City Council area.
- Requires Lisburn & Castlereagh City Council assistance to ensure the overall success of the event. Supporting the gap in expenditure for event.

Where the main purpose of an event is to raise money for a charity and/ or charities, financial assistance will not normally be provided by Lisburn & Castlereagh City Council.

Those applying for funding must demonstrate that the event will be based within the Lisburn Castlereagh Council area.

Are there any expected benefits to the Section 75 categories/groups from this policy? If so, please explain

It is anticipated that all nine of the Section 75 categories could potentially benefit from this policy. For example, it is anticipated that it will benefit those of different ages, religion, as well as, those with disabilities and those with dependents. The events funding policy will support local Economic and Tourism Events and therefore boost local economy through spending in local hotels, accommodation, restaurants and attractions. It may also provide jobs and investment.

This policy will be open equally across the City. The grant funding will be accessible to all organisations and individual who wish to apply in the participating council area and LCCC will work to ensure that it is accessible to all those who wish to apply.

Events

March 2019

80

Who initiated or wrote the policy?

Economic Development Unit Lisburn and Castlereagh City Council

Who owns and who implements the policy?

Economic Development Unit implements the policy for Lisburn and Castlereagh City Council (the owners)

Events

March 2019

Implementation factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

If yes, are they

Financial?	<input checked="" type="checkbox"/>	Legislative?	<input checked="" type="checkbox"/>	Other?	<input type="checkbox"/>
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If other, please detail below

Elected members

Events

March 2019

82

Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

Staff	✓
Service Users	✓
Other Public Sector Organisations	✓
Voluntary/Community/Trade Unions	✓
Other public sector authorities	✓
Local businesses / retail / local schools	✓
All Local V&C bodies within the LCCC region	✓
Business Community / Local Residents	✓

If other, please detail below

--

Other policies with a bearing on this policy

Name of policy	Who owns or implements policy?
Community Development Plan	LCCC
Hillsborough Master Plan	LCCC
Tourism Development Strategy	LCCC
Corporate Plan	LCCC
Performance Improvement Plan	LCCC
NI Statistics & Research Agency	

Events

March 2019

83

Available evidence

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for each of the Section 75 categories.

The policy aims to promote the sustainability and competitiveness of local business and organisations through creating access to event funding opportunities. We would anticipate that with the projected growth within the tourism sector this will directly and indirectly make a positive impact on the local economy.

The Tourism Strategy commissioned by LCCC in partnership with Tourism NI, Jan 2017, provides a Vision and Action Plan, creating a 'road map' to assist the growth in the local tourism offer, maximising tourism opportunities that will in turn increase bed nights, trips and spend. One way to assist in this growth is to support minor and major events in the LCCC area. Minor events tend to be ones receiving less than £1,000 funding support, with smaller visitor numbers, less economic benefits and meeting the designated criteria on the Tourism Small Grant Application. Major events will be put before the Development Committee to consider the level of funding, based on a more detailed application form that will look at overall budget shortfall, impact on the area, including bed-nights and visitor numbers. Some recent major events have included Circuit of Ireland Car Rally, Hillsborough Oyster Festival, and Pipe Band Championships. Minor events include the likes of Dog Obedience Championships, Lecture nights, Car Cavalcades.

In the most recent NISRA, June 2017, Local Government Tourism statistics Lisburn and Castlereagh City Council is highlighted as having the least number of bed-nights and visitor trips of any Council. Whilst tourism revenue is slightly better performing this is partly attributed to the strong shopping and retail offer in the Council area. The new LCCC Tourism Strategy looks at ways to address the undersupply in commercial accommodation alongside other initiatives to attract more visitors and associated spend. The staging of events is one such way to steadily grow visitor numbers, especially the day visitor market. Another benefit from events is the positive PR attached to same.

The LCCC Socioeconomic profile 2015 research highlights that 'using a proxy for the hospitality sector (employee jobs in both the accommodation and food and beverage serving activities sectors); we can identify relationships between the size of the sector and the strength of tourism locally.' Therefore, local authorities that have larger hospitality sectors typically attract greater numbers

Events

March 2019

of overnight visitors and higher visitor spend. Attracting and supporting additional events in the area will ensure ongoing growth and economic benefits are distributed to local business.

All groups will be able to have access to the policy. At this present time it could not be anticipated who may benefit from accessing the policy. It will be kept under review as the policy is implemented.

At this stage it would be difficult to be prescriptive about which group(s) may avail of this policy, however the socioeconomic research has profiled these groupings. However in relation to Section 75 groups the socioeconomic research would support such an inclusive policy.

Sec 75 Category	Details of evidence/information
Religious Belief	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix.
Political Opinion	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix.
Racial Group	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix.
Age	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are

Events

March 2019

85

	taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix
Marital Status	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix.
Sexual Orientation	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix
Men & Women Generally	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix.
Disability	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that they are all shared spaces and accessible by all. For profile see appendix.
Dependants	All proposed initiatives are open to businesses and organisations from across LCCC and where venues are required to host activities which are taking place, we will try to ensure that

Events

March 2019

	they are all shared spaces and accessible by all. For profile see appendix.
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Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details for each of the Section 75 categories

The different needs of each of the Section 75 categories will continue to be recognised and reflected in the equitable distribution of funding for those events that have met all the necessary selection criteria. Examples of the events spread across the area include - Moira Calling, Hilden Beer Festival and small scale events e.g. at Ballance House and The Little Green Allotments Festival.

Sec 75 Category	Details of needs/experiences/priorities
Religious Belief	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.
Political Opinion	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.
Racial Group	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.
Age	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.
Marital Status	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.
Sexual Orientation	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.

Events

March 2019

87

Men & Women Generally	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.
Disability	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.
Dependants	The programme will be administered to prioritise equality of opportunity across all categories. For profile see appendix.

Events

March 2019

88

Part 2. Screening questions

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Sec 75 equality categories? (minor/major/none)

The introduction of an event funding policy will be inclusive of all categories mentioned in the table below.

Sec 75 Category	Details of policy impact	Level of impact (minor/major/none)
Religious Belief		None
Political Opinion		None
Racial Group		None
Age		None
Marital Status		None
Sexual Orientation		None
Men & Women Generally		None
Disability		None
Dependants		None

2. Are there opportunities to better promote equality of opportunity for people within the Sec 75 equality categories?

Sec 75 Category	IF Yes, provide details	If No, provide details
Religious Belief		Applications for funding will be considered for all who meet the set criteria, regardless of religious belief depending on available funding.
Political Opinion		Applications for funding will be considered for all who meet the set criteria, regardless of political opinion depending on available funding.
Racial Group		Applications for funding will be considered for all who meet the set criteria, regardless of racial group depending on available

Events

March 2019

89

		funding.
Age		Applications for funding will be considered for all who meet the set criteria, regardless of age depending on available funding.
Marital Status		Applications for funding will be considered for all who meet the set criteria, regardless of marital status depending on available funding.
Sexual Orientation		Applications for funding will be considered for all who meet the set criteria, regardless of sexual orientation depending on available funding.
Men & Women Generally		Applications for funding will be considered for all who meet the set criteria, regardless of men & women generally depending on available funding.
Disability		Applications for funding will be considered for all who meet the set criteria, regardless of disability depending on available funding.
Dependants		Applications for funding will be considered for all who meet the set criteria, regardless of dependants, depending on available funding.

This policy represents an opportunity to benefit all users. Any further opportunities to promote equality of opportunity that may arise in the future would be give consideration in due course.

Events

March 2019

90

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? (minor/major/none)

Good Relations Category	Details of policy impact	Level of impact (minor/major/none)
Religious Belief	Activities funded under the programme will be available to people regardless of religious belief depending on available funding.	None
Political Opinion	Activities funded under the programme will be available to people regardless of political opinion depending on available funding.	None
Racial Group	Activities funded under the programme will be available to people regardless of racial group depending on available funding.	None

Events

March 2019

91

4. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

The Events Policy has been designed to have a positive impact on the events provided within the LCCC area and support the local economy. Therefore the clear application, funding allocation and offer process would not have a detrimental impact on the section 75 category's stated on pg 16.

Good Relations Category	IF Yes, provide details	If No, provide details
Religious Belief		No adverse impacts identified.
Political Opinion		No adverse impacts identified
Racial Group		No adverse impacts identified

For the reasons provided above it is anticipated that there is no better opportunity to promote good relations. The all-inclusive nature of the policy will create a positive impact on good relations and the proposed monitoring and data capture will collate and monitor these good relations groups within the programme. All event organisers and organisations who receive funding within this programme conduct a post event evaluation.

Additional considerations

Multiple identity

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

LCCC recognises that all individuals are not exclusive to just one designated group. "Multiple identity" has been given consideration within this screening exercise in order to ensure benefit to all groups. LCCC is aware of the 9 equality groups and will aim to be as equitable as possible with respect to implementing the policy.

Part 3. Screening decision

If the decision is not to conduct an equality impact assessment, please provide details of the reasons.

The screening decision is the policy is screened out without mitigation.
Reason
LCCC does not anticipate that the Events Funding Policy will impact adversely on any Section 75 group, but instead, through an open and transparent application process for funding requests, will promote equality of opportunity and good relations at this time. An annual review of this policy will be conducted.

If the decision is not to conduct an equality impact assessment the public authority should consider if the policy should be mitigated or an alternative policy be introduced.

N/A

If the decision is to subject the policy to an equality impact assessment, please provide details of the reasons.

N/A

Mitigation

When the public authority concludes that the likely impact is 'minor' and an equality impact assessment is not to be conducted, the public authority may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity or good relations.

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity and/or good relations? If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy.

Timetabling and prioritising

Factors to be considered in timetabling and prioritising policies for equality impact assessment.

If the policy has been ‘**screened in**’ for equality impact assessment, then please answer the following questions to determine its priority for timetabling the equality impact assessment.

On a scale of 1-3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for equality impact assessment.

Priority criterion	Rating
Effect on equality of opportunity and good relations	
Social need	
Effect on people’s daily lives	
Relevance to a public authority’s functions	
Total Rating Score	N/A

Is the policy affected by timetables established by other relevant public authorities?

If yes, please provide details

N/A

Events

March 2019

Part 4. Monitoring

See note above.

Part 5 - Approval and authorisation

Screened by:	Position/Job Title	Date
██████████	██████████	██████
██████████	██████████	██████
Approved by:		
██████████	████████████████████	██████

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy, made easily accessible on the public authority's website as soon as possible following completion and made available on request.

Events

March 2019

95

Appendix

The Tourism Strategy 2016 -2020- produced by Lisburn and Castlereagh City Council and Tourism NI

Northern Ireland Statistics and Research Agency, Labour Market Report June 2017
<https://www.nisra.gov.uk/news/labour-market-report-june-2017>

<https://www.nisra.gov.uk/statistics/tourism>

Socioeconomic Research commissioned by LCCC and undertaken by Oxford Economics published 2015.

<https://tourismni.com/facts-and-figures/tourism-performance-statistics/tourism-industry-barometer/>

<https://tourismni.com/facts-and-figures/tourism-performance-statistics/>

<https://tourismni.com/facts-and-figures/economic-impact-of-tourism/>

The Tourism Grant Application (up to £10,000) and scoring sheet

Profile breakdown of LCCC (supplied by Stephen)



Development Committee

Confidential

2 February 2023

Confidential Report from:

Director of Service Transformation

Local Government Act (Northern Ireland) 2014

Schedule 6 - Access to Information: Exemption Information

Reason for confidentiality:

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

When will the report become unrestricted:

Specify when
report will
become available

After Tender
Awarded

Redacted
report
available

Never

Item for Decision

TITLE:

Award of Delivery Agent to deliver the Into Employment Programme as per the Labour Market Partnership Action Plan 2022/23

Background and Key Issues:

Background

1. The Council has been working with the Lisburn and Castlereagh Labour Market Partnership in the design and development of an Action Plan in order to secure a letter of offer from the Department for Communities (DfC). The Action Plan was approved by the Regional Labour Market Partnership for Northern Ireland on 28 March 2022.

2. Under Strategic Priority 2, the Council has permission to deliver a suite of six programmes aimed at improving labour market conditions locally.
3. One of the approved employability programmes is the Into Employment Programme.
4. The programme has a budget of £79,104 (100% funded by DfC) and aims to support and connect a minimum of 24 people who are unemployed back into employment. The programme will prioritise disadvantaged applicants, long term unemployed and those from deprived postcodes within Lisburn & Castlereagh City Council.

Key Issues

1. The Programmes team recently undertook a procurement exercise to appoint a delivery agent to manage and deliver the Into Employment Programme. The tender for the delivery of this programme closed on 12 January 2023.
2. The procurement exercise is now complete, with the consensus panel meeting to agree the scores taken place on 23 January 2023. The panel findings have been approved by the Procurement Department and are detailed below:

	Quality 80%	Cost 20%	Total Score	Rank	Fail Pass
People 1st	57%	20%	77%	1	Pass
██████████	53%	17.1%	70.1%	2	Fail

3. As detailed above, two tender submissions were received and People 1st were assessed to have provided the Most Economically Advantageous Tender (MEAT) at a cost of £██████████. Using the MEAT approach as a method of assessment, the selection panel fully evaluated all aspects of the set selection criteria. People 1st was the lowest tender, and also scored highly on their quality which clearly evidenced sufficient skills and resources required to deliver the Into Employment Programme, thus providing the best value for money.

Recommendation:

It is recommended that the committee agrees the appointment of People 1st to deliver the Into Employment Programme based on the evidence presented in the table above.

Finance and Resource Implications:

A funding contract for £359,491.57 (£91,506.73 for administration and running costs associated with the LMP from 1 April 2022- 31 March 2023 combined with £267,984.84 for programme costs for the same period) has been received. The project is 100% DfC funded from the programme costs.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1

Screen out
without mitigation

Option 2

Screen out with
mitigation

Option 3

Screen in for
a full EQIA

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

Insert link to completed Equality and Good Relations report:

<https://www.lisburncastlereagh.gov.uk/council/publications/equality-section-75/equality-screening-reports>

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

Has a Rural Needs Impact
Assessment (RNIA) template been
completed?

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

N/A

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

Impact will be neutral – programme will be available across the council area, and provide benefit to both urban and rural residents.

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES:**Appendix 1 – Tender Evaluation Report****HAS IT BEEN SUBJECT TO CALL IN TO DATE?**

No

If Yes, please insert date:

LISBURN & CASTLEREAGH CITY COUNCIL ECONOMIC DEVELOPMENT

TENDER REPORT FOR INTO EMPLOYMENT

At the Development Committee Meeting in May 2022, it was agreed that a procurement exercise would be undertaken for the Into Employment Programme as per the Labour Market Partnership Action plan 2022/23.

The tender was published on 9th December 2022.

The closing date for the receipt of tenders was Thursday 12th January 2022 at 12 Noon. Below is a report regarding the evaluation.

Tender Returns

Tenders received were unlocked on eTendersNI and recorded by Vincent Copeland, Procurement Officer on Thursday 12th January 2023 at 15:54 pm.

14 Companies registered an interest in the invitation to tender, 3 withdrew from the competition and the other who did not tender have been contacted for feedback.

2 Tenders were received on eTendersNI by the closing date/time, details of which can be found below.

Company Name	Cost
1. [REDACTED]	£ [REDACTED]
2. DFPF Ltd t/a People 1 st , Rosemont, 89 Malone Road, Belfast BT9 6SP BT9 6SP	£ [REDACTED]

The Tender responses were recorded by Procurement and forwarded to Melissa Cunningham for evaluation purposes.

Tender Evaluation

Stage 1 – Mandatory Selection Criteria

In this stage tenderers were required to meet three items of mandatory selection criteria:

- Company Experience
- Insurance Requirement
- Pricing Schedule

The 2 tenders were evaluated on the information that they provided. Both companies passed stage 1.

Stage 2 – Award Criteria

In this stage the 2 tenders were evaluated on the following:

Quality - 80%

- Understanding of the Project – 5%
- Methodology and Proposed Approach – 25%
- Project Team Experience – 25%
- Management of the Project and Contract – 15%
- Marketing and Recruitment – 10%

Cost – 20%

Both tenders were evaluated on the information that they provided. All passed this stage and proceeded to Stage 3.

Company Name	Quality 80%	Cost 20%	Total Score	Rank
People 1st	57%	20%	77%	1
[REDACTED]	53%	17.1%	70.1%	2

Recommendation:

It is recommended that the contract for Into Employment Programme is awarded to **People 1st** on the basis that this organisation provided the Most Economically Advantageous Tender (MEAT). The selection panel fully evaluated all aspects of the set selection criteria. People 1st was the lowest tender, and also scored highly on their quality which clearly evidenced sufficient skills and resources required to deliver the Into Employment Programme, thus providing the best value for money.



Development Committee

Confidential

2 February 2023

Confidential Report from:

Director of Service Transformation

Local Government Act (Northern Ireland) 2014

Schedule 6 - Access to Information: Exemption Information

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

When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

Following
ratification of
award and
placing of order

Never

Item for Noting

TITLE:

Various Annual Tender Reports for Award of Planned Preventative Maintenance Inspections

Background and Key Issues:

Background

1. Annual Tenders have been in place for a number of planned preventative maintenance contracts to service the Council for a number of years.
2. The tenders are renewable on an annual basis on a 1+1 basis up to the maximum period of years as stated in the various contract details. The current tenders are now due for renewal.

Key Issues

1. Interested Contractors were invited to submit tenders through the eTendersNI portal and tenders were returned as follows;
 - a. T2223-009 Planned Preventative Maintenance Inspections of Boilers and Associated Plant(*No. of submissions seven*)
 - b. T2223-028 Planned Preventative Maintenance Inspections of Fire Alarms (*No. of submissions eleven*)
 - c. T2223-015 Planned Preventative Maintenance Inspections of Emergency Lighting (*No. of submissions four*)
 - d. T2223-029 Planned Preventative Maintenance Inspections of Passenger Lifts (*No. of submissions three*)
 - e. T2223-017 Planned Preventative Maintenance Inspections of Fuel Tanks (*No. of submissions two*)
 - f. T2223-044 Planned Preventative Maintenance Inspections of Automatic Doors (*No. of submissions three*)
 - g. T2223-023 Planned Preventative Maintenance Inspections of Roller Shutters (*No. of submissions one*)
 - h. T2223-026 Planned Preventative Maintenance Inspections of Traffic Access Systems (*No. of submissions three*)
 - i. T2223-035 Planned Preventative Maintenance Inspections of Cooker Hood Cleaning (*No. of submissions three*)
 - j. T2223-030 Planned Preventative Maintenance Inspections for Asbestos Management (*No. of submissions five*)
 - k. T2223-031 Planned Preventative Maintenance Inspections for Legionella Risk Assessments (*No. of submissions three*)
2. These tenders were opened by the Head of Assets and Procurement Officer; and forwarded to the Estate Planning Officer for evaluating against the agreed criteria.
3. Enquiries have been made to contractors who showed initial interest in requesting tender information, but who did not make a return to ascertain why they did not submit a tender.
4. The tenders were assessed and recommended for award as detailed in the Tender reports [REDACTED] In each case, the successful tenderer recommended was the lowest compliant tender cost received.

Recommendation:

It is recommended that Members note the award of the annual tenders detailed within the tender reports.

Finance and Resource Implications:

Budget provision has been included in the annual estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

The Contracts are deemed to benefit all section 75 groups equally and therefore it was deemed that no screening was required

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="No"/>	Option 2 Screen out with mitigation	<input type="text" value="No"/>	Option 3 Screen in for a full EQIA	<input type="text" value="No"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

N/A

2. Rural Needs Impact Assessment:

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

A Rural Impact Assessment is deemed not to be required as these are contracts for works services and will apply equally to all communities across the Council area

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

N/A

SUBJECT TO PLANNING APPROVAL:

If Yes, "This is a decision of this Committee only. Members of the Planning Committee are not bound by the decision of this Committee. Members of the Planning Committee shall consider any related planning application in

accordance with the applicable legislation and with an open mind, taking into account all relevant matters and leaving out irrelevant consideration”.

APPENDICES:



HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date: