



21st April, 2022

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

A **Meeting of Lisburn & Castlereagh City Council** will be held on **Tuesday, 26th April 2022** at **7:00 pm** in the Council Chamber and remote locations for the transaction of the business on the undernoted agenda.

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

A light buffet will be available in Lighters Restaurant from 6.30pm.

Members are requested to attend.

DAVID BURNS
CHIEF EXECUTIVE
LISBURN & CASTLEREAGH CITY COUNCIL

Agenda

1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

[📄 Mayor and Deputy Mayor Engagements for Council Meeting APR 2022.pdf](#)

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2.0 APOLOGIES

3.0 DECLARATIONS OF MEMBERS' INTERESTS

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

4.0 COUNCIL MINUTES

4.1 Meeting of Council 22 March 2022

[📄 MM 22.03.2022 Draft Minutes.pdf](#)

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5.0 MATTERS ARISING

6.0 DEPUTATIONS

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

None

8.0 ADOPTION OF MINUTES OF COMMITTEES

8.1 Leisure & Community Development Committee 5 April 2022

[📄 LCDC 050422 Draft Minutes for Adoption FINAL.pdf](#)

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8.2 Environmental Services Committee 6 April 2022

[📄 ESC 06.04.2022 Draft Minutes for Adoption.pdf](#)

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8.3 Development Committee 7 April 2022

[📄 DC 07 04 2022 Draft Minutes for Adoption.pdf](#)

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8.4 Capital Projects Committee 12 April 2022

[📄 CPC 12.04.2022 draft Minutes for Adoption FINAL.pdf](#)

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8.5 Corporate Services Committee 13 April 2022

 *CSC 13 04 2022 Draft minute for adoption.pdf*

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8.6 Planning Committee 7 March 2022 (For Noting)

 *PC 07 03 2022 Ratified Minute.pdf*

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9.0 REPORT FROM CHIEF EXECUTIVE

None

10.0 REPORTS FROM MEMBERS ON BOARDS

None

11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE

None

12.0 NOTICES OF MOTION

None

13.0 CONFIDENTIAL BUSINESS

None

14.0 ANY OTHER BUSINESS

14.1 To Adopt the following Formal Resolution

“Lisburn & Castlereagh City Council does bestow the honour of the Freedom of the City upon Health and Social Care Staff in Northern Ireland in recognition of their valuable service to the Lisburn & Castlereagh City Council area and to Northern Ireland in general, since the formation of Health and Social Care in 1948.”

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Friday 11th March

Mayor to attend online NILGA Monthly Executive Meeting

Saturday 12th March

Mayor to attend Foods of the World Event, Highway Inn Kitchen

Monday 14th March

Mayor to attend Tree Planting Ceremony at LVI as part of the Queen's Green Canopy, Lord Lieutenant for Co Antrim, Mr David McCorkell, Cllr Legge and Chief Executive in attendance

Mayor to attend Flag Raising Ceremony at LVI for Commonwealth Day

Mayor to attend Tree Planting Ceremony at Billy Neill with the Lord Lieutenant for Co Down Mr Gawn Rowan Hamilton, Lady Mary Peters, Cllr Legge, Chief Executive and children from Dundonald Primary School as part of the Queen's Green Canopy

Mayor to attend online seminar 'A Brief Overview of Emerging Waste Policy & Legislation'

Mayor to attend online JAM Card Awareness Training for Members

Mayoral Reception for St Vincent De Paul & Salvation Army in recognition of their joint Christmas Appeal success, Ald Henderson also attended

Tuesday 15th March

Mayor to attend Tree Planting at Hydebank, Castle Gardens, Sir Barbour Memorial Park, Moira Demense and lands adjacent to Annahilt Play Park, as part of the Queen's Green Canopy

Mayor to attend British-Irish Intergovernmental Secretariat St. Patrick's Day Event, Europa Hotel Belfast

Wednesday 16th March

Mayor to attend online NAC NI Members meeting

Mayor to attend online Resettlement Scheme Meeting

Mayor to meet with LL for Co Down Mr Gawn Rowan Hamilton to discuss Queen's Platinum Jubilee Events, Cllr Legge also in attendance, Mayor's Parlour

Mayor to attend online Royal Hillsborough Member Working Group

Thursday 17th March

Mayor to attend online event, St Patrick: A Secular saint for all by Professor Johnston McMaster talk

Monday 21st March

Mayor to attend online meeting to discuss actions from Youth Council Meeting

Wednesday 23rd March

Mayor to attend online NILGA Regional Pay Briefing

Mayor to attend online JAM Card Training

Mayor to attend online event, Live Here Love Here 2022 Community Awards

Thursday 24th March

Mayor to attend online TADA Rural Support Network AGM

Friday 25th March

Mayor to attend tree planting at Maghaberry Village Green as part of the Queen's Green Canopy

Mayor to attend Lisburn YMCA Youth Homelessness Event, Lisburn YMCA

Saturday 26th March

Mayor to attend Royal Hillsborough Family Fun Day, Downshire Primary School

Mayor to attend Ballycarrickmaddy Tractor Run, Ballycarrickmaddy Primary School

Mayor to visit Lough Moss to mark 20th anniversary of the loss of Baby Carrie

Monday 28th March

Mayor to attend Virtual Trade Mission online Meeting with the Mayor of Foshan City

Mayor to attend LAG Celebration Closure Event, Island Hall, LVI

Tuesday 29th March

Mayor to attend ICS Webinar - Integrated Care System

Mayor to attend online update meeting on the Hilden Primary School Project

Wednesday 30th March

Mayor to attend LCCC Entrepreneurs Network Breakfast Event, Island Hall, LVI

Mayoral Reception for Drumbo Community Group, Lighters LVI

Mayor to attend Lisburn Housing for All Advisory Group Meeting, LVI

Mayor to attend Kerbside Collections and Waste Transfer Site Visits, ReGen Centre Newry

Thursday 31st March

Mayor to attend Installation Ceremony of Dr Colin Davidson, the sixth Ulster University Chancellor, St Anne's Cathedral, Belfast

Mayor to attend Mayor's Community Awards Event, Island Hall, LVI

Friday 1st April

Mayor to attend online meeting with the Irish League of Credit Unions

Mayor to meet with organiser of Hillsborough Daffodil Festival, Mayor's Parlour

Mayor to visit Helping Hands 24hr sit out, Asda Dundonald

Monday 4th April

Mayor to attend photo call at Hillsborough Castle for public viewing of Letters Patent

Mayor to visit Oakwood Integrated Primary School to view their Bake Off competition and to present their award from the Mayoral Reception held for Integrated Schools on 10th March

Tuesday 5th April

Mayor to meet with the New Zealand High Commissioner on their visit to Northern Ireland at the Irish Linen Museum

Mayor to attend Celebration Event with Connected Minds, Lisnagarvey High School

Wednesday 6th April

Mayor to attend online JAM Card Awareness Training

Mayor to attend online NILGOSC - Divestment from fossil fuels Presentation

Thursday 7th April

Mayoral Reception with Mayor's Innovation Award winners, Mayor's Parlour

Mayor to meet with pupil from Wallace High School, Luke Mullholland, to congratulate him on becoming a new Member of the UK Youth Parliament for Lagan Valley

Mayoral Reception for N.I. Tenpin Bowling Federation Executive committee, Lighters

Friday 8th April

Mayor to attend online Monthly NILGA Meeting

Mayor to attend 'Come To The Cabaret' event by Lisnagarvey Operatic Society, Island Hall, LVI

Saturday 9th April

Mayor to attend Grand Choice - Downshire West public voting session, Moira

Mayor to attend 'Mayor's Teddy Bears Picnic' Castle Gardens

Sunday 10th April

Mayor to attend 'Mayor's Colour Run', Wallace Park

Monday 11th April

Mayor to attend NILGA Levelling Up White Paper online meeting

Mayor to attend 'Mayor's Teddy Bears Picnic', Moat Park

Mayoral Reception for Lisburn Historical Society to celebrate 55 Years, Island Hall, LVI

Tuesday 12th April

Mayor to visit Art Exhibition : Oh L'eau L'eau, R-Space, Lisburn

Wednesday 13th April

Mayor to attend JAM Card - Celebration Event, LVI

Mayor to visit Butterfly Project, Christ Church, Lisburn

Mayor to attend online Community Investment Fund - Information Session

Mayor to host St John's Ambulance celebration of the Year of the Nurse and Midwife event, Island Hall, LVI

Thursday 14th April

Mayor to attend Mayor's Easter charity movie day, 'HOP', Island Hall, LVI

Saturday 16th April

Mayor to attend Ulster Solo Piping & Drumming Solo Championships to present awards, Lisnagarvey High School

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING**Friday 11th March**

Deputy Mayor to attend Commonwealth Day at Thiepval Barracks

Friday 18th March

Deputy Mayor to attend Fusion Theatre Company Show in Island Hall, LVI

Tuesday 22nd March

Deputy Mayor to meet with Youth Council before Council Meeting, Oak Room LVI

Wednesday 23rd March

Deputy Mayor to attend Apprentice's 6 Month review event, LVI

Deputy Mayor to meet with High Sherriff of Co Down, Mr James Smyth at Museum

Friday 25th March

Deputy Mayor to Visit local resident to mark his 102nd Birthday

Tuesday 29th March

Deputy Mayor to attend SERC Excellence Awards 2022, SERC Lisburn

Wednesday 30th March

Deputy Mayor to attend Future High Street Summit, Titanic Belfast

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LISBURN & CASTLEREAGH CITY COUNCIL

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

Deputy Mayor
Councillor T Mitchell

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

Councillors N Anderson, D J Craig, A P Ewing, A Givan,
M Gregg, D Honeyford, J Lavery BEM, H Legge, S Lowry,
C McCready, U Mackin and A Swan

PRESENT IN REMOTE LOCATION:

The Right Worshipful the Mayor
Alderman S Martin

Aldermen D Drysdale and M Henderson MBE

Councillors R T Beckett, R Carlin, S Carson, S Eastwood,
J Gallen, M Guy, S Hughes, J McCarthy, G McCleave,
A McIntyre, R McLernon, Jenny Palmer, John Palmer,
S Skillen and N Trimble

IN ATTENDANCE IN CHAMBER:

Lisburn & Castlereagh City Council

Director of Leisure and Community Wellbeing
Member Services Officers
Technician
IT Officer

IN ATTENDANCE IN REMOTE LOCATION:

Lisburn & Castlereagh City Council

Director of Service Transformation
Head of Service (Building Control)
Head of Human Resources and Organisation Development

Reverend Cheryl Meban

Commencement of the Meeting

As The Right Worshipful the Mayor, Alderman S Martin, was not able to attend the meeting in person, the Deputy Mayor, Councillor T Mitchell, took the chair and conducted the business on the agenda.

At the commencement of the meeting, the Deputy Mayor, Councillor T Mitchell, welcomed those present to this meeting of Council, which was being live-streamed to enable members of the public to hear and see the proceedings. He particularly welcomed members of Lisburn Castlereagh Youth Council who were in attendance at Lagan Valley Island this evening and watching the meeting on livestream.

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

The Director of Leisure and Community Wellbeing, outlined the evacuation procedures in the case of an emergency. The Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting.

At this point, the Deputy Mayor, Councillor T Mitchell, invited The Right Worshipful the Mayor, Alderman S Martin, to address the meeting.

The Right Worshipful the Mayor, Alderman S Martin, explained that he was attending the meeting remotely as he currently had Covid-19. He thanked the Deputy Mayor for chairing the meeting on his behalf and also associated himself with the welcome extended to members of Lisburn Castlereagh Youth Council. He hoped the young people found this opportunity helpful with their ongoing awareness of what the Council did and stated that working with the Youth Council would benefit the Council in terms of how it delivered its services.

Prayers

The Right Worshipful the Mayor, Alderman S Martin, expressed condolences in relation to the following bereavements:

- Cecil McIlroy, brother of Brian McIlroy, Waste and Operational Services Team;
- Victor Reid, father of the Mayor's Chaplain, Reverend Cheryl Meban; and
- Morton McKnight, a local man who had contributed greatly to sporting life in Lisburn over many decades, having been former Chairman of Lisburn Distillery Football Club and also an Irish Football Association stalwart.

The Right Worshipful the Mayor, Alderman S Martin, welcomed his Chaplain, Reverend Cheryl Meban, Presbyterian Chaplain at Ulster University, to the meeting. Reverend Meban gave an address during which she too remembered the bereaved families referred to by the Mayor. Alderman Martin thanked Reverend Meban for her attendance and she left the meeting.

Alderman A Grehan left, and returned to, the meeting during Reverend Meban's address (7.08 pm and 7.11 pm respectively).

1. Business of The Right Worshipful the Mayor

1.1 Mayor's Engagements

The Council noted a number of engagements attended by The Right Worshipful the Mayor, Alderman S Martin, and the Deputy Mayor, Councillor T Mitchell, since the last meeting of Council.

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1. Business of The Right Worshipful the Mayor (Contd)

In particular, the Mayor highlighted:

- a reception he had held for local lady, Mrs Jane Wells, who had been awarded an MBE in the Queen's New Year's Honours List for services to the public relations industry, to the economy and to the community in Northern Ireland. Mrs Wells had been the bid writer for Lisburn City Status in 2002. The Mayor had great pleasure in hearing about her work with the Mayor at that time, Alderman W J Dillon, and other Elected Members on the cross-party working group that had been established to deliver City Status for Lisburn. Mrs Wells had kept three of the bid documents and had gifted one to the Council; this would be kept in the Lisburn Museum for posterity. Alderman W J Dillon also spoke in respect of the phenomenal job Mrs Wells had done in helping Lisburn achieve City Status and thanked the Mayor for having hosted a reception to recognise Mrs Wells' award of MBE;
- a visit by the Secretary of State for Northern Ireland, Mr Brandon Lewis, to Dundonald International Ice Bowl (DIIB), as approximately £12m had been awarded from the UK Government's Levelling Up Fund for redevelopment of DIIB. The Mayor thanked Officers who had been involved in securing this investment;
- a reception he had held for Mr Fleming Keery, who had walked close to 10,000 miles around the Carryduff/Four Winds/Newtownbreda area to highlight the Lifeline Charity. The Mayor advised that he had invited Mr Keery to walk in the Mayor's Parade in May;
- a visit to Tonagh Community Group, amongst others, to support the Ukrainian Donation Drive. The Mayor stated that he had been extraordinarily impressed by the efforts of so many across the community – through schools, community groups, churches or individually – to support those in need arising from the Ukrainian crisis. He also referred to the efforts of Colin Tinsley, brother of Alderman J Tinsley, in this regard;
- Council employee, Stephen Toal, having now completed marathons in all seven continents;
- International Women's Day had been celebrated this month and the Mayor put on record his thanks to the Communities Team, the Economic Business Relations Team and the Human Resources Team for all they had done in terms of the Council's International Women's Day events; and
- this was the Council's E Learning Week. The Council had spent significant time and effort in terms of providing its workforce with the tools to upskill. A lot of the resources were also available to Elected Members.

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman O Gawith, Councillor S Lee, the Chief Executive, Director of Environmental Services and Director of Finance and Corporate Services.

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3. Declarations of Interest

Councillor D J Craig declared an interest in Item 7.1 'Signing of Legal Documents', bullet point 5 (Lisburn and Castlereagh City Council and the Education Authority), given that he was a member of the Board of the Education Authority in Northern Ireland.

4. Council Minutes

It was proposed by Alderman J Baird, seconded by Alderman A G Ewart and agreed that the minutes of the meeting of Council held on 22 February, 2022 be confirmed and signed.

5. Matters Arising

Councillor N Anderson expressed his thanks to all Members, as well as staff, who had offered their condolences on the passing of Christopher Stalford MLA. Alderman M Henderson also thanked all those who had expressed their condolences on the death of his mother, which had been greatly appreciated.

6. Deputations

There were no deputations.

7. Business Required by Statute

(i) Signing of Legal Documents

It was proposed by Alderman W J Dillon, seconded by Councillor S Lowry and agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and Clearly Kids Limited, 14c Adelaide Park, Belfast BT9 6FX – Lease of Union Bridge Car Park, 88 Bridge Street, Lisburn, County Antrim
- Lisburn and Castlereagh City Council and Department of Health of Castle Buildings, Stormont Estate, Belfast County of Down – Contract for Leases for First Floor Bradford Court between Lisburn and Castlereagh City Council and The Department of Health (Urology Inquiry) for open plan office and Chamber
- Lisburn and Castlereagh City Council and Barclays Bank Plc, Donegall House, 7 Donegall Square North, Belfast BT1 5GB – Contract for Provision of Banking Services T19/20-046
- Lisburn and Castlereagh City Council and PWS Ireland Ltd, Greenbank Industrial Estate, Newry, Co Down BT34 2QX – Contract for the manufacture and delivery of street nameplates for LCCC
- Lisburn and Castlereagh City Council and The Education Authority – Land Registry documents for registering the Council's ownership of Derrigahy Primary School, 14 Milltown Park, Lisburn BT28 3TU – (Folio 37600 Entry No 7)

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(i) Signing of Legal Documents (Contd)

- Lisburn and Castlereagh City Council and The University of Southampton, National Oceanography Centre, Southampton, European Way, Southampton SO14 3ZH – Contract for Northern Ireland Radiochemical Analysis and Related Interpretation of Analytical Data
- Lisburn and Castlereagh City Council and R&M Greenkeeper Ltd, Unit C1, Kilcronagh Business Park, Cookstown, Co Tyrone BT80 9HG – Contract for the Provision of a Residual and Green Waste Haulage Service from Council Household Recycling Centres – Single Tender Action Ref: STA 21/22-047
- Lisburn and Castlereagh City Council and Andrew Boe Independent Arboricultural Consultant, 27 Cherrylands, Newtownabbey BT36 6UA – Contract for Arboricultural Advice
- Lisburn and Castlereagh City Council and Safety Solutions (NI) Ltd, Unit 4, Lissue Industrial Estate East, 9 Lissue Walk, Lisburn BT28 2LU – Contract for Supply and Delivery of Parks and Amenities Staff Uniforms
- Lisburn and Castlereagh City Council and Hi-Tech Security Services, 54 Hillhall Road, Lisburn BT27 5BX – Contract for the Supply of Static Attendants

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

Proposed by Councillor S Skillen

Seconded by Councillor R T Beckett

Page 131, Item 4.4Queen's Platinum Jubilee Working Group Grant Programme

Councillor H Legge, as Chair of the Queen's Platinum Jubilee Working Group, expressed her pleasure and appreciation that all 91 applications to the grant programme had been accepted and, with additional funds being made available, all applicants would receive a maximum of £500 towards events and programmes to mark the Queen's Platinum Jubilee. A wide range of events were being planned and Councillor Legge urged Members to attend any they could, especially those in their own District Electoral Areas.

Councillor Legge stated that, under the excellent management of the Head of Parks & Amenities, a total of 76 trees had been planted across the Council area so far, with the final official planting due to take place this Friday in Maghaberry. She put on record her thanks, and thanks of the Working Group, to the Head of Service and his team for the huge amount of work undertaken to bring the Council to this point at an early stage in the celebrations. Councillor Legge had attended all of the tree plantings to date and looked forward to attending the final planting on Friday.

Verbal Matter – St Patrick's Day TalksCouncillor N Anderson

Councillor N Anderson paid tribute to the Officers who had arranged the two St Patrick's Day talks, which had been well-constructed and well-researched.

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Verbal Matter – Business Games Challenge
Councillor R T Beckett

Councillor R T Beckett referred to the Business Games Challenge having taken place. He, together with the Chairperson of both the Leisure and Community Development Committee and the Development Committee, had attended the launch some time ago. Councillor Beckett had also attended a recent 5-a-side competition in the Lagan Valley LeisurePlex. Councillor Beckett asked that the Director of Leisure and Community Wellbeing pass on the Council's thanks to staff involved in the organisation of the Business Games Challenge.

Councillor Beckett also passed on his congratulations to Council employee, Stephen Toal, for his achievements in running, as referred to earlier by The Right Worshipful the Mayor, Alderman S Martin.

Environmental Services Committee

2 March, 2022

Proposed by Councillor A P Ewing
 Seconded by Councillor C McCready

Development Committee

3 March, 2022

Proposed by Alderman A Grehan
 Seconded by Councillor H Legge

Corporate Services Committee

9 March, 2022

Proposed by Councillor J Laverty
 Seconded by Alderman M Henderson

Page 183, Item 8.4

Centralisation of Registration Services

Councillor M Gregg stated that, whilst he saw the rationale set out in the papers, he disagreed with how the value of the services to those who used them had been measured. A consultation had been carried out and Councillor Gregg had fed into that, as well as constituents and other Members. He requested that this decision be reviewed in six months and in one year, with details being reported back to the Committee regarding any complaints about the transition to digital services.

In response to Councillor Gregg's comments, the Chairman of the Corporate Services Committee, Councillor J Laverty, advised that the equality screening document stated that whilst mitigations were already in place for service users who had additional needs, further mitigations would be considered if the relocation presented difficulties for any groups or service users. He agreed that a report would be brought to the Corporate Services Committee in six months in relation to how the service was operating, key statistics and/or any challenges faced. Councillor Laverty pointed out that there was not an online service at present. Temporary arrangements were in place to register deaths by telephone and to exchange documents with relevant parties by email.

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Governance and Audit Committee

Proposed by Councillor John Palmer

Seconded by Alderman J Baird

Page 187, Item 3.1Party Group Leaders Forum

The Chairman of the Governance and Audit Committee, Councillor John Palmer, stated that the above item was not being presented for ratification this evening, as it was subject to the legal procedure associated with a call-in. Members would be advised of the outcome of legal opinion in due course.

Planning Committee**7 February, 2022**

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

9. Report from Chief Executive

There were no reports from the Chief Executive.

10. Reports from Members on Boards

There were no reports from Members of Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure

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

12. Notice of Motion

There were no Notices of Motion.

The Deputy Mayor, Councillor T Mitchell, stated that Any Other Business would be considered at this juncture.

13. Any Other Business13.1 Hillsborough Addressing Issue – Request for Delegated Authority

The Deputy Mayor, Councillor T Mitchell, referred to support from the Member Royal Hillsborough Working Group for a revised proposal of Royal Hillsborough addressing boundary, following discussions with Land and Property Services

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13.1 Hillsborough Addressing Issue – Request for Delegated Authority (Contd)

(LPS). The revised boundary for Royal Hillsborough was on the basis of inclusion of properties where access lanes or direct access to a roadway fell within the Hillsborough settlement area. In view of the urgency in issuing rates bills by LPS, it was proposed by Alderman J Tinsley, seconded by Alderman J Baird and agreed that delegated authority be granted to the Environmental Services Committee, at its April meeting, to consider this issue.

13.2 arc21 Update Alderman D Drysdale

Alderman D Drysdale referred to a recent episode of Spotlight in which a confidential document had been presented suggesting that Antrim and Newtownabbey Borough Council would be leaving arc21. He stated that no decision had been made by the Councillors, nor had a vote been taken on any such matter. There was no suggestion at this minute in time that that Council would be leaving arc21.

13.3 Resumption of Services for Adults with Special Needs Alderman S P Porter

Alderman S P Porter referred to, and welcomed, correspondence from the South Eastern Health and Social Care Trust advising that it was looking at plans for the resumption of services for adults with special needs. Over the past 1½ years, the Health Working Group, as well as Sir Jeffrey Donaldson MP and Edwin Poots MLA, had met with the Trust regarding the resumption of these services, particularly day centres and short breaks. He welcomed the fact that the Trust would speak to users and carers to make sure this was done in a safe manner. He commended the Trust for having listened to representations made and hoped that the resumption of services would continue at pace.

13.4 Council-Employee Relations Councillor J Laverty

Councillor J Laverty commended the Chief Executive and Directors for their excellent working relationship with staff. As Chairman of the Corporate Services Committee he also extended his thanks to all employees for their engagement with management at this time. These sentiments were echoed by the Deputy Mayor, Councillor T Mitchell.

13.5 International Women's Day Councillor H Legge

Councillor H Legge commended the Council for having organised a wide range of events to mark International Women's Day on 8 March, some of which she had been delighted to attend. All events had been well-attended and enjoyed. She had particularly appreciated being at the event at the Enler Centre, hosted with Ballybeen Women's Centre. Councillor Legge thanked those involved in the organisation of events and stated that she was already looking forward to events next year. She also thanked The Right Worshipful the Mayor, Alderman S Martin, for helping to get the civic building lit up at short notice to mark the day.

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13.6 Resurfacing of Hillsborough Car Park
Councillor John Palmer

Councillor John Palmer expressed his thanks and appreciation to Officers and contractors for the speedy and efficient manner in which the resurfacing of Hillsborough Car Park had been carried out, with very little disruption to village life.

13.7 Tribute to Morton McKnight
Alderman D Drysdale

Further to comments earlier by The Right Worshipful the Mayor, Alderman S Martin, Alderman D Drysdale also expressed his sadness on the passing of Mr Morton McKnight, who had been a very hospitable character, well-known in the football world. The Deputy Mayor, Councillor T Mitchell, echoed Alderman Drysdale's sentiments.

14. Confidential Business

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

In the absence of the Chief Executive, his report was presented by the Director of Leisure and Community Wellbeing.

"In Committee"

It was proposed by Councillor A Swan, seconded by Councillor A P Ewing and agreed that the following items be considered "in committee", in the absence of members of the press and public being present. The live stream of the meeting was paused (7.56 pm).

14.1 Ukrainian Refugee Scheme and Asylum Seeker Humanitarian Crisis

Alderman A G Ewart left the meeting and Councillor A Gowan joined the meeting during consideration of this item of business (8.01 pm and 8.35 pm respectively).

Members having been provided with a report in relation to the above matter, it was proposed by Councillor Jenny Palmer and seconded by Alderman S P Porter that:

- (a) a local coordination team be established to include community planning partners and community voluntary partners;
- (b) funding be allocated from uncommitted Department for Communities monies, as outlined in the report; and
- (c) Officers explore wider resource requirements to support Ukrainian refugees and asylum seekers resettling within the Council area.

The proposal in the name of Councillor Jenny Palmer, seconded by Alderman S P Porter was agreed.

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14.2 Remote Meetings Legislation

The Right Worshipful the Mayor, Alderman S Martin

The Right Worshipful the Mayor, Alderman S Martin, stated that he understood provision had been made for remote meetings to continue in the short term over the period of the election and into the new mandate.

14.3 Engagement of Internal Audit Manager

The Right Worshipful the Mayor, Alderman S Martin

At the request of The Right Worshipful the Mayor, Alderman S Martin, it was agreed that a report be brought to the next meeting of the Corporate Services Committee in respect of the recent engagement of an Internal Audit Manager.

14.4 Online Abuse of Education Staff

Councillor D J Craig

Councillor D J Craig referred to online abuse that was taking place on a daily basis, attacking school principals, senior management staff, teachers and Boards of Governors. Having stated that there was no policy to support schools in this situation, Councillor Craig requested, and it was agreed, that the Council write to the Permanent Secretary and the Minister for Education requesting that a proper policy be put in place for schools to provide appropriate support in such circumstances.

Resumption of Normal Business

It was proposed by Councillor A Swan, seconded by Alderman J Baird and agreed to come out of committee and normal business was resumed. The live stream of the meeting was recommenced at this stage (9.06 pm).

Conclusion of the Meeting

At the conclusion of the meeting, the Deputy Mayor, Councillor T Mitchell, thanked those present for their attendance. He also thanked Officers present for their assistance. Councillor J McCarthy congratulated the Deputy Mayor on how he had chaired the meeting.

There being no further business for consideration, the meeting was terminated at 9.07 pm.

Mayor

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, and remotely, on Tuesday 5th April 2022 at 5:30pm

PRESENT: Councillor S Skillen (Chairperson)

The Right Worshipful the Mayor, Alderman S Martin

Aldermen A Grehan and J Tinsley

Councillors N Anderson, D J Craig, A Gowan and A McIntyre.

PRESENT IN A REMOTE LOCATION: Deputy Mayor Councillor T Mitchell and Councillors R T Beckett, R Carlin, M Guy, Jenny Palmer, John Palmer and Hon N Trimble.

IN ATTENDANCE: Lisburn & Castlereagh City Council
 Director of Leisure and Community Wellbeing
 Head of Communities
 Head of Parks and Amenities
 Head of Sports Services
 Member Services Officers (BF & EW)
 Technician
 IT Support

Commencement of Meeting

The Chairperson, Councillor S Skillen, welcomed everyone to the meeting and reminded attendees that, in accordance with the Council's Standing Orders, unauthorised recording was not permitted. The Director of Leisure and Community Wellbeing read the safety announcement and the Member Services Officer read out the names of the Elected Members and officers in attendance.

1. Apologies

Apologies were reported on behalf of Councillors D Honeyford and S Hughes.

2. Declarations of Interest

In respect of items 3.1 and 3.2, Community Support Grant Aid 2022/23 and Communities Festivals' Funding 2022/23, the Chairperson declared non-pecuniary interests in that she was a member of a sub-group of the Ballybeen Improvement Group, which had applied for funding under the schemes.

Councillor John Palmer declared a non-pecuniary interest in item 3.1, Community Support Grant Aid 2022/23, in that he was associated with Hillsborough Village Centre, which had applied for funding under the scheme.

Regarding item 3.4, Consultation Responses – Education Authority Northern Ireland, Councillor D J Craig declared a pecuniary interest in this matter as he was a member of the Board of the Education Authority.

3. Report of the Head of Communities

3.1 Community Support Grant Aid 2022/23

(The Chairperson, Councillor S Skillen, withdrew from the meeting whilst items 3.1 and 3.2 were under discussion. Councillor John Palmer withdrew from the meeting for item 3.1).

(The Deputy Chair, Councillor R T Beckett, in the Chair).

The Committee was reminded that applications for support under the Community Support Grant Aid scheme for 2022/23 had closed on 21st February. That programme formed part of the Council's overall Community Support Programme, which had been in receipt of financial assistance from the Department for Communities. The total amount had not, as yet, been confirmed by the Department for the current financial year, however, traditionally this had been in the region of £165,000 for that element of the programme.

The Head of Communities reported that 74 applications had been received and assessed by a panel against a pre-agreed criteria, in respect of which 71 had been deemed successful. She advised further of an amendment to the previously circulated report and appendix, in respect of the application received from Aghalee Village Hall, which had been in the sum of £5,500, and, therefore, would have an impact on the overall amounts outlined in the options presented in the paper.

Accordingly, the Head of Communities outlined three options for the Committee to consider, as amended, and set out below:

- option 1 - to fund all eligible applications based on their weighted score following assessment totalling £244,812, which would require an additional allocation of £79,812; or
- option 2 - to fund all eligible applications with a further weighting of their weighted allocation following assessment totalling £192,541, which would require an additional allocation of £27,541; or
- option 3 - to fund all eligible applications reduced by 32.4% of their weighted allocation in order to remain within the £165,493 budget.

The Committee was informed that, should it agree to adopt either option 1 or option 2, the additional financial contribution required would be sourced, as a one-off intervention, given the rise in living costs and recovery from the pandemic, from within the Covid-19 recovery funds allocated previously to the Council by the DfC.

A number of Members referred to the current adverse financial circumstances under which community groups operated, given the unprecedented rise in both fuel and utility costs. Members also articulated the challenges groups were facing due to the impact of Covid-19. As such, there was a consensus that the Committee should endorse the maximum level of support as proposed within option 1.

After discussion, it was proposed by Councillor N Anderson, seconded by Councillor D J Craig, and agreed that the Committee adopt option 1 as set out within the report, in accordance with the course of action outlined by the Head of Communities.

3.2 Communities Festivals Funding 2022/23

(Councillor John Palmer returned to the meeting at this point).

The Head of Communities reminded the Committee that the Council and the Department for Communities (DfC) jointly-funded the above-mentioned fund. She added that DfC had, as yet, not issued letters of offer to councils since the budgetary allocations for 2022/23 had still to be agreed and finalised.

The scheme had been open for applications from 24th January to the 21st February, and it was reported that 27 applications had been received, all of which had been deemed eligible for support under the fund. The total amount requested was £82,075, which was £27,075 in excess of the Council's indicative budget of £55,000.

Accordingly, the Head of Communities outlined three options for the Committee to consider, as set out below:

- option 1 – to fund all eligible applications (without weighting) at the amount deemed eligible following assessment totalling £82,075, which would require an additional allocation of £27,075; or
- option 2 - to fund all eligible applications at their weighted allocation following assessment totalling £66,213.35, which would require an additional allocation of £11,213.35; or
- option 3 - to fund all eligible applications reduced by 17% of their weighted allocation in order to remain within the £55,000 budget.

The Committee was informed that, should it agree to adopt either option 1 or option 2, the additional financial contribution required, would be sourced, as a one-off intervention due to the rise in living costs and the impact of Covid-19, from within the Covid-19 recovery funds allocated previously to the Council by the DfC.

There was a consensus among Members that, given the unprecedented rise in both fuel and utility costs and the impact of Covid-19, the Committee should endorse the maximum level of support as proposed within option 1.

After discussion, it was proposed by Councillor D J Craig, seconded by Councillor N Anderson, and agreed that the Committee adopt option 1 as set out within the report, subject to the course of action outlined by the Head of Communities.

3.3 Minutes of the Queen's Platinum Jubilee Working Group

(The Chairperson, Councillor S Skillen, in the Chair).

It was agreed that the Committee note the contents of the minutes of the Council's Queen's Platinum Jubilee Working Group of 9th February 2022.

3.4 Consultation Responses – Education Authority Northern Ireland (EANI)

(Councillor D J Craig left the meeting whilst this item was under discussion).

The Head of Communities outlined the principal aspects of two responses which had been drafted in response to the EANI's consultation exercises which sought views on the following two matters:

- Planning for Sustainable Provision: Draft Strategic Area Plan 2022/27; and
- Planning for Special Education Provision: Draft Strategic Area Plan 2022/27.

She indicated that the responses had emphasised a number of issues. In particular, the Council had highlighted the need for EANI to consider the wider use of schools' premises for community-based initiatives; the need also for a partnership approach to be adopted in the development of the plans; and the requirement for further clarity on the level of investment anticipated and its associated budget.

After discussion, it was proposed by Councillor N Anderson, seconded by Councillor A Gowan, and agreed that the Committee endorse the consultation responses for their onward submission to the EANI in draft format, subject to Council ratification on 26th April.

It was noted that the draft responses would be amended to reflect the inclusion of comments, which had been made by Councillor N Anderson, regarding the requirement for the EANI to enhance remote learning opportunities for all children due to barriers to participation which had been evident during the pandemic, resulting in some children being left behind.

4. Report of the Head of Parks and Amenities

4.1 Request from City Centre Ministers' Group

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

The Head of Parks and Amenities reported that a request had been received from the above-mentioned organisation to hold a multi-denominational religious service/picnic in Wallace Park on a Sunday during the summer, on a date as yet to be identified. He added that, should the Committee accede to the request, it would be necessary that the relevant bye-law precluding the holding of religious ceremonies in Council parks be set aside for that purpose.

The Committee, on the proposal of Councillor N Anderson, which was seconded by Councillor A Gowan, agreed to accede to the request and agreed further that the relevant bye-law be set aside on this occasion to enable the service to take place.

(The Worshipful Mayor Alderman S Martin joined the meeting at 6:00pm).

5. Report of the Head of Sports Services

5.1 Dundonald International Ice Bowl – Request for the Use of the Ice Rink

The Committee was advised that a request had been received from the Hockey Education Reaching Out Society (Ireland) Programme seeking the use of the ice rink in Dundonald International Ice Bowl from 8th to 12th August inclusive.

The Head of Sports Services explained that the organisation sought to promote life skills and empower marginalised young persons through ice hockey and operated on a cross-community and cross-border basis. He reminded Members that the Council had approved the complimentary use of the ice rink for the organisation since 2007, but, given Covid-19 restrictions, the programme had not been held in 2020 and 2021. He pointed out that the request, if approved, would have a minimal impact on the existing programme at the site.

Accordingly, the Head of Sports Services recommended that the Committee approve the complimentary use of the ice rink on the dates outlined and he recommended further that authority be delegated to him to consider and any future requests received in this regard.

The Committee, on the proposal of Alderman A Grehan, which was seconded by Councillor N Anderson, agreed to adopt the recommendations of the Head of Sports Services.

6.0 Confidential Report of the Director of Leisure & Community Wellbeing

The Chairperson advised that the reasons for confidentiality were by virtue of the Local Government Act (2014) Northern Ireland, specifically for the reasons as set out in the agenda.

“In Committee”

It was proposed by Councillor DJ Craig, seconded by Councillor A Gowan, and agreed that the confidential report of the Director of Leisure and Community Wellbeing be considered “in committee” in the absence of members of the press and public being present.

(Councillor A Gowan left the meeting at 6:05pm).

6.1 Sam McBratney Digital Art and Literature Trail (Report will not be unrestricted)

It was moved by Councillor N Anderson, seconded by Alderman J Tinsley, and agreed that the Committee note the outcome of the above-mentioned tendering exercise and award of contract, together with the comments by the Head of Communities thereon.

6.2 Dundonald International Ice Bowl – Temporary Closure and Maintenance (Report to be made available following July Council meeting)

It was proposed by Councillor D J Craig, seconded by Councillor N Anderson, and agreed that Committee adopt the recommendation of the Head of Sports Services as outlined within his report.

6.3 Facility Closures and Changes to Operational Hours (LeisurePlex)
(Report will not be unrestricted)

It was proposed by Councillor D J Craig, seconded by Councillor N Anderson, and agreed that the Committee approve the recommendation of the Head of Sports Services in respect of the above-mentioned matter.

6.4 Sports Services Catering Contract – Update
(Report will not be unrestricted)

The Committee noted an update which was provided by the Director in respect of the above-mentioned matter and noted further that a report in this regard would be submitted in due course for consideration.

(Councillor M Guy left the meeting at 06:15pm).

6.5 Antisocial Behaviour at Tom Robinson Park

In response to a query which was raised by Councillor D J Craig, the Head of Parks and Amenities gave an update on the steps being taken to address antisocial behaviour at the above-mentioned site. The Director undertook to follow the matter up through the Policing and Community Safety Partnership.

6.6 Grove Activity Centre

Alderman A Grehan placed on the record several queries and requested updates in relation to the pilot community asset transfer process at the above-mentioned centre. In particular, she sought clarity on the engagement process and the projected timescales for the completion of the transfer.

In response, the Director and the Head of Sports Services provided updates and it was noted that a report would be submitted to the Committee in due course.

6.7 Commonwealth Games 2022

The Committee noted the comments of Head of Sports Services in relation to the Council area being used as a training base for teams competing at the 2022 Commonwealth Games in Birmingham.

“Resumption of Normal Business”

It was proposed by Councillor D J Craig, seconded by Councillor N Anderson, and agreed to come out of Committee and normal business be resumed.

7. Any Other Business

7.1 Magheragall District LOL – Infrastructure Support

Alderman J Tinsley reminded the Committee that, at its meeting on 7th January, 2020, it had agreed to provide infrastructure support to the Magheragall District Orange Lodge in

the hosting of the 2020 12th July celebrations, together with the annual parish church event in Magheragall. He pointed out that both events had been cancelled due to the pandemic, and requested that the support as agreed previously be provided in 2022.

The Committee agreed to affirm its decision of 7th January, 2020, and agreed that the Council provide infrastructure support for both events as outlined.

7.2 St Patrick's Day Civic Events

Councillor N Anderson placed on the record his thanks to the Council's Museum Team for the work which they had undertaken in the delivery of the St Patrick's Day events.

7.3 Hillsborough Community Fun Day and Jubilee Church Services

Councillor John Palmer placed on the record his thanks to the Head of Parks and Amenities and his staff for the work which had been undertaken in relation to the Hillsborough Community Fun Day. In addition, the Head of Communities clarified a matter relating to the hosting of church services in Hillsborough on 3rd June, 2022.

7.4. Mr Mike Hannon

The Right Worshipful the Mayor, Alderman S Martin, informed the Committee that Mr Mike Hannon had been made honorary freeman by Warrington Council. He referred to Mr Hannon's term as Mayor of Warrington in 1994/95, when he had established a number of relationships which had focused on peace and reconciliation in Northern Ireland, in particular with Crewe United FC and the then Lisburn Borough Council.

7.5 Mr Bede Corry

The Right Worshipful the Mayor, Alderman S Martin, referred also to an event he had attended earlier that day at the Lisburn Museum, which had been attended by Mr Bede Corry, the New Zealand High Commissioner to the United Kingdom. The Mayor placed on the record his thanks to the Council's Museum Team who had ensured that the event had proved to be a success.

There being no further business, the meeting ended at 6:45pm.

Mayor/Chairperson

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of the Remote Meeting of the Environmental Services Committee held on Wednesday, 6 April, 2022 at 6:00 pm**PRESENT IN CHAMBER:**

Councillor A P Ewing (Chairman)

Councillor C McCready (Vice- Chairman)

Alderman J Baird

Councillors A Givan, H Legge, S Lee and A McIntyre

PRESENT IN REMOTE LOCATION:The Right Worshipful the Mayor
Alderman S Martin

Councillors N Anderson, M Gregg, S Lowry and S Skillen

IN ATTENDANCE:**In Chamber:**Director of Environmental Services
Head of Service (Building Control)
Waste Policy and Development Manager
IT Officer
Technician
Member Services Officers**In Remote Location:**

Head of Service (Environmental Health)

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor A P Ewing, welcomed those present to the remote meeting of the Environmental Services Committee, which was being live streamed to enable members of the public to hear and see the proceedings.

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

The Chairman, Councillor A P Ewing, stated that, whilst the meeting was being live streamed, unauthorised recording was not permitted, as per the Council's Standing Orders. He asked that mobile phones be put on silent or switched off for the duration of the meeting and proceeded to outline the evacuation procedures in the case of an emergency (during which Councillor N Anderson joined the meeting at 6.04 pm).

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1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen M Henderson MBE and S P Porter, Councillors S Eastwood and R McLernon and the Head of Service (Waste Management and Operational Services).

2. Declarations of Interest

There were no declarations of interest.

3. Report from Head of Service (Building Control)

3.1 Street Naming – Off Saintfield Road, Lisburn

The Head of Service (Building Control) reported that Viewpoint Developments Ltd had proposed names (first and second preference), as set out in his report, for a development of 27 dwellings situated off Saintfield Road, Lisburn.

Members were provided with copy of the development layout and were advised that the request met the requirements of the Council's Street Naming Policy in that the names proposed were in keeping with existing approved street names in the vicinity and the topography of the site location.

Building Control Service having received no objections to the proposed names from Elected Members of the relevant District Electoral Area, nor the Royal Mail Address Management Team, it was proposed by Councillor C McCready, seconded by Councillor A Givan and agreed to recommend that the name Plantation View be approved for this development of 27 dwellings off Saintfield Road, Lisburn.

4. Report from Head of Service (Environmental Health)

4.1 Application to Extend Dfl Off-Street Car Parking Contract

Members were reminded that off-street car parking enforcement was being carried out through a contract with Transport NI of the Department for Infrastructure (Dfi) and being delivered on the ground by NSL. Eight councils were progressing with a collaborative enforcement and PCN processing tender led by Ards & North Down Borough Council. However, for a number of reasons, as referred to in the Head of Service's report, the progressing of alternative service delivery would not be completed within the agreed timeframe. It was, therefore, proposed by Councillor S Lee seconded by Alderman J Baird and agreed to recommend that approval be given to a one year extension (to 31 October, 2023) of the existing Dfl contract to ensure all elements of the new contract tender were adequately addressed.

Councillor S Lowry joined the meeting at this point (6.08 pm).

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4.2 DVLA Web Enabled Enquiry System (WEE System) Contract

Members were advised that the Environmental Health Enforcement Section was responsible for investigating environmental crime. In order to instigate an investigation, Officers were sometimes required to obtain the details of the keeper of a vehicle which had been identified as being involved in such a crime. These “keepers” details were obtained by an authorised Officer of the Council who had been granted permission by the Driver and Vehicle Licensing Agency (DVLA) to access its Web Enabled Enquiry System (WEE System). This service with DVLA, for which there was a Contractual Agreement, had been in place since 2014 and was now due for renewal. Members having been provided with a copy of the DVLA WEE System Contract, it was proposed by Councillor M Gregg, seconded by Councillor S Lee and agreed to recommend that approval be given to the signing of the Agreement between Lisburn & Castlereagh City Council and the DVLA, subject to the contract being amended to reflect that the WEE Link was located at Lagan Valley Island rather than Bradford Court.

4.3 Rubys, Dundonald Entertainment Licence Extension

Councillor S Skillen joined the meeting during consideration of this item of business (6.15 pm).

The Committee was reminded that, at its meeting held on 6 October, 2021, it had been agreed to grant an Entertainment Licence for 6 months to Ruby’s (Hog & Goat), Dundonald, valid from 12 November, 2021 to 11 May, 2022. The Head of Service set out in his report an update in respect of issues that had arisen since November 2021 and Members were provided with a number of pieces of correspondence in this regard. Following discussion, during which the Head of Service responded to a number of queries raised, it was proposed by Councillor N Anderson, seconded by Councillor S Skillen and agreed to recommend that, in order to allow ongoing investigations to be concluded and an opportunity for the licensee to address any resultant recommendations, the Entertainment Licence for Ruby’s Dundonald be extended for a further 6 months.

The Head of Service noted comments around the benefit of the day being recorded on the information relating to Noise App recordings, given that licensing regulations were different for some days of the week and this would impact any enforcement actions taken.

5. Report from Head of Service (Waste Management and Operational Services)

In the absence of the Head of Service (Waste Management and Operational Services), his report was presented by the Waste Policy and Development Manager.

5.1 Consultation on the Introduction of Mandatory Digital Waste Tracking

Members were reminded that delegated authority had been granted to this meeting of the Committee to consider and approve the draft response to the above consultation, the closing date for submission of which was 15 April, 2022.

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5.1 Consultation on the Introduction of Mandatory Digital Waste Tracking

Members having been provided with a copy of the draft response, it was proposed by Councillor N Anderson, seconded by Alderman J Baird and agreed that:

- (a) Members note the potential implications of mandatory digital waste tracking on Council waste management operations, as set out in the Head of Service's report and which had been reflected in the draft response; and
- (b) approval be given to the draft response.

Members thanked Officers involved in the preparation of this draft response.

6. Confidential Business

The matters contained in the confidential report would be dealt with "In Committee" due to containing information (a) relating to the financial or business affairs of any particular person (including the Council holding that information); (b) which is likely to reveal the identity of an individual; and (c) relating to any individual.

"In Committee"

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

The live-stream was paused at this point (6.35 pm).

6.1 Extension to Contract for Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste (Lot 2) (Report will not be made available)

Members were reminded that delegated authority had been granted to this meeting of the Committee to consider and approve the extension of the current contract for street sweepings. It was proposed by Alderman J Baird, seconded by Councillor A Givan and agreed that:

- (a) approval be given to the extension of Lot 2 of the above contract, as set out in the Director's report; and
- (b) it be noted that delegated authority had been granted to the arc21 Chief Executive regarding consideration of any variation request.

6.2 Royal Hillsborough – Addressing Boundary (Report to be made available following April Council meeting)

Delegated authority having been granted to the Committee to consider this matter, it was proposed by Alderman J Baird, seconded by Councillor C McCready and agreed that:

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6.2 Royal Hillsborough – Addressing Boundary (Contd)

- (a) the 'Royal Hillsborough' address be applied to the additional properties indicated in the documentation provided and submitted to Land & Property Services (LPS) to update the Pointer address management system;
- (b) that this matter be reviewed annually; and
- (c) a 'Royal Hillsborough' boundary sign be erected in Culcavy.

Verbal Matter

6.3 Mullaghglass Odour Complaints

The Head of Service (Environmental Health) gave a verbal update in respect of Mullaghglass odour complaints and advised that a written update would be provided to Members.

Resumption of Normal Business

It was proposed by Councillor S Lee, seconded by Councillor A McIntyre and agreed to come out of committee and normal business was resumed. The livestream was resumed at 6.50 pm.

7. Any Other Business

7.1 May Committee Meeting Chairman, Councillor A P Ewing

The Chairman, Councillor A P Ewing, reminded Members that the next meeting of the Committee, due to take place on 4 May, would commence at the earlier time of 5.30 pm in order to facilitate the Development Committee which was also taking place that evening.

7.2 Thanks to Altona Staff Chairman, Councillor A P Ewing

The Chairman, Councillor A P Ewing, expressed his thanks to staff at the Central Services Depot at Altona for having addressed a number of issues highlighted by local residents, in an efficient and helpful manner. There had been excellent feedback from the public and Councillor Ewing asked that the Director of Environmental Services convey these sentiments to Altona staff.

7.3 Kerbside Project and Waste Transfer Facility Outline Business Case Chairman, Councillor A P Ewing

The Chairman, Councillor A P Ewing, advised that reports in respect of the above matters would be considered at the May meeting of the Committee and encouraged Members' full attendance at that meeting.

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7.4 Street Signage
Councillor C McCreedy

At the request of Councillor C McCreedy, the Head of Service (Building Control) gave a verbal report in relation to the process for ordering and erecting street signage. He asked that Members advise him of any signs they had concerns about.

There being no further business, the meeting was terminated at 6.55 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the proceedings of the Development Committee Meeting of Lisburn & Castlereagh City Council held in the Civic Centre, Lisburn, BT27 4RL on Thursday, 7 April 2022 at 6.00 pm****PRESENT IN
THE CHAMBER:**

Alderman A Grehan (Chairperson)

Councillor H Legge, (Vice Chairperson)

The Right Worshipful the Mayor,
Alderman S Martin

Aldermen D Drysdale and A G Ewart MBE

Councillors A Givan, C McCready, R McLernon and A Swan

**PRESENT IN A
REMOTE LOCATION:**

Councillors M Guy, G McCleave, R McLernon and Jenny Palmer

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

Director of Service Transformation

Head of Economic Development

Head of Assets

Head of Planning & Capital Development

Portfolio Manager

Member Services Officer

Member Services/PCSP Administrative Assistant

Commencement of Meeting

The Chairperson, Alderman A Grehan extended a welcome to all present to the April meeting of the Committee. The Chairperson advised that the meeting was being live streamed to enable members of the public to hear and see the proceedings and extended a welcome to those watching on the livestream.

At this point, Member Services/PCSP Administrative Assistant read out the names of the Elected Members in attendance at the meeting.

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

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

Commencement of Meeting (Cont'd)

of the meeting and proceeded to outline the evacuation procedures in the case of an emergency.

Councillor M Guy joined the meeting during the safety announcements (6.93 pm).

1. Apologies

It was agreed to record apologies for non-attendance at the meeting on behalf of the Deputy Mayor, Councillor T Mitchell, and Councillor Carson, J Gallen and D Honeyford.

2. Declarations of Interest

The Chairperson invited Members to declare any Conflicts of Interest they might have in relation to the business of the meeting and reminded them of the requirement that they complete Declaration of Interest forms in this regard, which had been provided at the meeting.

Councillor C McCready declared an interest in item 4.2 Lagan Navigation Trust – Navigation House – Business Case Assessment Outcome and proposed way forward in view of his membership of the Board of Lagan Navigation Trust.

During the course of the meeting Alderman D Drysdale declared an interest in item 4.2 Lagan Navigation Trust – Navigation House – Business Case Assessment Outcome and proposed way forward in view of his former membership of the Board of Lagan Navigation Trust.

3. Report by the Head of Economic Development

3.1 On-Street Residential Chargepoint Scheme

The Committee considered a report by the Head of Economic Development in relation to further progress of the On-Street Residential Chargepoint Scheme.

The report circulated outlined the background and key issues in connection with the scheme, including the financial implications for the Council. The report detailed the criteria for identifying locations for the EV chargers as stipulated by OZEV through the On-Street Residential Chargepoint Scheme (ORCS).

A copy of the final draft EV Charger locations to be submitted to NIE had been appended to the report circulated.

The Head of Economic Development advised that due to time constraints associated with the submission of the application, Officers would update Members on progress on a DEA basis outside the Committee structure.

3.1 On-Street Residential Chargepoint Scheme (Cont'd)

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

- a) the update report on the On-Street Residential Chargepoint Scheme, which would be subject to further consideration once the business case has been developed, be noted
- b) the updated proposed EV charger locations as set out in the appended document be agreed and that the locations be submitted to NIE for evaluation,
- c) the final list be submitted to Derry City and Strabane District Council for inclusion in the ORCS application, and
- d) the approach that Officers update Members on the progress of the scheme on a DEA basis, as outlined above, be approved.

At the request of a Member, the Head of Economic Development undertook to follow up on the request that Main Street, Glenavy be included in the list of locations for a residential EV charger.

The Director reminded Members that this was not a final investment decision and that a business plan would be brought back for Members' consideration.

3.2 Labour Market Partnership formation and planning - Update

The Head of Economic Development's report set out the background and key issues in relation to an update on the Labour Market Partnership initiative.

The Head of Economic Development advised that the Action Plan had been submitted and re-submitted to the Department for Communities for staged assessments in October, November 2021, January 2022 and February 2022. Furthermore, the Department had now confirmed that the Action Plan submitted on 25th February 2022 had been approved by the Department's Contract Management Team for submission to the Regional Labour Market Partnership which was the oversight mechanism for LMPs across Northern Ireland. The Head of Economic Development advised further that the Action plan had been considered by the Regional LMP at a meeting on the 28th March 2022, a copy of which had been circulated to the Committee.

The Head of Economic Development advised that a letter of offer for the 2022-2023 year (or part thereof) was anticipated to follow in April 2022 for programme expenditure. It was also noted that the uncertainties around budget allocations in Stormont were once more creating uncertainties in the approach DfC would take in rolling out this initiative. The Committee had been circulated with a copy of a letter dated 29 March 2021 from DfC outlining these budget uncertainties.

It was proposed by Vice Chairperson, Councillor H Legge, seconded by Alderman A G Ewart, and agreed to recommend that:

3.2 Labour Market Partnership formation and planning – Update (Cont'd)

- a) the final draft Action Plan, as circulated, be approved
- b) the procurement processes are initiated on the basis of the attached Action Plan in advance of receipt of the Letters of Offer, and according to the indicative funding allocations associated with each priority area, as set out in the report circulated, and
- c) no contracts be awarded until the Letters of Offer had been signed, processed and all necessary conditions fulfilled.

At this juncture the Chairperson, Alderman A Grehan, having referred to the forthcoming departure of the Council's Programme Manager from the Council's employment paid tribute to the work of the Programmes Manager on having progressed a number of significant rural development projects since her appointment. It was agreed to recommend that a letter of thanks and best wishes from the Committee be sent to the Programmes Manager for her future endeavors.

3.3 Urban Investment Grant – Third and Further Calls

The Head of Economic Development outlined the background and key issues in connection with the Urban Investment Grant's third and further calls, such grants having been made available through the Covid19 Revitalisation funding initiative with further support from the Council.

The Head of Economic elaborated on the success of the first two calls under this grant scheme in particular in relation to the hospitality and tourism sectors as well as the City Centre retail offering.

The Head of Economic Development advised that if a new scheme was to be released the guidelines issued could be tailored to prioritise businesses and sectors that are underrepresented currently in our urban centres. This would be done in the context of the Council's Investment Programme. It was suggested that further calls could be advertised on a rolling basis whenever sufficient demand from eligible third parties was confirmed. Included in any new scheme would be any recommendations emerging from the recently commission internal audit.

The Director of Service Transformation responded to questions from a Member in connection with a suggestion on how to attract successful traders to Lisburn City Centre and committed to bringing back a paper for consideration in the near future.

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

- a) the success of the first and second call of the Urban Investment Fund be noted,
- b) further calls to establish demand on a rolling basis, subject to funding availability, be progressed, and

3.3 Urban Investment Grant – Third and Further Calls (Cont'd)

- c) any future Urban Investment schemes to attract businesses especially in priority sectors for our Urban Centres be developed.

3.4 Consultation on NI Executive's new investment strategy & Independent Review of Invest Northern Ireland - Call for Evidence

3.4.1 Infrastructure 2050 – Draft Investment Strategy for NI

The Head of Economic Development outlined the background and key issues in relation to the Northern Ireland Executive's public consultation seeking views on the new draft Investment Strategy for Northern Ireland (ISNI). The draft strategy set out priorities and objectives for investment in infrastructure projects such as new roads, schools, hospitals, social housing, and public transport. The report circulated highlighted the five themes identified under the draft Investment Strategy for Northern Ireland.

The consultation documents and associated consultation questions had been circulated to the Committee which had already been circulated via email on 25th of March providing Members with the opportunity to respond directly via the consultation portal.

The Head of Economic Development advised that Officers were currently drafting the Council response which would be circulated for consideration via email by 8th April 2022 with Members being provided with an opportunity to submit any comments for inclusion in the response by 15th April 2022. Also, due to the tight timeframe a final draft will be circulated to Members via email for further comment prior to submitting to the Executive.

3.4.2 Independent Review of Invest Northern Ireland – Call For Evidence

The Head of Economic Development reminded the Committee that the Economy Minister had announced an Independent Review of Invest Northern Ireland on 26th January. The Review would provide an independent assessment of the organisation's efficiency and effectiveness as well as its capacity to strategically align with, and operationally deliver, the 10X Economic Vision.

It was noted that a call for evidence had been issued on 1st March to seek evidence and opinion on the responsibilities and performance of Invest NI, in order that the needs and ambitions of the different parts of NI were fully reflected in the eventual conclusions. A web link to the summary of the Invest NI 10X Economic Vision (Department for the Economy) had been provided in the report circulated.

Details of the call for evidence had been circulated to Members via email for comment on Friday 25th March providing Members with the opportunity to respond directly via the consultation portal.

It was noted that the Council's draft response had been circulated to Members for comment prior to Committee and that any further comments from Members should be provided to the relevant Officers by 5pm on 11th April 2022.

3.4 Consultation on NI Executive's new investment strategy & Independent Review of Invest Northern Ireland - Call for Evidence (Cont'd)

It was proposed by Councillor A Givan, seconded by The Right Worshipful the Mayor, Alderman S Martin, and agreed to recommend that the course of action outlined in regard to the Draft Investment Strategy for NI (item 3.4.1) and the Independent Review of Invest Northern Ireland – Call For Evidence (item 3.4.2) be approved.

4. Confidential Report by the Director of Service Transformation

The Chairperson, Alderman A Grehan, advised of the reasons for confidentiality in respect of the items contained in the Director's Confidential Report, as outlined on the agenda for the meeting, namely:

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

It was proposed by the Councillor C McCready, seconded by Councillor A Swan, and agreed that the Confidential Business be considered "in Committee" in the absence of press or members of the public.

At this juncture the livestream was stopped for the purpose of consideration of the confidential business at 6.18 pm.

"In Committee"

4.1 Belfast Region City Deal (BRCD) Update (Report to be made available in December 2022)

The Portfolio Manager presented this item of business.

The Director of Service Transformation's update report outlined the background and key issues in relation to the Belfast Region City Deal (BRCD) initiatives. Details of the initiatives to be included in the BRCD were detailed in the report. A number of related appendices had been appended to the Director's Report.

The Director responded to questions and comments from the Committee in connection with issues arising from the report. The Director undertook to pursue further the issue raised in connection with appendix 1(b) paragraph 4 to ensure that the project could be advanced as far as reasonably practicable ahead of the funding agreement so as works contract could be awarded at the earliest opportunity.

4.1 Belfast Region City Deal (BRCD) Update (Cont'd)

It was proposed by Alderman A G Ewart, seconded by Councillor U Mackin, and agreed to recommend that the Director's update report, including the related appended documents, be noted and that the recommendations as outlined be approved in order that the necessary actions be progressed.

It was noted that as the Committee had been minded that Member representation at the UK's Real Estate Investment and Infrastructure Forum was not required – the budget at recommendation number 3 would reduce by £2,000.

4.2 Lagan Navigation Trust – Navigation House & Business Case Assessment Outcome and Proposed Way Forward (Report to be redacted following April 2022 Council Meeting)

Councillor C McCready left the meeting prior to consideration of this item of business (6.42 pm).

The Committee considered a report by the Director of Service Transformation which outlined the background, key issues and financial implications in connection with:

- a) a Business Case Assessment Outcome for Navigation House, and
- b) Lagan Navigation Trust – final draft Business Plan and proposed way forward

The Committee had been furnished with a copy of both the above-mentioned documents.

It was proposed by Councillor A Swan, seconded by Alderman A G Ewart, and agreed to recommend that the Director's recommendations in connection with the Business Case Assessment Outcome for Navigation House and the final draft Business Plan for the Lagan Navigation Trust, as outlined in the report, be approved.

Councillor C McCready returned to the meeting at 6.44 pm.

Alderman A G Ewart left the meeting at 6.44 pm.

4.3 Lisburn Public Realm - Update (Report will not be redacted)

The Committee considered an update report by the Director of Service Transformation in relation to the Lisburn Public Realm matter.

It was proposed by the Councillor C McCready, seconded by Councillor A Givan, and agreed to recommend that the Director's update on the Lisburn Public Realm be noted and that further reports be provided to the Committee as the ongoing matters progressed.

4.4 Citywatch (Formally Lisburn Commerce Against Crime) – Core Funding 2022-2023
(Report to be redacted in April 2023)

The Head of Economic Development presented this item of business.

Alderman A G Ewart returned to the meeting at 6.49 pm.

The Committee considered a report by the Director of Service Transformation outlining the background and key issues in connection with Citywatch Core Funding 2022-2023. A number of relevant documentation had been appended to the Directors report.

The Right Worshipful the Mayor, Alderman S Martin, left the meeting at 6.50 pm.

The Director and the Head of Economic Development responded to comments raised by a Member of the Committee, and noted the concerns raised.

Alderman D Drysdale left the meeting during the Director's contribution (6.53 pm).

It was proposed by Alderman A G Ewart, seconded by the Vice Chairperson, Councillor H Legge, and agreed to recommend that the Director's report, including the appended documentation, be noted and that the recommendations therein be approved.

4.5 Balmoral Show Shell Scheme; Marquees & Associated Equipment – Financial Appraisals
(Report to be redacted in April 2023)

The Director of Service Transformation's report outlined the background and key issues in connection with the procurement of the necessary marquees and associate equipment on a cross-directorate basis on a three-year basis, including the Balmoral Show.

It was proposed by Councillor A Swan, seconded by Councillor A Givan, and agreed to recommend that in order to secure best value for money the financial appraisals, as circulated, be approved in order that the projects could proceed to procurement, the appraisals having been agreed by the Council's Finance team.

4.6 Covid Revitalisation Scheme Parklets – Financial Appraisal
(Report to be redacted in April 2023)

The Director of Service Transformation's report outlined the background and key issues in connection with the financial appraisal for the Covid Revitalisation Parklets Scheme.

4.6 Covid Revitalisation Scheme Parklets – Financial Appraisal (Cont'd)

It was proposed by the Vice Chairperson, Councillor H Legge, seconded by Councillor C McCreedy, and agreed to recommend that the financial appraisal, as circulated, be approved, in order that the procurement and delivery of the Covid Revitalisation Parklets Scheme be progressed.

4.7 Lisburn Light Festival & Christmas Programme Evaluation (Report to be redacted in April 2025)

The Committee considered a report, and appended documents, outlining the background and key issues in connection with the Lisburn Light Festival and the 2021 Christmas Programme Evaluation.

The Director responded to questions from the Committee in connection with the 2022 Light Festival and undertook to take on board the comments raised by Members.

It was proposed by Councillor A Swan, seconded by the Vice Chairperson, Councillor H Legge, and agreed to recommend that the Director's recommendations as set out in the report be approved. In addition, the Director undertook to bring further reports on the proposed distribution of the additional pole mounts across the Council area to the Committee in due course.

Alderman D Drysdale returned to the meeting during consideration of this item of business (7.06 pm).

4.8 Tourism Major Events Programme Options / Down Rally request / Tourism Small Grants (Report to be redacted in April 2023)

The Committee considered a report by the Director of Service Transformation in connection with options for the Council's Major Events programme and the Council's Tourism Small Grants initiative. The report also detailed a request from the organisers of the Down Rally to stage the Down Rally at Lagan Valley Island.

The Director and the Head of Economic Development elaborated on a number of key issues and responded to questions from the Committee in connection with some of the issues raised.

Councillor G McCleave left the meeting at 7.27 pm.

4.8 Tourism Major Events Programme Options / Down Rally request / Tourism Small Grants (Cont'd)

It was proposed by Alderman A G Ewart, seconded by Councillor A Swan, and agreed to recommend that the recommendations of the Director, as outlined in the report, be approved.

It was noted that further reports on the subject of funding for major tourism events would come to the Committee as and when any budget became available.

4.9 Collaborative Procurement Process for Energy Supplies (Electricity and Gas) (Report to be available after the negotiated tender process)

The Head of Assets presented this item of business.

The Committee considered a report by the Director of Service Transformation in connection with the background and key issues in relation to a collaborative procurement process for energy supplies (electricity and gas).

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

- a) the course of action, as outlined in the report, to deal with the unstable market conditions be approved, and
- b) delegated authority be granted to the Chairperson of the Development Committee and Director of Service Transformation to approve any interim award should time be of the essence.

4.10 Legal advice in respect of Applications for Mixed Use Development and a New Road called-in for Lands at Blaris (Report will not be redacted)

The Head of Planning and Capital Development presented this item of business.

The Committee considered a report by the Director of Service Transformation, and associated documents, in relation to the legal advice in respect of applications for mixed use development and a new road at lands at Blaris.

It was proposed by Councillor C McCreedy, seconded by Alderman A G Ewart, and agreed to recommend that the Director's report be noted, including the appended correspondence and legal advice, and that the Committee agrees with the recommendation as outlined in the report.

5. Any Other Confidential Business

5.1 Guidance Issue on Purdah

Further to concerns raised by some Members of the Committee in relation to NILGA's guidance on the rules of Purdah, the Director of Service Transformation agreed to follow up with the Chief Executive on the issue raised.

The Chairperson, Alderman A Grehan, requested that the Committee writes to the Electoral Office for Northern Ireland seeking clarification on the rules of Purdah and also put on record that the Chief Executive's response should be issued to all Members in order that the same questions and concerns are not raised again in the future and that Members know exactly where they stand in relation to Purdah.

5.2 Update on Planning Advice Note (PAN) on Implementation of Strategic Planning Policy for Development in the Countryside

Alderman A G Ewart and Councillor U Mackin left the meeting during this item of business (7.44 pm) as did Councillor Jenny Palmer (7.50 pm).

At the request from a Member the Director of Service Transformation and the Head of Planning and Capital Development provided an update in relation to the ongoing matters concerning the operation of the Unit as a consequence of the Judicial Review proceedings arising as a consequence of the publication of the PAN.

Resumption of Normal Business

It was proposed by Councillor A Swan, seconded by the Vice Chairperson, Councillor H Legge, and agreed to come out of Committee and normal business was resumed. The livestream was re-commenced at 8.02 pm.

6. Any Other Business

6.1 Verbal Updates by the Chairperson, Alderman A Grehan

6.1.1 Relocation of Lisburn Visitor Information Centre

The Chairperson, Alderman A Grehan, reported that the Lisburn Visitor Information Centre had relocated to the Irish Linen Centre/Lisburn Museum.

6.1.2 Business Solutions Entrepreneurs Network - Breakfast Meeting

The Chairperson, Alderman A Grehan, commended the Officers in Economic Development for their efforts in progressing the recent Business Solutions Entrepreneurs Network Breakfast meeting which had taken place on Wednesday, 30th March 2022 in the Island Hall, Lagan Valley Island and which had been well attended.

6.1.2 Business Solutions Entrepreneurs Network - Breakfast Meeting (Cont'd)

The Chairperson also advised of two other Entrepreneurs Networking sessions planned for May, invitations to which would be sent from the Chief Executive to all Members of Council. The Chairperson encouraged Members to attend these worthwhile networking sessions.

6.2 Independent Examination of the Draft Plan Strategy – Update

The Chairperson, Alderman A Grehan, having congratulated the Head of Planning and Capital Development and the LDP team on progressing the Council's draft Plan Strategy to the stage of the independent examination requested that he update the Committee on the progress of the independent examination.

The Head of Planning and Capital Development advised the Committee that during the independent examination process the PAC had asked over 200 questions on the draft Plan Strategy and proceeded to provide an overview of the various topics examined. He stated that he was pleased with the manner in which the examination had been conducted by the Commission and how full and robust considerations of the issues will lead to the adoption of a sound Plan Strategy for the Council area. The next part of the examination would take place during 16-27 May 2022 when five further topics would be examined. Once the examination was completed the Department for Infrastructure would commission a report on the outcome of the examination. This process would take four weeks.

The Chairperson, Alderman A Grehan, thanked the Head of Planning and Capital Development for his detailed update and also for his efforts during this process.

Conclusion of Meeting

The Chairperson, Alderman A Grehan, thanked Members for their attendance and there being no other business the meeting was terminated at 8.08 pm.

Chairperson

CPC 12.04.2022

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Meeting of the Capital Projects Committee held in the Council Chamber and remotely on Tuesday, 12th April, 2022 at 6:00 pm****PRESENT IN CHAMBER:**

Councillor S Lowry (Chairperson)

Alderman A G Ewart

PRESENT IN REMOTE LOCATION:

The Right Worshipful the Mayor Alderman S Martin

Alderman D Drysdale

Councillors J Lavery, H Legge, J McCarthy, Jenny Palmer and Hon Councillor Trimble.

Lisburn & Castlereagh City Council:
 Director of Service Transformation
 Head of Planning and Capital Development
 Member Services Officers
 IT Officer
 Technician

Commencement of the Meeting

The Chairperson welcomed everyone to the meeting. She stated that, in accordance with the Council's Standing Orders, unauthorised recording was not permitted.

1. **Apologies**

It was agreed to accept apologies for non-attendance at the meeting on behalf of Deputy Mayor Councillor T Mitchell and Councillors R T Beckett, S Eastwood, A Gowan, M Gregg, S Hughes and G McCleave.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Confidential Business**

The Chairperson pointed out that the matters contained in the confidential report were to be considered "in committee" by virtue of Paragraph 3, Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, since they contained 'information relating to the financial or business affairs of any particular person or organisation, including the Council holding that information'.

“In Committee”

It was proposed by Alderman A G Ewart, seconded by Councillor J McCarthy, and agreed that the following matters be considered “in committee. The live stream of the meeting was paused at this stage.

3.1 Changes and Movements in the Capital Programme (Report will not be unrestricted)

The Head of Planning and Capital Development outlined the main aspects of a report, which had been prepared by the Director of Service Transformation, in relation to proposed changes and movements within the capital programme. Both officers responded to a number of Members’ queries and provided clarification on issues raised.

Accordingly, it was proposed by Alderman A G Ewart, seconded by Councillor J McCarthy, and agreed that the Committee adopt the recommendations of the Director of Service Transformation in respect of the following:

- a) Hydebank Pavilion Refurbishment – that the project move from Phase 0 to Phase 1 within the capital programme on the associated budget as outlined;
- b) Customer Management System – that the project, subject to the approval of the Corporate Services Committee at its meeting on 13th April, be removed from the capital programme to enable it to be considered as part of the Council’s overall Digital and Innovation Strategy;
- c) Digital Platform Proposition – that the project, subject to the approval of the Corporate Services Committee at its meeting on 13th April, move to Phase 1 on the capital programme with the associated budget as outlined; and
- d) Duncan’s Dam Remedial Works – that the project be retained on the capital programme at Phase 1 with the associated budget as outlined.

3.2 Capital Programme Update and Financial Position (Report will not be unrestricted)

The Director of Service Transformation and the Head of Planning and Capital Development spoke to the report which gave an overview on the current financial status of the Council’s Capital Programme.

The report included details of updated spending profiles, which took into account the spend-to-date up to and including Year 2, Period 11 (February 2022), together with forecasted variations. Both officers answered a range of Members’ questions in respect of the report.

After discussion, it was proposed by Alderman A G Ewart, seconded by The Right Worshipful the Mayor Alderman S Martin, and agreed that the financial position of the Capital Programme as at Year 2, Period 11 (February 2022), of the financial year be noted and agreed.

CPC 12.04.2022

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3.3 Dundonald International Ice Bowl Re-development

The Committee noted an update in relation to the above-mentioned matter which was provided by the Director of Service Transformation.

3.4 Committee Meeting in May

The Chairperson informed the Committee that, given the number of movements anticipated within the capital programme, it might be necessary to meet again in May and that Members would be advised of a date and time in due course.

There being no further business, the meeting ended at 06.27pm.

Mayor/Chairperson

CSC 13.04.2022

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 13th April 2022 at 6.00 pm.****PRESENT IN
COUNCIL CHAMBER
(COMMITTEE):**

Councillor J Lavery, BEM (Chairman)

The Right Worshipful The Mayor
Alderman S Martin

Aldermen J Dillon MBE and A Ewart MBE

Councillor A Ewing

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

Alderman M Henderson, MBE (Vice-Chairman)

Alderman A Grehan

Councillors S Lowry and J McCarthy

IN ATTENDANCE:

Chief Executive (Remote)
 Director of Finance & Corporate Services
 Director of Service Transformation
 Head of Corporate Communications & Administration
 Head of Environmental Health (Remote)
 Head of Finance
 Head of Human Resources & Organisation Development
 Portfolio Manager (Remote)
 IT Officer
 Events Technician
 Member Services Officers (RN & PS)

Commencement of Meeting

The Chairman, Councillor J Lavery, welcomed everyone to the meeting and advised that it was being live-streamed to enable members of the public to both hear and see the proceedings.

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

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

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

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Alderman P Porter; Councillors R Carlin, S Carson and U Mackin.

2. Declarations of Interest

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

The following Declaration was made:

- Councillor J Lavery – Item 2 of Report of Head of Corporate Communications & Administration – “LVI Illumination Request – Foster Care Fortnight”. (Foster Carer and Member of Fostering Network)

3. Report of Head of Corporate Communications & Administration

3.1 South Eastern Health & Social Care Trust

3.1.1 Consultation – “Public Consultation on the Temporary Changes to Urgent and Emergency Care Services at Lagan Valley Hospital, Lisburn”
(Closing date: 22nd April 2022)

Members were provided with a draft response to the above consultation. The draft response incorporated comments made as follows:-

- submitted to Member Services in response to an invitation for comments;
- at a meeting of the Health Working Group held on the 29th March 2022 (to which all Members had been invited) and at which senior officials of the SE Trust had been present.

No further comments were offered.

3.1.1 Consultation – “Public Consultation on the Temporary Changes to Urgent and Emergency Care Services at Lagan Valley Hospital, Lisburn”
(Closing date: 22nd April 2022) (Continued)

It was proposed by Alderman A Ewart, seconded by Councillor A Ewing and agreed that the draft response to the above consultation be accepted as the Council’s response thereto and – in line with authority delegated by the Council on the 22nd March 2022 – be submitted to the SE Trust by the stipulated closing date of the 22nd April 2022.

3.1.2 Temporary pause of services at the Midwifery-Led Unit at the Lagan Valley Hospital
Confidential briefing of Health Working Group - 25th April 2022

The Chairman referred to the recent announcement by the SE Trust that services at the Midwifery-Led Unit at Lagan Valley Hospital were being paused temporarily. A meeting of the Health Working Group to which all Members of Council had been invited had been arranged for the 25th April 2022 at 6.00 pm when a confidential briefing on this matter would be delivered by SE Trust officials.

3.1.3 Meeting of Health Working Group – 31st May 2022 at 6.00 pm

The Chairman advised that a meeting of the Health Working Group had been arranged for the 31st May 2022 at 6.00 pm. All members of Council would be invited to attend. The meeting would receive:-

- an update from the SE Trust on the consultation in respect of Urgent and Emergency Care at the Lagan Valley Hospital;
- the normal updates from the Belfast and South Eastern Health & Social Care Trusts.

3.2 Building Illumination Requests
Requests acceded to under Exceptional Circumstances

The Committee noted that exceptional circumstances had been identified and agreed by the Chair, Vice-Chair and Mayor to allow LVI to be lit as follows:-

- St Patrick’s Day – in green on the 17th March 2022
- Foster Care Fortnight – in turquoise and yellow (rotation) on the 9th May 2022 to mark the start of Foster Care Fortnight.

The Chairman commended the work of foster carers and encouraged people to become involved in this service.

3.3 Lisburn & Castlereagh Policing & Community Partnership

3.3.1 Minutes of Meetings

Members had been provided with the minutes of the following meetings of the Lisburn & Castlereagh Policing & Community Safety Partnership, the contents of which were noted:-

- Private meeting held on the 16th December 2021;
- Policing Committee held on the 15th February 2022;
- Special Private Meeting held on the 15th February 2022.

3.3.2 “Grand Choice” event for Downshire West DEA St John’s Parish Centre, Moira – 9th April 2022

The Chairman reported on a highly successful “Grand Choice” event in Moira on the 9th April 2022 at which 23 projects had competed to win votes from attendees for the award of funding. 16 projects were successful in their bids for funding.

The event had provided wider engagement opportunities with the community and a number of statutory agencies.

4. Report of Head of Finance

4.1 Local Government Staff Commission – Contribution for 2022/2023

Further to the previous meeting of the Committee, Members were provided with the following items of correspondence so as to assist them in their decision about payment of the Council’s contribution to the Local Government Staff Commission (LGSC) in the sum of £31,359:-

- letter dated the 25th March 2022 from the Director of Finance & Corporate Services to the LGSC;
- response dated the 12th April 2022 from the LGSC;
- LGSC Management Plan for 2021/2023;
- LGSC Financial Scheme 2022/2023;
- LGSC Management Structure.

The above documents had been e-mailed to Members of the Committee on the 12th April 2022 and uploaded to Decision Time on the 13th April 2022.

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4.1 Local Government Staff Commission – Contribution for 2022/2023 (Continued)

It was proposed by Alderman J Dillon, seconded by The Right Worshipful The Mayor, Alderman S Martin, and agreed that:-

- in order that Members might have sufficient time to consider the response and documents from the Local Government Staff Commission, a decision on payment of the Council's contribution be deferred to the May 2022 meeting of the Committee;
- the following comments be conveyed to the LGSC for response:-
 - were secondment costs in relation to secondments into the LGSC or of LGSC staff to external positions?;
 - concerns that the Performance Objectives had not actually demonstrated any level of success and thereby would pose the question as to why the Department of Communities was even giving consideration to the LGSC having a future;
 - an explanation for the “running costs” associated with Professional Fees and Audit (External/Internal);
 - justification of the Chairman's Allowance which was considered excessive;
 - an explanation as to why the LGSC had not furloughed any of its staff during the Covid-19 Pandemic given that the role of the LGSC would appear to lend itself to such furlough arrangements;
 - what reserves are presently held by the Commission?;
 - in the event of the LGSC being dissolved during 2022/2023, would there be a reimbursement of the Council's contribution on a pro-rata basis and from any reserves built up by the Commission.

5. Report of Head of Human Resources & Organisation Development

5.1 Employers for Disability – Membership 2022/2023

The Council has membership of “Employers for Disability” and in the Head of Service's report, the services provided by that organisation were set out.

It was proposed by Councillor A Ewing, seconded by Alderman A Ewart and agreed to recommend that the Council renew its membership of Employers for Disability for 2022/2023 at a cost of £695.00.

6. Agenda Item Brought Forward
Any Other Business

As the remainder of the business before the meeting was of a confidential nature, the Chairman sought agreement to bring forward Item 7 of the agenda – Any Other Business – so that items of a non-confidential nature might be raised when the Committee was in Live Stream. This was agreed.

6.1 JAM (Just A Moment)

The Chairman referred to a JAM event which he had attended earlier in the day at Lagan Valley Island and he invited the Head of Human Resources & Organisation Development to update the Committee on the JAM (Just A Moment) initiative.

The Head of HR and Organisation Development informed Members that a JAM card allows people with a hidden disability or communication barrier to tell others in a private and easy way that they need extra time and understanding. It is Belfast-based and a large number of cards have already been issued. Within the Council, 230 staff have been trained in the JAM initiative with the training having been delivered in-house.

Councillor H Legge was the Elected Member who had asked for the JAM card to be promoted within the Council and it is a highly positive initiative.

6.2 Salvation Army/Society of St Vincent de Paul event

The Chairman thanked his Vice-Chairman, Alderman M Henderson, for attending in his place, an event to celebrate the work of the Salvation Army and the Society of St Vincent de Paul. The Chairman commended the sterling work carried out by both organisations in the community.

7. Confidential Report from Director of Finance & Corporate Services

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

7.1 Royal Hillsborough Concert & Fireworks
(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information)).

Report will not become unrestricted.

7.2 Digital Council Business Case: Telephony & Digital Platform
(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information)).

Report to be redacted in September 2022 (or when new contracts are in place).

7.3 Engagement of Internal Auditor Manager

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

Report will not become unrestricted.

7.4 Council initiatives to remember those who have lost their lives through the Covid-19 Pandemic and also those who have lost their lives due to Suicide

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

Report to be redacted after the Suicide Memorial Space has been launched.

7.5 Security Contract Award – Update

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

Report to be redacted post the award of the contract.

7.6 Mobile Telephony & Data Services Contract

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

Report to be redacted on award of the contract.

7.7 Freedom of the City - Update

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

Report to be redacted following the event.

7.8 Theatre & Conferencing

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

Report will not become unrestricted.

7.9 Consolidation of Scheme of Allowances payable to Councillors

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

Report to be redacted following meeting of Council on 26th April 2022.

7.10 Management Accounts – Period 11

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

Report to be redacted following meeting of Council on 26th April 2022.

7.11 Hybrid Working

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

Report to be redacted following meeting of Council on 26th April 2022.

7.12 Council's Leave Policy – Update

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

Report to be redacted following meeting of Council on 26th April 2022.

7.13 Buy-Back of Pension

(Confidential for reason of information (i) relating to any individual; (ii) which is likely to reveal the identity of an individual; (iii) relating to the financial or business affairs of any particular person (including the Council holding that information)).

Report will not become unrestricted.

In Committee

It was proposed by Councillor A Ewing, seconded by The Right Worshipful The Mayor, Alderman S Martin, and agreed that the Confidential Report of the Director be considered "in Committee". (The live-stream was paused at this stage in proceedings.)

7.1 Royal Hillsborough Concert & Fireworks

Presented by the Director of Service Transformation. The Portfolio Manager was present for this item of business.

7.1 Royal Hillsborough Concert & Fireworks (Continued)

The Director of Service Transformation provided a comprehensive report from which it was noted that – given the tight timeframes to deliver a quality event, ever-changing Covid guidance and regulations at the turn of the year, and global uncertainties, the Hillsborough Concert and Fireworks event projected for April/May 2022 (which was the latest time possible to satisfy funding conditions) would not take place and instead, alternatives for 2023 were being explored.

The Director expressed his thanks to the Chairman, Elected Members, Working Group and Officers for their work and support in endeavouring to achieve the event but – for the reasons outlined above – this had not been possible for this season.

The Right Worshipful The Mayor, Alderman S Martin, commended all staff who had been involved in the Royal Hillsborough celebratory event on the 26th March 2022, which had been an outstanding success.

7.2 Digital Council Business Case: Telephony & Digital Platform

Presented by the Director of Service Transformation. The Head of Environmental Health was present for this item of business.

The Director of Service Transformation provided a comprehensive report on the above matter, together with the following documents:-

- PIRSOC (Project Initiation Request & Strategic Outline Case) re Digital Council
- Business Case re Digital Council
- Telephony Update Report

It was proposed by The Right Worshipful The Mayor, Alderman S Martin, seconded by Alderman J Dillon and agreed to recommend that Option 1 of the Business Case be progressed so as to realise planned efficiencies and to modernise telephony and end-of-life software systems.

7.3 Engagement of Internal Auditor Manager

Presented by the Director of Finance & Corporate Services.

In response to a request made at the meeting of Council on the 22nd March 2022, the Director provided a comprehensive report in regard to the engagement of the Internal Auditor Manager, the content of which was noted.

The Director of Service Transformation left the meeting during the presentation of the report referred to above. (6.45 pm)

7.4 Council initiatives to remember those who have lost their lives through the Covid-19 Pandemic and also those who have lost their lives due to Suicide

Presented by the Head of Corporate Communications & Administration.

The Head of Service provided a comprehensive report in regard to the above initiatives. An equality screening document in regard to the initiative to remember those who have lost their lives due to Suicide was also provided.

It was proposed by Alderman A Grehan, seconded by Alderman J Dillon and agreed that –subject to the guest list for the PR event being extended to include all Members of Council - the proposals in relation to the initiative to support families and to remember those who have lost their lives to suicide be agreed, ie the provision of a reflective space at Lagan Valley Island, together with bespoke bench, imagery and plaque.

The update in regard to the Covid-19 memorial initiative was noted. It was agreed that the guest list for the PR event for this initiative also be extended to include all Members of Council.

7.5 Security Contract Award – Update

Presented by the Head of Corporate Communications & Administration.

The Head of Service provided an update report in regard to the Security Contract from which it was noted that the contract for Caretaker and Reception Services at Bradford Court had been awarded to the firm as set out in the report, with the contract commencing the 1st June 2022.

The Committee had been advised earlier in the meeting that the report on expenditure associated with Bradford Court would be presented to the May meeting of the Committee. It was agreed that such a report would also address:-

- any financial responsibility that the tenants of Bradford Court might have for the security costs at that location;
- loan costs etc associated with Bradford Court.

The Right Worshipful The Mayor, Alderman S Martin, left and returned to the Chamber during discussion of this matter. (6.58 pm and 7.05 pm)

7.6 Mobile Telephony & Data Services Contract

Presented by the Head of Corporate Communications & Administration.

The Head of Service provided a report in regard to the above contract from which it was noted that a provider as set out in her report had been selected for the Council's mobile voice and data services for a period of 24 months, with the option to extend for a further 12 months. The firm selected was the lowest cost option.

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

- agreed to provide Members with (i) details on those parts of the specification which firms - other than the successful one - had failed to meet and (ii) any further explanation of the term "Equipment Credit";
- speak with Alderman J Dillon regarding the high level of his recent monthly bills for mobile telephony and data.

7.7 Freedom of the City - Update

Presented by the Head of Corporate Communications & Administration.

The Head of Service provided a comprehensive report in relation to the forthcoming Freedom of the City events.

7.7.1 Health & Social Care

The Committee noted the progress report about the Freedom of the City event for Health & Social Care.

The Head of Service noted Members' comments about the composition of the H&SC guest list and gave an assurance that the Committee's views about this had been conveyed and re-enforced to the SE Trust who were leading on this matter on behalf of all H&SC. Other aspects of the guest list were clarified.

7.7.2 Keith & Krysten Getty

The Head of Service provided a report in regard to the Freedom of the City event for Keith & Krysten Getty and also verbally reported a potential change in date to that set out in her report.

It was proposed by Alderman A Ewart, seconded by Councillor A Ewing and agreed that – subject to a potential change in date for the event – the report in regard to the Freedom of the City event for the Gettys be agreed so as allow arrangements to progress.

7.8 Theatre & Conferencing

Presented by the Head of Corporate Communications & Administration.

In response to a request made at the previous meeting about bookings and budgeted income for the Island Hall and conferences/events, the Head of Service reported extensively on this matter, the content of which was noted.

It was agreed that this matter be reported on a regular basis by way of the Items for Noting Schedule.

The Head of Service confirmed that the alcohol licence for Lagan Valley Island was now in place and that the matter of pre-event catering was part of a wider piece of work on the marketing of Lagan Valley Island.

The Right Worshipful The Mayor, Alderman S Martin, left the Chamber during discussion of this item of business. (7.31 pm)

7.9 Consolidation of Scheme of Allowances payable to Councillors

Presented by the Head of Finance.

The Head of Finance reported on a recent circular from the Local Government & Housing Regulation Division of the Department for Communities which consolidated all councillor allowances and which had been required to determine and reflect an increase in maximum rates for Basic and Special Responsibility Allowance from 1st April 2021 and an increase in Dependants' Carers' Allowance from 1st April 2022.

There was unanimous agreement within the meeting to accept the recommendations of the report.

7.10 Management Accounts – Period 11

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

It was agreed to recommend that the Management Accounts for the period ending the 31st January 2022, together with an extensive narrative report by way of explanation be noted.

7.11 Hybrid Working

Presented by the Head of Human Resources & Organisation Development.

The Head of Service reported extensively on Hybrid working, referring to consultations which had taken place by way of survey and focus groups; the main matters for consideration that had arisen from such consultations; and the Corporate Services Committee workshop on the 7th April 2022 to which all Members had been invited.

7.11 Hybrid Working (Continued)

A proposal for a Hybrid Working Protocol and a pilot of that Protocol was being proposed.

It was proposed by Councillor A Ewing, seconded by Alderman A Grehan and agreed to recommend that the proposal for a Pilot Hybrid Working Protocol be piloted for a period of six months commencing the 1st June 2022, during which time the effectiveness of the way of working would be evaluated for implementation if and as appropriate. It was further agreed that an interim report be brought to the Committee after three months of the Pilot.

The Director confirmed that opportunities occasioned by any surplus space in Lagan Valley Island were being explored as part of the wider piece of work on the marketing of Lagan Valley Island.

Members were reminded that any complaints they received should be appropriately documented so that they might be suitably investigated.

7.12 Council's Leave Policy – Update

Presented by the Head of Human Resources & Organisation Development.

The Head of Service reported on the introduction of the Parental Bereavement (Leave & Pay) Act (NI) 2022 on the 6th April 2022 and the necessary amendments to the Council's leave policy to take account of that Act.

It was proposed by Alderman A Ewart, seconded by Alderman M Henderson and agreed to recommend that:-

- the introduction of the Parental Bereavement (Leave & Pay) Act (NI) 2022 on the 6th April 2022 be noted;
- the changes to the Council's leave policy occasioned by the above Act be agreed.

7.13 Buy-Back of Pension

Presented by the Head of Human Resources & Organisation Development.

The Head of Service reported on a request for buy-back of pension.

It was proposed by Councillor A Ewing, seconded by Alderman J Dillon and agreed to recommend that – given that the conditions for the buy-back of lost pension had been met - the buy-back of pension for a Council employee through a Shared Cost Additional Pension Contribution (SCAPC) be approved.

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8. Any Other Business - Confidential

There was no other confidential business raised.

Resumption of Normal Business

It was proposed by Alderman A Ewart, seconded by Alderman J Dillon and agreed to come "out of Committee". Normal business and the live-stream were resumed.

9. Any Other Business

There was no other business raised.

There being no further business, the Meeting concluded at 8.05 pm.

MAYOR/CHAIRMAN

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Planning Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn, on Monday 7 March 2022 at 10.02 a.m.

PRESENT:

Present in Chamber:

Councillor A Swan (Chairman)

Alderman J Tinsley (Vice-Chairman)

Aldermen WJ Dillon, D Drysdale, O Gawith and A Grehan

Councillors J Craig, M Gregg, U Mackin, and J Palmer

IN ATTENDANCE:

Present in Chamber:

Head of Planning and Capital Development

Principal Planning Officer (RH)

Senior Planning Officer (MB)

Member Services Officer (PS)

Member Services Officer (CR)

Present in Remote Location:

Director of Service Transformation

Senior Planning Officer (RT)

Legal Adviser – B Martyn, Cleaver Fulton & Rankin

Commencement of Meeting

The Chairman, Councillor A Swan, welcomed everyone to the meeting which was being live streamed to enable members of the public to hear and see the proceedings.

He stated that those making representations on planning applications would be attending the meeting remotely as would the Legal Adviser.

The Head of Planning and Capital Development advised on housekeeping and evacuation procedures after which the Member Services Officer read out the names of the Elected Members in attendance at the meeting.

(Alderman J Tinsley arrived at 10.05 am)

1. Apologies

It was agreed that apologies for non-attendance at the meeting would be recorded as follows – Alderman D Drysdale had advised he would be late as had Councillor J Palmer.

2. Declarations of Interest

The Chairman, Councillor A Swan sought Declarations of Interest from Members and reminded them to complete the supporting forms which had been left at each desk. He indicated that a form would also be available for those Members attending remotely.

The following declarations of Interest were made:

- The Chairman, Councillor A Swan referred to LA05//2020/0617/F stating that he had spoken to the applicant but had expressed no opinion.
- Alderman O Gawith referred to LA05/2021/0423/O stating that the applicant was a friend and he had requested a deferral.

After the meeting the following declarations were made by way of submission of a completed Declaration of Interest Form:

- Councillor U Mackin referred to LA05/2020/0617/F stating that he was on the Board of Lagan Valley Regional Park.
- Alderman J Tinsley referred to LA05/2020/0617/F stating that the applicant had spoken to him but he had made no commitment. He also referred to LA05/2020/1056/F stating that he had met with an objector and listened to their concerns but had made no commitment, he also referred to LA05/2020/0011/O stating that the applicant had contacted him but he had made no commitment.

At this stage the meeting was adjourned from 10.10 am to 10.15 am to address technical issues with the cameras in the Chamber.

The Chairman, Councillor A Swan then advised that Members of the Planning Committee (by virtue of being Members of the Council) had significant private or personal non-pecuniary interest in Planning Application LA05/2020/1056/F.

He explained that the dispensation under paragraph 6.6 of the Code of Conduct applied and therefore Members might speak and vote on this application. He advised that, as all Members had the same interest in this case, it was not considered necessary for each Member to individually declare their interest.

3. Minutes of the Planning Committee Meeting held on 7 February 2022

It was proposed by Alderman O Gawith, seconded by Alderman J Tinsley and agreed that the minutes of the Committee meeting held on 7 February 2022 as circulated be signed.

4. Report from the Head of Planning and Capital Development

4.1 Schedule of Applications

The Chairman reminded Members that they needed to be present for the entire determination of an application. If absent for any part of the discussion they would render themselves unable to vote on the application.

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

The Head of Planning and Capital Development then advised of the following:

- (i) Application LA05/2017/0021/F has been withdrawn from the schedule to allow for the consideration of new information.
- (ii) Application LA05/2021/0423/O had been withdrawn from the schedule to allow for the consideration of new information.
- (iii) LA05/2018/0862/F had been withdrawn from the schedule as an Order from Court quashing the earlier decision had not yet been received.
- (iv) LA05/2021/0928/) had been withdrawn from the schedule due to special personal and domestic circumstances that prevented the agent from attending the meeting.

(Councillor J Palmer arrived at 10.25 am).

- (1) LA05/2020/0617/F - Proposed two infill dwellings and garages (Amended Form) Between 184 and 188 Hillhall Road, Lisburn

The Senior Planning Officer (RT) presented this application as outlined within the circulated report. She advised that the application had previously been deferred.

The Committee received Mr A Stevens who wished to speak in support of the application and who had provided the Committee with a written submission in advance of the meeting and highlighted the following:

- The issues arising are the principle of development and design issues.
- He outlined how he considered the policy had been met.

- He referred to similar examples which had been approved in the area.
- He outlined why he considered the proposal would not lead to a ribbon of development.
- He described how the application would integrate.
- He urged approval.

Mr Stevens then responded to Members' queries as follows:

- Councillor U Mackin referred to the refusal reason regarding the pattern of development, he also referred to design issues raised and sought comment. Mr Stevens responded that the Planning Unit had focused on adjacent properties when considering the pattern of development, however he considered that a wider view needed to be taken and in that context he considered that the two sites did respect the pattern of development on the road. He stated that Lagan Valley Regional Park was the dominant factor and referred to other significant houses in the area which had been approved which, he stated, raised issues of consistency.
- Alderman J Tinsley referred to the red line and No 184 asking if there was room for another house to be built there, he was advised by Mr Stevens that this was not the case and Mr Stevens went on to explain the constraints.
- Alderman J Dillon sought clarification on the instances of precedent referred to. With the aid of one of the slides Mr Stevens went on to outline the applications he had been referring to which he stated had been approved in a similar context, he said that it was his opinion that inadequate weight had been attached to these approvals.
- Alderman J Dillon said that the Planning Unit had outlined the reasons why there was a difference with these examples and he asked whether the two sites under consideration lay within the Area Plan. Mr Stevens used a slide to indicate the various Plans under consideration in each of the four cases.

There then followed a question and answer session with the planning officers during which the following issues arose:

- Councillor U Mackin referred to visual impact and explained that he considered these two dwellings would not be particularly visible when travelling along the road from either direction. The Head of Planning and Capital Development, with the aid of a slide, went on to provide context for the reason for refusal and explained that it was important to understand the weight to be attached to policy context offered by BMAP. He said that the challenge was the two discreet nodes on the Hillhall Road. He highlighted these two sections on a map and explained the importance of maintaining a gap between them. He explained how the buildings would be visible and how it had been considered that the proposals would lead to a ribbon of development.

During the ensuing debate, the following comments were made:

- Alderman J Dillon said he had come to the conclusion that the recommendation made by the planning officer was the correct one.
- Councillor A Swan said that in this case he would concur with Alderman J Dillon and stated that he did not consider that there were any reasons to vote against the recommendation.
- Councillor M Gregg agreed with the previous comments. He said he felt the slide showing the other four applications in the area were different and that this proposal would result in urban sprawl.

The Committee, having considered the information provided within the report of the Senior Planning Officer and by those making representations, agreed by a unanimous vote to refuse the application as outlined in the Officer's report.

Adjournment of Meeting

The Chairman, Councillor A Swan, declared the meeting adjourned at 11.05 am

Resumption of Meeting

The Chairman, Councillor A Swan declared the meeting resumed at 11.15 am

- (2) LA05/2020/1056/F - Extension of burial plot spaces at three locations within existing cemetery, Blaris Road, Lisburn.

The Principal Planning Officer (RH) presented this application as outlined within the circulated report. She advised that the application had previously been deferred.

There were no speakers on the application.

There then followed a question and answer session with the planning officers during which the following issues arose:

- Alderman J Tinsley sought clarification on the timescale for the additional works to be carried out and was advised that the removal of the trees would need to be done first with the planting following after that.
- Councillor M Gregg said that for him the removal of so many trees was an issue. He asked whether there was another reason for removing them and whether the Council had a policy on the replacement of trees.

At this stage the meeting was briefly adjourned from 11.30 am to 11.35 am to address technical issues.

- The Head of Planning and Capital Development advised that there was currently limited space in the cemetery and some difficult decisions had needed to be made to address a pressing need. He highlighted information available on the planting plan and explained the reasons for removal of the trees had been balanced against the pressing need for

burial space. He went on to outline how the new trees would be planted in the various locations and which trees were to be retained.

- Alderman J Dillon said that this was a necessary application, the trees could be replaced and they were all relatively young trees.
- Councillor M Gregg said that this was useful information and asked for confirmation that the same number of trees or more would be replaced and also whether there was a retrospective element. The Head of Planning and Capital Development responded that there was no retrospective element and he explained that the Director would provide further clarity on the Council policy on the removal of trees, the only information he had at the moment was the planting plan which had already been outlined.
- Alderman O Gawith referred to a comment within the report which stated that there was no significant risk of flooding. He sought to understand what if any risk existed to enable such a conclusion to be reached. He also sought clarification on the increased capacity which would be created. The Head of Planning and Capital Development explained that the site was relatively close to the River Lagan and as such necessary reports needed to be done to demonstrate flood risk. The Principal Planning Officer then provided information on the consultation responses received. The Head of Planning and Capital Development explained the rationale in respect of the increased capacity highlighting that this was the first phase of a wider scheme and was necessary to meet an immediate and pressing need.

(Alderman D Drysdale arrived at 11.50 am)

At this stage the Director of Service Transformation clarified that the Council had a two for one replacement policy in respect of the removal of trees. He outlined that the Council was represented on a wider project board which was considering cemetery provision at a sub-regional level.

- Councillor J Craig said that he felt that the Council Policy should have been highlighted within the circulated reports.
- Councillor U Mackin sought reassurance regarding the contamination issue. He referred to an application made by Belfast City Council for a cemetery at Drumbeg which had been refused due to potential contamination. With the aid of a slide, the Head of Planning and Capital Development highlighted the location of plots, the topography and other relevant information explaining that the plots, with the exception of four, did not go beyond the current line of plots. Members were reassured that this issue had been considered by the Planning Unit and statutory consultees. He also highlighted the impact of modern engineering techniques which have opened up other pockets of land to be utilised.

During the ensuing debate, the following comments were made:

- Councillor M Gregg stated that he was now content with the proposal given the replacement arrangements outlined. He said he felt that officers could be trusted to ensure this is adhered to. He said it was good to see the Council planning ahead for cemetery provision.

- Councillor J Craig said he would have liked to have seen the tree replacement policy referred to in the report however he was now content.
- Alderman Dillon also confirmed that he was content, he said he had been a member of Council when the cemetery was originally developed and recalled that there were parts which were unable to be developed due to water table levels.
- The Chairman, Councillor A Swan confirmed that he also was content.

The Committee, having considered the information provided within the Report of the Principal Planning Officer agreed by a unanimous vote to approve the application as outlined in the report and subject to the conditions stated therein.

- (3) LA05/2019/0782/F - Proposed alterations to existing residential home to include two storey front and rear extensions with associated site works, new access and rear parking. Works are to incorporate the grounds of adjacent dwellings at 2 & 4 Ashley Park (Amended plans) at Residential Home, 19 Church Road Carryduff.

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

The Committee received Ms T Allen who wished to speak in opposition to the application and who had provided the Committee with a written submission in advance of the meeting and highlighted the following:

- She said that she was speaking on behalf of local residents.
- The focus of the objection was on the new access which would impact the residents of Ashley Park.
- The group had no objection to the concept only to the access coming from a residential cul-de-sac.
- The proposal will change the character of the park, there would be nuisance from the home activities and also from construction.
- The site entrance does not allow for the passing of two large vehicles.
- She highlighted inaccuracies in the naming of the cul-de-sac in earlier documentation.
- He highlighted that there was already traffic congestion on Church Road.
- She advised that it was the amenity space to the front of the Ashley Park residents which was utilised by them rather than that at the rear.

Ms Allen then responded to Members' queries as follows:

- Alderman D Drysdale sought clarification on the orientation of the houses and volume of traffic experienced currently. Ms Allen outlined the orientation and explained that traffic was currently fairly light.
- Councillor J Craig asked her to confirm that her main objection was to an additional entrance on Ashley Park. Ms Allen stated that the new entrance would be the only one as the Church Road entrance would be closed to facilitate the extension construction. Councillor Craig then sought

clarification on the location of the new entrance and Ms Allen outlined that two dwellings at the entrance to the cul-de-sac would be removed to allow for the entrance to be created.

- Alderman J Tinsley sought clarification of the use of the residents' amenity space and was advised that residents of Ashley Park had already lost amenity space when the road was built and therefore they tended to use their front gardens rather than the rear gardens.

The Chairman, Councillor A Swan advised the Committee that Alderman M Henderson and Councillor N Anderson had hoped to attend the meeting to make representations on this application but were both unfortunately unable to do so. However they had requested that their written submissions be taken on board by the Committee in making its determination.

The Committee received Mr R Downey who wished to speak in support of the application and who had provided the Committee with a written submission in advance of the meeting and highlighted the following:

- He advised that the proposed access was at the entrance to Ashley Park so would have minimal impact on the remainder of the cul-de-sac.
- He advised that PSNI accident statistics indicate one collision of a slight nature at the location.
- Regarding issues of amenity, he said that the home had been there for decades with no issues.

There were no questions for Mr Downey from the Committee.

There then followed a question and answer session with the planning officers during which the following issues arose:

- Alderman D Drysdale said that the home had been there for many years, it was a house converted into a business and he asked if there was anything in legislation to prevent this. The Head of Planning and Capital Development used a map to highlight the location of the home and the housing wrapped around it. He said it was proposed to demolish two dwellings, create a new access and close up the existing access to facilitate the new extension. The home was essentially 'a place of residence', and it fitted into the area and could be located in residential areas. He said that the report highlighted the impact of the proposal on neighbouring residents and the question was whether the impact warranted a refusal. He said this had been considered by the officer and it had been decided that it did not.
- Alderman D Drysdale said that this was a commercial building and he asked whether the Planning Unit was sure that there was nothing in statute which limits this use. The Head of Planning and Capital Development said that the proposed use of the land had been assessed and officers could see no harm in the access arrangements from the neighbouring road.
- Councillor J Craig asked what the envisaged traffic movements were and why the residential amenity issue had been ignored by the Planning Unit.

The Head of Planning and Capital Development responded that these issues had been specifically identified when this application had been discussed at the last meeting and subsequently deferred to obtain further information on those issues. He then went on to summarise these and how they had been addressed in the Addendum Report. Mr S Cash from Dfl (Roads) was in attendance at the meeting and he explained the rationale regarding the potential number of trips and how these had been estimated. Councillor J Craig said that this was a substantial nursing home, he said his own experience contradicted the statistics provided by Dfl (Roads), he said that in addition to this there would be staff parking and the impact of shift working to be considered. The Head of Planning and Capital Development highlighted that this issue had also been addressed within the Addendum Report.

(Alderman J Dillon left the meeting at 12.43 pm and returned at 12.50 pm)

- Councillor J Craig said that the proposal was to replace two dwellings with a large facility, and he could not understand why Dfl (Roads) could not see this as an issue. The Head of Planning and Capital Development responded advising that the daily traffic movements calculated in respect of the two houses was 20 and the daily traffic movements calculated in respect of the nursing home was 25, he said that this was the independent advice which had been received from Dfl (Roads). Councillor Craig said that he questioned the accuracy of that information.
- Councillor U Mackin sought clarification on parking statistics within the report and on the use of the phrase 'the absence of alternative data on traffic'. He was advised that the Parking Standards document required 18 spaces to be provided in such a scenario, DCAN required 20 spaces to be provided. There were 17 spaces provided, however there was also on-street provision in the immediate location which also had good public transport links which it was felt provided mitigation. He acknowledged that it would be a challenge for residents to provide traffic surveys, however Mr Cash had confirmed that there had been no issues with residential homes in the area, he said that differences of opinion were normally addressed through contradictory evidence. Councillor U Mackin asked whether any evidence had been produced on the number of trips and he was advised by Mr Cash that there had been no evidence produced, this information had been calculated using a desk top exercise based on professional experience.
- Alderman D Drysdale asked whether planners were content that the new extension would fit into the surrounding area and he was advised that they were and that the proximity of the primary school also had an impact on their decision.
- At this point Ms Allen was permitted by the Chairman to address the Committee again and she stated that there have been no issues in the past because the entrance was not in the location proposed in this application.

During the ensuing debate, the following comments were made:

- Councillor J Craig said he had concerns at the response received from DfI (Roads). He said that this was anything but a small enterprise and he would have thought a traffic survey would have been required. He questioned the accuracy of the number of trips calculated per day, he felt there would be intensification and that the character of the area will have changed and for those reasons he could not support the recommendation.
- Alderman D Drysdale concurred however he stated that he was unsure whether there would be planning reasons to overturn the recommendation.
- Alderman J Tinsley said that the two houses being removed were at the end of the cul-de-sac and traffic would not be driving through it, he said that he would be supporting the recommendation.
- Councillor Swan said he concurred with Alderman Tinsley's comments and suspected that a lot of the fears expressed would not be realised.

The Committee, having considered the information provided within the Report of the Principal Planning Officer, and by those making representations, agreed by a vote of 6:3 with 0 abstentions to approve the application as outlined in the report and subject to the conditions stated therein.

Adjournment of Meeting

The Chairman, Councillor A Swan declared the meeting adjourned at 1.10 pm

Resumption of Meeting

The Chairman, Councillor A Swan declared the meeting resumed at 1.58 pm

- (4) LA05/2021/1178/F – Erection of dwelling house north and adjacent to 32 Killynure Road West, Killynure, Carryduff.

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

The Committee received Mr Gary Thompson who wished to speak in support of the application and who had provided the Committee with a written submission in advance of the meeting and highlighted the following:

- The design appeared to be the issue with the application. He said this was surprising as it was similar to another approved application in the immediate location at No 30.
- He advised that the floor area was 351 sq metres which was not particularly large and smaller than what had been approved at No 30.
- He stated that the design reduced the mass however the applicant was prepared to reduce the garage and balcony if necessary.
- He said there was adequate amenity space included and he urged approval.

Mr Thompson then responded to Members' queries as follows:

- Alderman J Tinsley asked why the full information regarding groundworks had not been submitted and was advised that there was nothing additional to be shown other than what was submitted.

There then followed a question and answer session with the planning officers during which the following issues arose:

- Alderman J Tinsley asked what additional information the Planning Unit had requested and was advised that clarification had been sought on levels and cross sections however only one cross section had been received and they would normally expect to receive two in order for a proper assessment to be made.
- Councillor J Craig referred to the issue of size, scale and mass which had been raised when the applicant had highlighted similarities with the replacement dwelling at No 30, he sought comment on this. The Senior Planning Officer replied that the approval referred to had yet to be enacted. She said that the design approved was for a contemporary design with barn style elements which there were references to in Building on Tradition.

During the ensuing debate, the following comments were made:

- Alderman O Gawith suggested potentially deferring this to allow for the requested information to be provided. This was considered by the Committee but was not supported due to the fact that there were also issues with the design.

The Committee, having considered the information provided within the Report of the Senior Planning Officer, and by those making representations, agreed by a unanimous vote to refuse the application for the reasons outlined in the Report.

- (5) LA05/2020/0011/O - Proposed replacement of existing stone dwelling 275m south west of 15 Fort Road, Crumlin, Antrim

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

The Committee received Mr Raymond Jordan who wished to speak in support of the application and who had provided the Committee with a written submission in advance of the meeting and highlighted the following:

- The building has been in family ownership since 1946.
- It has always been referred to as 'Uncle Joe's house'.
- He had employed a conservation expert to provide a report. This goes into the history of the building and was submitted to the Planning Unit.
- There are elements within the structure which point to human habitation.
- This has always been referred to as 'the herd house'
- The recommendation should be overturned by the Committee.

Mr Jordan then responded to Members' queries as follows:

- Councillor M Gregg asked what evidence there was to show that this had been a dwelling. Mr Jordan said that the nature of the building had changed over the years to accommodate farming practices and therefore the characteristics which identified it as a dwelling had been removed.
- Councillor J Palmer asked why the requested information had not been submitted to NIEA and NED as requested, he was advised that a bat report had been carried out and that another would be done in May.
- Alderman D Drysdale referred to the comment 'it has not been demonstrated that there would be no detriment to protected species' and asked if there were any reports to support the fact that there would be no detriment to protected species. Mr Jordan responded that a bat survey had been carried out and that the second one would be carried out in May.
- The Chairman, Councillor A Swan asked when the building had been Uncle Joe's house. Mr Jordan commented that he did not recall when but that it had always been referred to that as far as he could remember.

There then followed a question and answer session with the planning officers during which the following issues arose:

- Alderman D Drysdale asked what additional information would be required in terms of bat surveys and was advised that the survey submitted had been inadequate and that further information had been sought which could not be provided until May.
- Councillor J Craig asked whether the applicant had been provided with adequate time in which to provide the survey information. The Head of Planning and Capital Development advised that it would be normal practice to have two surveys carried out in the same season, this was a tried and tested procedure. However in this instance only one survey had been provided. He said that had not been considered reasonable for the Planning Unit to continue to wait until the next appropriate season to obtain a survey when the earlier report will have pointed to the need for additional survey information and the principle of development was not agreed.
- Councillor J Craig asked whether there was any evidence with respect to the uncle and he was advised that this was the first time the uncle had been referred to.
- Alderman J Tinsley sought clarification on the characteristics of a dwelling which were referred to by Mr Jordan. The Head of Planning and Capital Development said that these features were the corbelled brick work externally which support guttering, the internal roof structure and the internal flush rendering, the external harling and the high quality of the build and materials. However characteristics such as a chimney, domestic windows, internal partitioning were not present and neither was there any evidence of utilities all of which are considered to be essential characteristics of a dwelling house.
- Councillor J Palmer asked whether the committee could be sure that the request for information had actually been sent and the Head of Planning and Capital development confirmed that they had.

- Councillor U Mackin referred to the Planning Policy as interpreted by the consultant Mr Moore asking how this differed from the Planning Unit's interpretation. The Head of Planning and Capital Development proceeded to outline how the planners had interpreted the policy in this case whilst considering whether the essential characteristics of a dwelling were present.

During the ensuing debate, the following comments were made:

- The Chairman, Councillor A Swan said that he would be supporting the recommendation in this instance.

The Committee, having considered the information provided within the Report of the Senior Planning Officer, and by those making representations, agreed by a unanimous vote to refuse the application for the reasons outlined in the report.

- (6) LA05/2017/0021/F – Demolition of existing buildings and erection of care home (Class 3(b) of the schedule of the Planning (Use Class) order (NI) 2015, comprising 86 bedrooms, day rooms, kitchens, offices, stores and ancillary accommodation (on three floors of accommodation), modification of an existing access to Saintfield Road and provision of car parking (in the basement), visitor parking and servicing (amended information) at 531 Saintfield Road Belfast BT8 8ES.

The above item had been withdrawn from the schedule to allow for additional information to be considered.

- (7) LA05/2021/0423/O - Proposed new dwelling and 320m NW of 8 Clontariff Road, Upper Ballinderry, Lisburn, BT28 2JD

The above item had been withdrawn from the schedule to allow for additional information to be considered.

- (8) LA05/2018/0862/F - Proposed Infill site for 2 dwellings between 26 & 30 Magheraconluce Road, Hillsborough.

The above item had been withdrawn from the schedule to allow for additional information to be considered.

- (9) LA05/2021/0928/O – Site for a dwelling garage including ancillary siteworks 30m north of Garlandstown Road, Glenavy

The above item had been withdrawn from the schedule due to special domestic circumstances involving one of the speakers.

Adjournment of Meeting

The Chairman, Councillor A Swan declared the meeting adjourned at 2.51 pm

Resumption of Meeting

The Chairman, Councillor A Swan declared the meeting resumed at 3.00 pm

4.2 Item 2 - Statutory Performance Indicators – January 2022

Members were provided with information on the above and a verbal summary was provided by the Head of Planning and Capital Development.

Councillor M Gregg wished to acknowledge the efforts of officers and sought an update on the new Planning Portal. This was provided by the Head of Planning and Capital Development who said that the indicative time for going live was Autumn 2022 however there remained some issues to be addressed between now and then.

Councillor J Craig asked if there was any aspect of the Planning System which had fallen behind and he was advised that the unit had been focusing on the issue of Development in the Countryside given the ongoing issues and that this would have an impact and would require careful management.

There was some discussion on the process of calling in application and how this needed to be balanced in terms of local accountability.

It was proposed by Councillor M Gregg, seconded by Councillor J Craig and agreed that the information be noted.

4.3 Northern Ireland Audit Office (NIAO) Report - Planning in Northern Ireland

Members were provided with a copy of a report published by the NIAO on 1 February 2022 which undertook a high level review of how effective the planning system was operating and how effectively it was being governed. They were also provided with a copy of the associated media release.

There was some discussion on the report and the Head of Planning and Capital Development said that there were lessons to be learned and he went on to advise that reports would ensue in due course in that respect.

Alderman A Grehan stated that, on considering the recommendations, she felt that a workshop should be held to discuss them. The Head of Planning and Capital Development said that this request would be taken on board.

Councillor J Craig said that he wondered how many applications failed due to being of poor quality. The Head of Planning and Capital Development said that Councils had been making the case for some time now that the bar for validating applications was very low and he then went on to outline how this was being addressed by way of legislative validation checklist.

It was proposed by Alderman D Drysdale seconded by Alderman J Tinsley and that the information be noted.

4.4 Update on Planning Advice Note (PAN) on Implementation of Strategic Planning Policy for Development in the Countryside

Members were reminded of the background associated with issuing of the Planning Advice Note on the implementation of strategic policy for development in the countryside on 2 August 2021 and the events that had taken place since then. They were advised that in light of the disruption and cost being incurred by this Council, the Director of Service Transformation had written to the Chief Planner on 22 January 2022 inviting the department to:

- (i) Deal more fully with the issue of the withdrawal by addressing the period during which the PAN was in existence; and
- (ii) Ensure that all stakeholders including this Council were properly consulted with in relation to any further proposed changes to planning policy in future as ought to be the case.

Members were provided with a copy of the relevant correspondence and it was proposed by Alderman A Grehan seconded by Alderman J Tinsley and agreed that the information be noted.

4.5 Notification by telecommunication operator(s) of intention to utilise permitted development rights

Members were provided with correspondence from Fibrus indicating their proposed intention to exercise Permitted Development at Ballycairn Road, Aghalee BT67 0DR to install electronic communications apparatus.

It was proposed by Councillor M Gregg seconded by Councillor J Craig and agreed that the information be noted.

4.6 Review of the Implementation of the Planning Act (NI) 2011

Members were provided with a copy of the Review of the Implementation of the Planning Act (NI) 2011 which had been carried out by the Department for Infrastructure who had an oversight role in respect of the operation of the Planning System in Northern Ireland.

The Head of Planning and Capital Development provided the Committee with a verbal update during which he stated that he felt that some of the more fundamental issues had not been addressed.

There was some discussion on how the system in Northern Ireland compared with that in the rest of Great Britain and at the culmination of the discussion it was proposed by Councillor M Gregg, seconded by Councillor J Craig and agreed that the information be noted.

5. Any Other Business

1. The Chairman, Councillor A Swan
Late Submissions of information

The Chairman drew attention to the issue of the acceptance of late information being submitted for consideration when there is a cut-off time for this in place, he asked how the Legal Advisor viewed this. The Legal Advisor advised of the implications should a strict enforcement of the cut-off time be enforced stating that some flexibility was necessary.

(During the above discussion, Councillor J Craig left the meeting at 3.37pm)

There being no further business, the meeting concluded at 3.40 pm.

CHAIRMAN / MAYOR