



June 26th, 2023

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

A **Meeting of Lisburn & Castlereagh City Council** will be held on **Tuesday, 27th June 2023** at **7:00 pm** in the Council Chamber and remote locations for the transaction of the business on the undernoted agenda.

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

A hot buffet will be available in Lighters Restaurant from 6 pm for those Members who have confirmed in advance.

DAVID BURNS
CHIEF EXECUTIVE
LISBURN & CASTLEREAGH CITY COUNCIL

Agenda

1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR (FOR NOTING)

📄 *Mayors & Deputy Mayors Engagements June 2023.pdf*

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2.0 APOLOGIES

3.0 DECLARATIONS OF MEMBERS' INTERESTS

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

4.0 COUNCIL MINUTES (FOR ADOPTION)

4.1 Meeting of Council - 25 April 2023

📄 *MM 25.04.2023 Draft Minutes for Adoption.pdf*

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4.2 Special Meeting of Council - 1 June 2023

📄 *Sp Council 01 06 2023 Draft Minutes for Adoption.pdf*

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4.3 Annual Meeting of Council - 8 June 2023

📄 *AM 08.06.2023 Draft Minutes for Adoption.pdf*

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5.0 MATTERS ARISING

6.0 DEPUTATIONS

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

1. Lisburn and Castlereagh City Council and Tangible Consulting Ltd, 11 Glengoland Avenue, Belfast BT17 0HY – Award Letter to Tangible Consulting Ltd as the Supplier to deliver the Self-Employment Support Programme (T22/23-081)

2. Lisburn and Castlereagh City Council and JPM Contracts Ltd, 79 Main Street, Dungiven BT47 4LE – Contract for Construction and Installation of a Parklet in Lisburn (T21/22-063)

3. Lisburn and Castlereagh City Council and R&M Greenkeepers, Unit 14 Kincronagh Business Park, Cookstown BT80 9AR – Contract for Residual and Green Waste from the Council's Household Recycling Centres (STA22/23-071)

4. Lisburn and Castlereagh City Council and Eircom UK, Davenport House, 16 Pepper Street, Glengall Bridge, London E14 9RP – Contract for Network Services Agreement

5. Lisburn and Castlereagh City Council and Ulster Supported Employment Limited (USEL), 182-188 Cambrai Street, Belfast BT13 3JH – Contract for Collection, Recycling and/or Recovery of Mattresses from Council Household Recycling Centres (STA22/23-070)

8.0 ADOPTION OF MINUTES OF COMMITTEES

8.1 Communities and Wellbeing Committee - 13 June 2023

[!\[\]\(cbe80b694ebd74fcfe136a095b608235_img.jpg\) *CW 130623 Draft minutes for adoption.pdf*](#)

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8.2 Environment and Sustainability Committee - 14 June 2023

[!\[\]\(e474458956c9a37fbf9586ddb60a7fa1_img.jpg\) *E&SC 14.06.2023 Draft Minutes for Adoption.pdf*](#)

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8.3 Regeneration and Growth Committee - 15 June 2023

[!\[\]\(870f5d5e9c0d57485634be3ecf52f3ca_img.jpg\) *RGC 15 06 2023 Draft Minutes for Adoption.pdf*](#)

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8.4 Corporate Services Committee - 21 June 2023

[!\[\]\(b792654f2cef9719eabeb6c5be00811e_img.jpg\) *CSC 21 06 2023 Draft Minute for Adoption.pdf*](#)

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8.5 Governance and Audit Committee - 22 June 2023

[!\[\]\(b64b40baaee5acddc1eab8538ba84754_img.jpg\) *G A 22.06.2023 Draft Minutes for Adoption.pdf*](#)

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8.6 Planning Committee - 3 April 2023 For Noting

[!\[\]\(5d954b3e270654ad8ab0d5913161c03c_img.jpg\) *PC 03.04.2023 - Ratified Minute.pdf*](#)

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8.7 Special Planning Committee - 27 April For Noting

[!\[\]\(1ed10657a19f9137278430c48fd18626_img.jpg\) *PC 27.04.2023 - Minute adopted.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

Mayor's Engagements
Thursday 8th June 2023 – Monday 26th June 2023

Thursday 8th June

Attendance at an evening reception at Hillsborough Castle with the Mayor of Foshan and senior government officials from Foshan as part of the Chinese Trade Programme

Saturday 10th June

Attendance at St John's Parish Church, Dromara, Country Fair

Sunday 11th June

Attendance at Friends of Lisburn Cathedral's 400th Anniversary Service

Tuesday 13th June

Photo call for Pipe Band Championships, LVI

Mayoral Reception for Andy Jardine visiting the Council area from Wanganui.

Thursday 15th June

Attendance at the Half Marathon Memorial Service, Market Place, Lisburn

Friday 16th June

Attendance at the opening of a new Cancer Research Store in Lisburn

Saturday 17th June

Performed the role of Chieftain at the RSPBANI Pipe Band & Drum Major Championships in Moira Demesne

Monday 26th June

Attendance at 50th Anniversary of the Greenfinches Event organised by the NI Veterans Commissioners Office

Deputy Mayor's Engagements
Thursday 8th June 2023 – Monday 26th June 2023

Tuesday 17th June

Attendance at NI Open Tennis Championship 2023 at Downshire Tennis Club

Wednesday, 21st June

Official Start and attendance at the Vitality Lisburn Half Marathon 10 KM and Fun Run

Thursday 22nd June

Presenting awards at Schools Art Competition, Arts Centre, LVI

Saturday, 24th June

Attendance at Loch Mor dal gCais Junior Hurling Match at Crewe United Grounds

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Hybrid Monthly Meeting of Council held on Tuesday 25 April, 2023 at 7:00 pm****PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor S Carson

Deputy Mayor
Councillor M Guy

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

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

PRESENT IN REMOTE LOCATION:

Councillors N Anderson, G McCleave and S Skillen

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Leisure and Community Wellbeing
Director of Service Transformation
Acting Director of Environmental Services
Head of Corporate Communications and Administration
Member Services Officers
Technician
IT Officer

Reverend R Higginson, Mayor's Chaplain

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Councillor S Carson, welcomed those present to the April meeting of Council which was the last meeting of the current council term.

The Right Worshipful the Mayor reminded the Council that In line with Local Government (Coronavirus) (Flexibility of District Council Meetings) Regulations (NI) 2020, the meeting was being live streamed to enable members of the public to hear and see the proceedings. He pointed out that, unless the item on the agenda was considered under confidential business, the meeting would be broadcast online and members of the public could be captured on the livestream. Data captured on the livestream was processed in the exercise of official authority which covered public functions and powers which were set out in law and to perform a specific task in the public interest.

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Commencement of the Meeting (Cont'd)

The Chief Executive 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.

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

Councillor S Lowry entered the meeting at 7.02 pm.

Councillor N Anderson joined the meeting remotely at 7.04 pm.

Prayers

The Right Worshipful the Mayor, Councillor S Carson, welcomed his Chaplain, Reverend Roger Higginson, Lisburn Free Presbyterian Church, to the meeting which, he stated, would be the last full Council meeting that Reverend Higginson would attend prior to the Annual Meeting of Council. He expressed thanks and appreciation to Reverend Higginson for the manner in which he had carried out devotions at the meetings of Council during his mayoral term thanked him for having served as his mayoral chaplain.

Aldermen A Grehan and S P Porter entered the meeting at 7.10 pm.

Reverend Higginson having stated that it had been a privilege to serve as mayoral chaplain wished all Elected Members God's richest blessing and good wishes for the future. He also thanked the Right Worshipful the Mayor, the Deputy Mayor and the Chief Executive for their friendship over the past year. Reverend Higginson then gave an address and concluded with a prayer.

The Right Worshipful the Mayor, Councillor S Carson, thanked Reverend Higginson for his attendance and he left the meeting (7.19 pm).

1. Business of The Right Worshipful the Mayor

1.1 Mayor's Engagements (00:16:48)

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

2. Apologies (00:17:07)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman M Henderson and Councillor R Carlin.

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3. Declarations of Interest (00:17:33)

There were no declarations of interest.

4. Council Minutes (00:18:23)4.1 Meeting of Council held on 28 March 2023

Proposed by Councillor M Gregg

Seconded by Alderman A G Ewart

5. Matters Arising (00:18:47)

There were no matters arising out of the Council meeting minutes of 28 March 2023.

6. Deputations (00:19:02)

There were no deputations.

7. Business Required by Statute(i) Signing of Legal Documents (00:19:10)

It was proposed by Alderman J Tinsley, seconded by Councillor A Swan and agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and DFPF Ltd t/a People 1st, Rosemont, 89 Malone Road, Belfast BT9 6SP – T22/23-058 – Award letter to People 1st Ltd as the supplier to deliver the Self-Employment Support Programme
- Lisburn and Castlereagh City Council and Ulster Supported Employment Ltd, 182-188 Cambrai Street, Belfast BT13 3JH – T22/23-036 – Award letter to Ulster Supported Employment Ltd as the supplier to deliver the Economic Inactivity Linked to Disability Programme
- Lisburn and Castlereagh City Council and Doris Elizabeth Cromie, Jonathan Richard Cromie, Geoffrey Simon Cromie and Louise Victoria Belshaw, c/o The House of Vic Ryn, Moira Road, Lisburn BT28 2RF – Lease of Units 5 and 6, Blaris Industrial Estate, 24 Altona Road, Lisburn BT27 5QB being the part of the premises currently comprised in Folio DN 39717 County Down
- Lisburn and Castlereagh City Council and Citywatch CCTV Northern Ireland, PSNI, 15 Barrack Street, Lisburn BT28 1TJ – Letter of Offer – Supplement Agreement – Mortgage of Chattels between Citywatch CCTV Northern Ireland and Lisburn and Castlereagh City Council

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

- Lisburn and Castlereagh City Council and M Large Tree Services Limited, 74 Church Road, Glengormley, Newtownabbey BT36 7LN - Contract for the Provision of Arboricultural Services
- Lisburn and Castlereagh City Council and Stepping Stones, 39 Seymour Street, Lisburn BT27 4SY – STA 22/23-056 – Management Agreement relating to the Provision of Catering Services at Lagan Valley Island
- Lisburn and Castlereagh City Council and Bangor West Limited, Block D, 17 Heron Road, Belfast BT3 9LE – Contract for Disposal of Land at Hillsborough Road, Lisburn
- Lisburn and Castlereagh City Council and Placecube Limited, 1 London Street, Reading RG1 4PN – Contract for Digital Platform
- Lisburn and Castlereagh City Council and Eircom UK Ltd t/a Eir Evo, Davenport House, 16 Pepper Street, Glengall Bridge, London E14 9RP – Contract for Telephony Services
- Lisburn and Castlereagh City Council and British Telecommunications plc, 1 Braham Street, London E1 8EE – Contract for Managed Service to support Local Area Network (LAN)
- Lisburn and Castlereagh City Council and Eircom UK Ltd t/a Eir Evo, Benmore House, 343-353 Lisburn Road, Belfast BT2 8LA – Contract for the Provision and Implementation of an IT Cloud Transition and Ongoing Support Services
- Lisburn and Castlereagh City Council and Maghera Developments Ltd, 21 The Square, Castlewellan BT31 9DN – Contract for Proposed Viewing Gallery at Wallace Park, Lisburn

8. Adoption of Minutes of Committees**Leisure and Community Development Committee****4 April, 2023**

(00:19:35)

Proposed by Councillor A McIntyre

Seconded by Councillor A Gowan

Matters Arising (00:20:05)

The Right Worshipful the Mayor expressed thanks to Councillor A McIntyre for the manner in which he had chaired the Leisure and Community Development Committee meetings during the past year. He also thanked the Vice Chairman, Councillor A Gowan, for having supported the Chairman.

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Environmental Services Committee**5 April, 2023**

(00:20:55)

Proposed by Councillor M Gregg

Seconded by Councillor C McCready

Matters Arising (00:21:24)

The Right Worshipful the Mayor expressed thanks to Councillor M Gregg for the manner in which he had chaired the Environmental Services Committee meetings during the past year. He also thanked the Vice Chairman, Councillor C McCready, for having supported the Chairman throughout the year.

Development Committee**6 April, 2023**

(00:21:50)

Proposed by Alderman A G Ewart

Seconded by Alderman A Grehan

Matters Arising (00:22:17)

The Right Worshipful the Mayor expressed thanks to the Chairman, Alderman A G Ewart, and the Vice Chairperson, Alderman A Grehan, for the manner in which they had carried out their respective roles on the Development Committee during the past year.

Corporate Services Committee**12 April, 2023**

(00:22:51)

Proposed by Councillor S Hughes

Seconded by Councillor U Mackin

Matters Arising (00:23:18)

The Right Worshipful the Mayor expressed thanks to the Chairman, Councillor S Hughes, and the Vice Chairman, Councillor U Mackin, for the manner in which they had carried out their respective roles on the Corporate Services Committee during the past year and in particular in relation to the number of additional meetings of that Committee in connection with the rate setting process. He acknowledged that a lot of work in this regard had been carried out behind the scenes and expressed thanks and appreciation thereon.

Planning Committee**6 March, 2023**

(00:23:56)

The minutes of the Planning Committee meeting of 6 March, 2023 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 3 April, 2023. It was proposed by Councillor John Palmer, seconded by Alderman O Gawith and agreed that their contents be noted.

At this point in the meeting The Right Worshipful the Mayor welcomed Councillor John Palmer who was in attendance at the meeting following his recent period of ill health which had necessitated time in hospital. The Right Worshipful the

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Planning Committee
(Cont'd)

Mayor assured Councillor Palmer that he had been in his thoughts during that period of time.

The Right Worshipful the Mayor expressed thanks to the Chairman and Vice Chairman of the Planning Committee, Alderman J Tinsley and Councillor John Palmer, respectively, for their sterling efforts over the past year.

9. Report from Chief Executive (00:25:45)

There were no reports for consideration at the meeting.

10. Reports from Members on Boards (00:25:51)

There were no reports from Members on Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure (00:25:56)

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

12. Notice of Motion12.1 Support to NI Farmers and Lower Food Prices (00:26:01)

A copy of the above Notice of Motion in the name of Councillor N Anderson had been circulated to Members with the notice convening the meeting.

Technical Difficulties (00:26:04)

The Right Worshipful the Mayor indicated that Councillor N Anderson who was in attendance remotely, was experiencing connection issues, and that he intended moving on to the next agenda item in order to allow Councillor Anderson time to re-connect to the meeting in order to propose formally his Notice of Motion.

13. Confidential Business (00:27:11))

There was no confidential business for consideration

14. Any Other Business (00:27:34)

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14.1 Request for Technical Assistance at Vintage Rally Events (00:27:47)
Alderman J Baird

At the request of Alderman J Baird and in the absence of Committee meetings next month due to the local government elections, it was agreed that technical assistance from the Council in the form of stewarding/gates and security barriers be granted to the Drumbo Vintage Rally on Thursday, 20th July 2023, and Temple and District Vintage and Classic Club Rally on Thursday, 27th July 2023.

14.2 Congratulations to Martin Busch on his Appointment as President to the Irish League of Credit Unions (00:28:28)
Councillor D J Craig

Councillor D J Craig referred the recent retirement of Martin Busch who was well known to the Council having chaired the local Lisburn Citizens Advice Bureau for 15 years and also having been a member of the Lisburn and Castlereagh Policing and Community Safety Partnership (PCSP) for many years. Councillor Craig also advised that Mr Busch currently volunteers as a director of Lisburn Credit Union and recently made the decision to put himself forward for the Presidency of the Irish League of Credit Unions. Mr Busch succeeded in his election campaign and has now been installed in this role as President of the Irish League of Credit Unions. Councillor Craig stated that this is a huge achievement for Mr Busch and also a significant achievement that someone from the Lisburn area has achieved this position.

It was agreed at the request of Councillor D J Craig that a letter from The Right Worshipful the Mayor be sent to Mr Busch congratulating him on his achievement and also wishing him well in his new role.

15. Notice of Motion (Continued from item 12.1 above)

15.1 Support to NI Farmers and Lower Food Prices (00:31:18)

Councillor N Anderson read out his Notice of Motion on the subject of support to NI farmers and lower food prices, as follows:

“This Council recognises the invaluable contribution of the thousands of farmers and other workers within the Agri-foods sector to Lisburn & Castlereagh City Council’s local economy, vibrant community and natural Environment.

This Council notes the late stage in which amendments to the targets within the Climate Change (Northern Ireland) Act 2022 were introduced. This provided insufficient time to assess evidence or satisfactory consult the Agri-food sector. The targets have potential consequences on food security and food prices particularly in the context of a cost of living crisis. The impact of such targets will be keenly felt by NI’s Agri-food industry, the local economy and Lisburn & Castlereagh residents.

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15.1 Support to NI Farmers and Lower Food Prices (Cont'd)

The Council further notes NI farmers are part of the solution. Farmers in NI have signed up to tackling emissions with the GHGIP. Milk production in NI has achieved 68% reduction in fuel and electric emissions between 1990 and 2017. Targets are therefore best considered and achieved in conjunction with this sector.

This Council agrees to write to the Secretary of State to request that HM Government presents a Bill to Parliament to strike down the agricultural targets within the Climate Change (Northern Ireland) Act 2022.”

The Notice of Motion was proposed by Councillor N Anderson and seconded by Alderman W J Dillon.

The Right Worshipful the Mayor, Councillor S Carson, advised that, in accordance with Standing Order 16.1 (6), as the above Notice of Motion fell within the remit of the Environmental Services Committee, it would be referred to that Committee for consideration.

16. Any Other Business (Continued from item 14 above)16.1 Thanks of Councillor S Hughes (00:35:55)

Councillor S Hughes, Chairman of the Corporate Services Committee, who was not standing for re-election in the forthcoming local government elections, wished to put on record his thanks to a number of individuals. He conveyed thanks to The Right Worshipful the Mayor, Councillor S Carson, for the support he had provided to him during his time as Chairman of the Corporate Services Committee. He stated that he and The Right Worshipful the Mayor had attended many events together in their respective roles. Councillor Hughes wished Councillor Carson and his family best wishes for the future.

Councillor Hughes conveyed thanks to the Officers with whom he had worked alongside during his time on the Council – from the Chief Executive and Directors to the various Heads of Service and also to all other members of staff who had helped him with various issues. He referred to his acceptance speech four years ago when he had referred to the adverse communities in which we live, all with different views and all having to be respected. He stated that the qualities of harmony, tolerance and respect were important to him and was hopeful that he had demonstrated these qualities during his time on the Council as we all must do what we can to promote inclusive communities. Councillor Hughes made a number of comments on the current situation in Northern Ireland and his desire to see a fully functioning stable NI Executive.

Councillor Hughes continued by expressing thanks and appreciation to his Ulster Unionist colleagues for having worked effectively as a team. He also thanked his wife, Nicola, as well as his mother and brother for their support, his father having sadly passed away in November 2021. Councillor Hughes stated that he was proud that his father had seen him elected to this Council in 2019 and concluded by wishing everyone well for the future.

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16.2 Tributes to Members not Standing for Re-Election (00:41:25)

The Right Worshipful the Mayor, Councillor S Carson

The Right Worshipful the Mayor wished to pay tribute to those Members of the Council for which this meeting would be their last meeting of Council; namely: Alderman W J Dillon, Councillors N Anderson, F Cole, S Hughes, J McCarthy and John Palmer. The Right Worshipful the Mayor commended each Member for their commitment during their time on the Council and expressed thanks and appreciation for their contribution across the various Committees. He also wished these Members well for the future.

At this point The Right Worshipful the Mayor wished to pay a particular tribute to Alderman W J Dillon who had served in local government for 46 years, having been first elected on 18 May 1977, which he stated was a phenomenal achievement. The Right Worshipful the Mayor spoke of Alderman Dillon's astuteness - a trait he had shown across the all Committees during his time on the Council. The Right Worshipful the Mayor referred to Alderman Dillon as being a particularly efficient Elected Representative and mentioned specifically his recent efforts with DfI Roads in addressing an ongoing issue on Megarrystown Road, Moira. He concluded by saying that Alderman Dillon would be a loss to this Council and also to Local government in Northern Ireland.

The Right Worshipful the Mayor thanked once again the contribution of those Members who were not standing for re-election.

Councillor S Lee (00:47:42)

Councillor S Lee wished to endorse the comments made by The Right Worshipful the Mayor in relation to those Members not standing for re-election and expressed thanks to them for their friendship over the past number of years.

Alderman A G Ewart (00:48:58)

Alderman A G Ewart conveyed best wishes for the future to all those Members who were retiring from Council and in particular wished Councillor John Palmer good wishes for a full recovery following his recent period of ill health.

Alderman Ewart paid tribute to his friend and colleague Alderman W J Dillon who he described as a legend and proceeded to highlight Alderman Dillon's many achievements and accolades during and his time in local government, having been elected on to the then Lisburn Borough Council in 1977. He referred to Alderman Dillon having served two years as Mayor of Lisburn in 2000/2001 and 2001/2002. More recently he had been bestowed with Freeman of Lisburn and Castlereagh in February 2020.

Alderman Ewart referred to Alderman Dillon having been instrumental in many Council initiatives with perhaps one of the most notable being the re-development of the Lagan Valley Island site and the new civic building which is the Council's headquarters today. Alderman Ewart also highlighted that Alderman Dillon had been instrumental in progressing the Harry Ferguson Memorial Aircraft Sculpture

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16.2 Tributes to Members not Standing for Re-Election (Cont'd)

and more recently had been influential in having the Memorial sculpture relocated to Hillsborough Forest Park.

Alderman Ewart also referred to Alderman Dillon having had the privilege during his Mayoral term of representing the Council in 2001 when he welcomed the late HM Queen Elizabeth II and the late Duke of Edinburgh at the official opening of Lagan Valley Island.

Alderman Ewart also mentioned Alderman Dillon's keen interest in all planning matters having given valuable advice and astute judgement at many meetings of the Planning Committee. In 2018 Alderman Dillon had been awarded a lifetime achievement award by NILGA for his services to local government.

Alderman Ewart concluded by thanking Alderman Dillon for his friendship over the years and stated that he had no doubt that Alderman Dillon would continue to be a voice of support and advocate of the work of the Council. He extended best wishes for the future to Alderman Dillon.

Councillor G McCleave (00:52:17)

Councillor G McCleave wished to echo the sentiments expressed by The Right Worshipful the Mayor regarding those Members not standing for re-election and wished those Members well in their future endeavours.

Councillor N Trimble (00:52:47)

Councillor N Trimble wished to be associated with the sentiments expressed in regard to those Members not seeking re-election and conveyed his thanks to them for the years of service they have given to this Council. Councillor Trimble also expressed best wishes to those Councillors seeking re-election.

Councillor Trimble paid tribute to his three colleagues on the UUP who were retiring from the Council; Councillor John Palmer, Alderman W J Dillon and Councillor S Hughes. He wished Councillor John Palmer and Alderman Dillon, both representing Downshire West DEA, the best of health in their retirement and best wishes for the future. He also conveyed best wishes to his Lisburn North DEA colleague, Councillor S Hughes, who he described as having shone very brightly and having gained much respect since coming on to the Council in 2019.

Alderman W J Dillon (00:54:44)

Alderman W J Dillon put on record his thanks to The Right Worshipful the Mayor, Councillor S Carson, the Chief Executive and staff of the Council for the courtesy and respect, and also the friendship that they had afforded him during his time on the Council. He recounted the time in 1977 when he had thought long and hard

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16.2 Tributes to Members not Standing for Re-Election (Cont'd)

about standing for election with the belief at that time that he would serve for one four-year term only.

Alderman Dillon thanked his friend and colleague, Alderman A G Ewart, for his kind words and for his friendship over the years. He recounted some of the highlights of his time on the Council, and thanked the Council for the accolade of the Freedom of the City of Lisburn and Castlereagh which had been bestowed on him in February 2020. Alderman Dillon also welcomed the news that the Park and Ride facility at Moira railway station was finally coming to fruition next year having lobbied continually on this project for the past seven years. Alderman Dillon expressed gratitude to Alderman Ewart for his efforts and valuable assistance with lobbying for the Moira Park and Ride project.

Alderman Dillon concluded by thanking everyone again for the courtesy they had shown him over the years and for their good wishes to him for the future.

At this point the Council gave a round of applause in acknowledgement of Alderman Dillon's lifetime of service to local government.

Alderman J Tinsley left the meeting at 8.13 pm and returned at 8.15 pm.

Alderman S Martin (01:07:05)

Alderman S Martin commended Alderman W J Dillon on his farewell speech and reminded the Council that Alderman Dillon, during his earlier years on the Council, had served this community during the height of its darkest days but also saw the Council through some of its brightest days such as the day when the late HM Queen Elizabeth II came here to Lagan Valley Island to grant City Status to Lisburn. He mentioned too that more recently Alderman Dillon had been fundamental in Hillsborough being granted Royal status. Alderman Martin stated that he held Alderman Dillon in the same regard as other well respected elected members that had gone before such as the late Sammy Semple, the late Charlie Poots, the late Seamus Close and the late Ivan Davis. He stated that this City was much better for Alderman Dillon's service on this Council.

Alderman Martin then paid tribute to the aforementioned Members of Council who were not standing for re-election. He paid a particular tribute to Councillor John Palmer who had become an expert in his fields of which there were many particularly in relation to his roles on the Council's Planning Committee and Policing and Community Safety Partnership and his engagement with many of the statutory bodies all for the benefit of his constituents.

Alderman S Martin paid tribute to two of his Lisburn North colleagues, Councillor S Hughes and Councillor J McCarthy. He referred to the intellect of Councillor Hughes and his clarity of thought, his approach to matters pertaining to health and wellbeing which he described as unfailing. He extended best wishes to Councillor Hughes and his family for the future.

Alderman Martin paid tribute to Councillor J McCarthy who had been elected to Council the same year as himself in 2014. He referred to Councillor McCarthy

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16.2 Tributes to Members not Standing for Re-Election (Cont'd)

having served as Deputy Mayor in 2019/2020 and his sense of humour having left his mark.

In paying tribute to Councillor N Anderson whom he said always put in extra effort in his role as an elected Member and has given a huge amount to his constituents in Castlereagh South. Alderman Martin felt that whilst Councillor Anderson will be saddened to leave the role as Elected Member he has developed a different career path which will allow him to give something back to the community.

Alderman Martin extended best wishes to Councillor Anderson and his family for the future.

In concluding Alderman Martin paid tribute to Councillor F Cole whom he described as an outstanding individual and leader. He stated that he admired her ability to challenge and to think outside the box and wished her and her family well for the future.

Councillor F Cole (01:15:52)

Councillor Cole at the outset expressed thanks and appreciation to The Right Worshipful the Mayor who had been so welcoming to her when she first came on to the Council 12 months' ago. She also extended sincere thanks to her party colleague, the Deputy Mayor, Councillor M Guy, who had become her mentor during her time on the Council and who had stepped up at every occasion.

Councillor Cole thanked her party group leader, Alderman A Grehan, and the Alliance team whom she described as incredibly supportive. Councillor Cole spoke about the need for the Council to continue to be inclusive and to be the voice for every single constituent and about the need for a devolved government that works for everyone. She hoped the new Council would have the same commitment for inclusivity and diversity.

Councillor John Palmer (01:20:04)

Councillor G McCleave left the meeting at 8.26 pm.

Councillor John Palmer rose to express his thanks and appreciation for the kind words from those Members who had spoken. He recalled that he had been appointed as an independent member initially to the then District Policing Partnership (DPP) in 2008 and that following his election in 2011 he had been appointed to the newly formed on the PCSP. Councillor Palmer mentioned many projects which he had been involved in during his time on the Council and thanked all the Officers on the Council for having supported him well during that time.

Deputy Mayor, Councillor M Guy (01:24:39)

The Deputy Mayor, Councillor M Guy, thanked Councillor Cole for stepping in and having served the constituents in Castlereagh South with enthusiasm and wished Councillor Cole good luck for the future.

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Alderman J Tinsley (01:25:59)

Alderman Tinsley thanked each of the Members not standing for re-election for their commitment and contribution to the Council whether it had been one year's service or 46 years' service. He acknowledged the huge sacrifice that was required of those who held public office. He wished all those Members not standing good wishes for the future and assured them that their legacy would live on.

Conclusion of the Meeting (01:28:10)

The Right Worshipful the Mayor, Councillor S Carson, stated that as this current mandate draws to a close he wished to thank each and every Member of Council for their contribution and support over the past four years. It had been a privilege to have served as Mayor of Lisburn and Castlereagh. He wished those Members seeking re-election well in the coming weeks.

He also thanked the Deputy Mayor, Councillor M Guy, for her support and commitment throughout the year and also to the Chief Executive, Directors and all the staff for their help and support.

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

There being no further business for consideration, the meeting was terminated at 8.40 pm.

Mayor

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of the Special Meeting of Council held in the Council Chamber, Lagan Valley Island on Thursday, 1 June 2023 at 12.00 Noon**PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor S Carson

Councillors J Baird, R T Beckett, S Burns, D J Craig,
A G Ewart MBE, A Givan, B Higginson, G Hynds, P Kennedy,
J Lavery BEM, U Mackin, A Martin, T Mitchell, C McCready,
M McKeever, R McLernon, N Parker, S P Porter, J Tinsley
and Hon N Trimble

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Head of Corporate Communication & Administration
Member Services Officers
Technician

Purpose of Meeting

The Special Meeting of Council had been convened in order to bestow the honour of the Freedom of the City of Lisburn and Castlereagh to Mr Keith Getty OBE and Mrs Kristyn Getty.

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Councillor S Carson, welcomed those present to the Special meeting of Council, 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 in attendance at the meeting.

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

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

Prayers

The Right Worshipful the Mayor welcomed everyone, once again, to the meeting, particularly the families and friends of the two very worthy recipients of the Freedom of the City, Mr Keith Getty OBE and Mrs Kristyn Getty. He then invited Rev John Kirkpatrick, Moderator of the Presbyterian Church in Ireland to open the meeting in prayer.

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1. Apologies (00:05:55)

It was agreed to accept apologies for non-attendance at the Special Meeting on behalf of the Deputy Mayor, Councillor M Guy, Councillors D Bassett, P Burke, R Carlin, P Catney, K Dickson, N Eaton, A P Ewing, J Gallen, O Gawith, A Gowan, M Gregg, A Grehan, C Kemp, H Legge, S Lowry, G McCleave, A McIntyre, S Skillen and G Thompson.

2. Election and Admission of Keith Getty OBE and Kristyn Getty as Honorary Burgesses of the City of Lisburn and Castlereagh (00:06:44)

At the request of The Right Worshipful the Mayor, Councillor S Carson, Councillor A G Ewart read the following Resolution of the Council, which had been adopted at a meeting of Council held on 27 August 2019:

“This Council wishes to acknowledge the achievements of Keith and Kristyn Getty, internationally acclaimed Christian singers and songwriters, by conferring on them the Freedom of the City. Keith Getty from Lisburn, and his wife Kristyn, live between Nashville and Northern Ireland, are two of the most prolific and popular writers of the 21st century - including among their repertoire, the World No 1 modern classic "In Christ Alone".”

The above Resolution was proposed by Councillor A G Ewart, seconded by Councillor T Mitchell and agreed.

After Councillor A G Ewart, Councillor T Mitchell and The Right Worshipful the Mayor, Councillor S Carson, had addressed the Council and paid tribute to Mr and Mrs Getty, the recipients of the Freedom of the City were invited to sign the Book of Honorary Freemen and were presented with a Certificate of Grant of the Honorary Freedom of the City of Lisburn and Castlereagh.

Conclusion of the Meeting

At the conclusion of the meeting, The Right Worshipful the Mayor, Councillor S Carson, thanked those present for their attendance and the meeting was terminated at 12.12 pm.

Mayor

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LISBURN & CASTLEREAGH CITY COUNCIL

18

Minutes of the Annual Meeting of Council held remotely and in the Island Civic Centre, The Island, Lisburn, on Thursday, 8 June, 2023 at 12:00 Noon**PRESENT:**

The Right Worshipful the Mayor (Incoming)
Councillor A Gowan

Deputy Mayor
Councillor M Guy (Outgoing)
Councillor G McCleave (Incoming)

Councillors J Baird, D Bassett, R T Beckett, S Burns, R Carlin, P Catney, D J Craig, K Dickson, N Eaton, A G Ewart, A P Ewing, O Gawith, A Givan, M Gregg, A Grehan, B Higginson, G Hynds, C Kemp, P Kennedy, J Lavery, H Legge, S Lowry, U Mackin, A Martin, C McCready, A McIntyre, M McKeever, R McLernon, T Mitchell, N Parker, S P Porter, S Skillen, J Tinsley and N Trimble

IN ATTENDANCE:

Lisburn & Castlereagh City Council

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

Commencement of the Meeting

In the absence of the Outgoing Mayor, Councillor S Carson, the Outgoing Deputy Mayor, Councillor M Guy, took the Chair.

Councillor Guy welcomed those present to the meeting, which would be broadcast live. She made guests in the public gallery aware that they were likely to be captured on the livestream. This data would be processed in the exercise of official authority which covered public functions and powers which were set out in law and to perform a specific task in the public interest.

Councillor Guy requested that all mobile phones be switched off or put on silent for the duration of the meeting and advised that, even though the meeting was being livestreamed, unauthorised recording was not permitted.

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

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

1. Business of The Right Worshipful the Mayor (00:03:40)

Councillor M Guy (Outgoing Deputy Mayor) advised that she had deputised for the Mayor at a number of engagements since the previous meeting of Council.

2. Apologies (00:03:50)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillors P Burke, J Gallen and G Thompson.

3. Declarations of Interest (00:04:04)

There were no declarations of interest.

4. Annual Meeting Minutes (00:04:15)

Members were provided with, and noted the contents of, a copy of the minutes of the Annual Meeting held on 7 June, 2022 which had been adopted and signed at the meeting of Council held on 28 June, 2022.

5. Appointing Parties to Positions of Responsibility and Non Positions of Responsibility (for 4 year term) (00:04:34)

The Council, at its meeting held on 28 March, 2023, had agreed that the method for the election of positions of responsibility and non positions of responsibility for Lisburn & Castlereagh City Council be d'Hondt.

Information in respect of the appointment of political parties to positions of responsibility and non positions of responsibility for the four-year term, as put forward by the respective Party Nominating Officers, was displayed on the screens in the Council Chamber during the meeting.

It was proposed by Councillor J Tinsley, seconded by Councillor A Grehan and agreed that the appointments be approved.

6. Election of Mayor 2023/24 (00:05:28)

At this stage, Councillor J Tinsley, read out a statement on behalf of former Mayor, Councillor Scott Carson, who was unable to be present at the meeting. Mr Carson thanked all those who had supported him in fulfilling his duties throughout the momentous year during which he had served as Mayor. Particular thanks were

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6. Election of Mayor 2023/24 (Contd)

paid to his party colleagues for having nominated him to this position, the Deputy Mayor for her support, his employer for his patience and understanding throughout the year, Council staff, the Mayor's Chaplain and his family. Councillor Carson wished the Incoming Mayor well for the year ahead.

Councillor M Guy (Outgoing Deputy Mayor) thanked Councillor Carson for the opportunities he had afforded her to deputise for him during the past year. She also thanked the team in the Mayor's office, the Chief Executive and her Alliance Party colleagues for having nominated her to the position of Deputy Mayor. Councillor Guy paid tribute to former Elected Member, Stephen Martin, thanking him for his contribution to the Council and the Alliance Party team over many years. She expressed her thanks to her family for their support during her term as Deputy Mayor. Councillor Guy stated that it had been a great privilege to have served as Deputy Mayor. The experience had been a valuable one in broadening her perspective and was something on which she would always reflect back on with much affection. In finishing, Councillor Guy stated that the Council was meeting today as a new Council group and she hoped that Elected Members could work together positively to the benefit of the residents of the Council area.

Councillor M Guy (Outgoing Deputy Mayor) declared the Office of Mayor and the Office of Deputy Mayor vacant and she removed her Chain of Office.

Councillor Guy sought nominations for the Office of Mayor for the ensuing year 2023/24.

Councillor J Tinsley, having commended both the Outgoing Mayor and Deputy Mayor for their work during the year, proposed that Councillor A Gowan be nominated for the position of Mayor of Lisburn & Castlereagh for the ensuing year 2023/24. This was seconded by Councillor S P Porter and agreed.

There being no other nominations for the Office of Mayor, Councillor M Guy declared Councillor A Gowan elected Mayor of the City of Lisburn & Castlereagh for the year 2023/24.

Councillor A Grehan paid tribute to the Outgoing Mayor and Deputy Mayor, and thanked them for all they had done for the Council throughout the year. She also paid tribute to those former Elected Members who had not returned to Council this term. Councillor Trimble echoed tributes paid to the Outgoing Mayor and Deputy Mayor.

Councillor M Guy vacated her seat at this point, having offered her congratulations to Councillor Gowan.

Councillor A Gowan was invested with his Chain of Office and signed the Declaration on Acceptance of Office.

The Right Worshipful the Mayor, Councillor A Gowan, stated that it had been an honour to be returned to Council in the recent Local Government Elections. It was a special role but carried with it much responsibility. He gave an assurance to his constituents that, as he embarked upon the role of Mayor for the forthcoming year,

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6. Election of Mayor 2023/24 (Contd)

the work he did on their behalf would continue undiminished and unabated. He thanked his party colleagues for nominating him to the position of Mayor. Councillor Gowan welcomed and respected the breadth of differing opinion and diversity in the Council Chamber. He would work with all his colleagues to deliver and make a positive difference for the people of the Council area.

The Right Worshipful the Mayor, Councillor A Gowan, having commented on the rewarding work he carried out as a volunteer in the community, stated that his theme for the coming year would be "Playing Our Part". He paid tribute to all those people who were involved in volunteering. It was important for Elected Members to lead by example and he encouraged colleagues to get involved.

Councillor Gowan advised that his mayoral charity for the year would be Cancer Fund for Children. He hoped the Council would come together as a team to raise as much money as possible to support the amazing work of this charity.

The Right Worshipful the Mayor paid tribute to the Outgoing Mayor and Mayoress and their family. Councillor Carson had served the Council and the people of Lisburn and Castlereagh with distinction during his term in office and in what had been a significant year in history with the passing of former Queen Elizabeth II and the coronation of His Majesty King Charles III. He also paid tribute to the Outgoing Deputy Mayor, Councillor M Guy.

The Right Worshipful the Mayor advised that his chaplain for the forthcoming year would be Mr Danny Roberts, Youth and Schools Outreach Coordinator for Logos Ministries International. Mr Roberts was also Chairman of Dromara Connect in the Mayor's District Electoral Area of Downshire East.

The Right Worshipful the Mayor, Councillor A Gowan, paid tribute to former Elected Members who had not returned to Council this term and thanked them for their service. He welcomed newly Elected Members and encouraged all colleagues to work together for the betterment of their constituents.

Finally, The Right Worshipful the Mayor thanked his wife and family for their support during his time on Council. He thanked his father for his constant support and advice throughout his life and he also paid a heartfelt tribute to his mother who had sadly passed away the previous year.

Councillor A Grehan congratulated Councillor Gowan on his nomination to the position of Mayor, wished him well for the year ahead and offered the support of her party in assisting in any way possible to raise money for this very worthy charity.

7. Election of Deputy Mayor 2023/2024 (00:33:21)

The Right Worshipful the Mayor, Councillor A Gowan, sought nominations for the position of Deputy Mayor for the ensuing year 2023/24.

Councillor R Carlin commended both the Outgoing Mayor and Deputy Mayor for their work during the previous year, congratulated Councillor Gowan on his

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7. Election of Deputy Mayor 2023/2024 (Contd)

nomination to the position of Mayor for coming year and paid tribute to former Elected Members who had not returned to Council this term. He proposed that Councillor G McCleave be nominated for the position of Deputy Mayor of Lisburn & Castlereagh for the ensuring year 2023/24. This was seconded by Councillor D Bassett and agreed.

There being no further nominations for the Office of Deputy Mayor, The Right Worshipful the Mayor, Councillor A Gowan, declared Councillor G McCleave elected Deputy Mayor of the City of Lisburn & Castlereagh for the year 2023/24.

Councillor G McCleave was invested with his Chain of Office and signed the Declaration on Acceptance of Office.

The Deputy Mayor, Councillor G McCleave, congratulated Councillor Gowan on having been nominated to the position of Mayor and stated that he looked forward to working with him over the coming year. He thanked his party for nominating him for the position of Deputy Mayor. Councillor McCleave stated that he looked forward to building relationships over the coming year and was committed to working for all constituents across the Council area. He thanked his wife and family for their support and welcomed newly Elected Members to the Council.

Councillors N Trimble, A Grehan and P Catney congratulated the newly elected Mayor and Deputy Mayor and wished them every success and support for their year ahead.

Councillor P Catney referred to a forthcoming visit by a man associated with the Council's Friendship Agreement with Whanganui in New Zealand and asked that the Mayor would mark this visit. The Right Worshipful the Mayor, Councillor A Gowan, agreed to speak to Councillor Catney following the meeting.

8. Election of Members to Positions of Responsibility and Non Positions of Responsibility (00:42:24)

Information in respect of the election of Members to positions of responsibility and non positions of responsibility for the four-year term, as put forward by the respective Party Nominating Officers, was displayed on the screens in the Council Chamber during the meeting.

It was proposed by Councillor J Tinsley, seconded by Councillor A Grehan and agreed that the election of Members be approved, as follows:

Positions of Responsibility

8.1 Planning Committee

It was agreed that Councillor M Gregg be elected Chairman and Councillor U Mackin be elected Vice-Chairman of the Planning Committee for the year 2023/24.

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8.2 Governance and Audit Committee

It was agreed that Councillor R McLernon be elected Chairman of the Governance and Audit Committee for the year 2023/24.

8.3 Communities and Wellbeing Committee

It was agreed that Councillor R T Beckett be elected Chairman and Councillor J Gallen be elected Vice-Chairman of the Communities and Wellbeing Committee for the year 2023/24.

8.4 Environment and Sustainability Committee

It was agreed that Councillor C McCready be elected Chairman and Councillor R Carlin be elected Vice-Chairman of the Environment and Sustainability Committee for the year 2023/24.

8.5 Regeneration and Growth Committee

It was agreed that Councillor J Laverty be elected Chairman and Councillor T Mitchell be elected Vice-Chairman of the Regeneration and Growth Committee for the year 2023/24.

8.6 Corporate Services Committee

It was agreed that Councillor O Gawith be elected Chairman and Councillor A P Ewing be elected Vice-Chairman of the Corporate Services Committee for the year 2023/24.

Outside Bodies (Positions of Responsibility)

8.7 Northern Ireland Housing Council (4 Year Term)

It was agreed that Councillor A Grehan be nominated to represent the Council on the Northern Ireland Housing Council for the term of the Council.

8.8 Reserve Forces Cadets (Veterans Champion) (4 Year Term)

It was agreed that Councillor J Tinsley be nominated to represent the Council on the Reserve Forces Cadets (Veterans Champion) for the term of the Council.

8.9 arc21 (4 Year Term)

It was agreed that the undernoted Members be nominated to represent the Council on arc21 for the term of the Council:

Councillor A Givan
Councillor S Skillen
Councillor P Kennedy

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8.10 Lisburn & Castlereagh Policing and Community Safety Partnership
(4 Year Term)

It was agreed that the undernoted Members be nominated to the Lisburn & Castlereagh Policing and Community Safety Partnership (PCSP) for the term of the Council:

Councillor A Givan
Councillor B Higginson
Councillor J Lavery
Councillor S Lowry
Councillor M McKeever
Councillor C Kemp
Councillor T Mitchell
Councillor A Martin
Councillor P Burke
Councillor J Gallen

It was agreed that Councillor A Givan be elected as Chairman of PCSP for the ensuing year.

Non Positions of Responsibility

8.11 National Association of Councillors (4 year term)

It was agreed that the undernoted Members be nominated to represent the Council on the National Association of Councillors for the term of the Council:

Councillor A P Ewing
Councillor R T Beckett
Councillor N Eaton
Councillor G Thompson
Councillor H Legge
Councillor D Bassett
Councillor J Gallen
Councillor G Hynds

8.12 Northern Ireland Local Government Association (4 Year Term)

It was agreed that the undernoted Members be nominated to represent the Council on the Northern Ireland Local Government Association for the term of the Council:

Councillor B Higginson
Councillor U Mackin
Councillor A G Ewart
Councillor P Kennedy
Councillor N Parker
Councillor M Guy
Councillor H Legge
Councillor R Carlin

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It was proposed by Councillor J Tinsley, seconded by Councillor A Grehan and agreed that approval be given to the payment of expenses related to nominated Members' attendance at meetings/conferences associated with the National Association of Councillors and Northern Ireland Local Government Association for the duration of the Council term.

9 Appointing Parties to Committees (for 4 Year Term) (00:44:57)

The Council, at its meeting held on 28 March, 2023, agreed that the method for appointing parties to Committees be Quota Greatest Remainder.

Information in respect of appointing parties to Committees for the four-year term, as put forward by the respective Party Nominating Officers, was displayed on the screens in the Council Chamber during the meeting.

It was proposed by Councillor J Tinsley, seconded by Councillor A Grehan and agreed that the appointment of parties to Committees be approved.

10 Committee Membership 2023/2024 (00:46:03)

Each Party Nominating Officer having put forward proposals in respect of the filling of Committee positions for the ensuing year, the following was agreed:

10.1 Planning Committee

Councillor J Tinsley
Councillor D J Craig
Councillor S Burns
Councillor G Thompson
Councillor O Gawith
Councillor N Trimble
Councillor A Martin
Councillor D Bassett
Councillor P Catney

10.2 Governance and Audit Committee

Councillor S Burns
Councillor A Givan
Councillor A P Ewing
Councillor S P Porter
Councillor D J Craig
Councillor S Lowry
Councillor M McKeever
Councillor O Gawith
Councillor P Kennedy
Councillor C Kemp
Councillor A Martin
Councillor D Bassett
Councillor P Burke
Councillor J Gallen

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10.2 Governance and Audit Committee (Contd)

It was noted that The Right Worshipful the Mayor, Councillor A Gowan, and the Deputy Mayor, Councillor G McCleave, were ex-officio Members of the above Committee.

10.3 Communities and Wellbeing Committee

Councillor D J Craig
Councillor B Higginson
Councillor S Skillen
Councillor S P Porter
Councillor S Lowry
Councillor N Eaton
Councillor A McIntyre
Councillor G Thompson
Councillor A Grehan
Councillor H Legge
Councillor T Mitchell
Councillor R Carlin
Councillor D Bassett

It was noted that The Right Worshipful the Mayor, Councillor A Gowan, and the Deputy Mayor, Councillor G McCleave, were ex-officio Members of the above Committee.

10.4 Environment and Sustainability Committee

Councillor S Skillen
Councillor J Tinsley
Councillor S Burns
Councillor J Lavery
Councillor M Gregg
Councillor M McKeever
Councillor A McIntyre
Councillor P Kennedy
Councillor N Parker
Councillor J Baird
Councillor R McLernon
Councillor G Hynds
Councillor P Catney

It was noted that The Right Worshipful the Mayor, Councillor A Gowan, and the Deputy Mayor, Councillor G McCleave, were ex-officio Members of the above Committee.

10.5 Regeneration and Growth Committee

Councillor C McCready
Councillor A G Ewart
Councillor S P Porter
Councillor U Mackin

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10.5 Regeneration and Growth Committee (Contd)

Councillor M Gregg
Councillor M Guy
Councillor K Dickson
Councillor A Grehan
Councillor N Parker
Councillor J Baird
Councillor A Martin
Councillor P Burke
Councillor J Gallen

It was noted that The Right Worshipful the Mayor, Councillor A Gowan, and the Deputy Mayor, Councillor G McCleave, were ex-officio Members of the above Committee.

10.6 Corporate Services Committee

Councillor A G Ewart
Councillor A Givan
Councillor U Mackin
Councillor R T Beckett
Councillor B Higginson
Councillor M Guy
Councillor N Eaton
Councillor K Dickson
Councillor C Kemp
Councillor N Trimble
Councillor H Legge
Councillor R Carlin
Councillor P Burke

It was noted that The Right Worshipful the Mayor, Councillor A Gowan, and the Deputy Mayor, Councillor G McCleave, were ex-officio Members of the above Committee.

11 Election of Aldermen (for 4 Year Term) (00:47:58)

Further to proposals by Party Nominating Officers, it was agreed that the undernoted Members be elected to the position of Aldermen for the term of the Council:

Councillor S P Porter
Councillor J Tinsley
Councillor A G Ewart
Councillor S Skillen
Councillor J Baird
Councillor H Legge
Councillor A Grehan
Councillor O Gawith
Councillor M Gregg
Councillor M Guy

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At the conclusion of the meeting, The Right Worshipful the Mayor, Councillor A Gowan, extended best wishes to the newly elected Aldermen.

There being no further business for consideration, the meeting was terminated at 12.51 pm.

Mayor

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LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Communities and Wellbeing Committee held in the Island Civic Centre, Lisburn, and remotely, on Tuesday 13th June 2023 at 6.00pm

PRESENT: Councillor R T Beckett (Chairperson)

The Right Worshipful the Mayor, Councillor A Gowan

Deputy Mayor Councillor G McCleave

Aldermen A Grehan, S P Porter and H Legge; and
Councillors D Bassett, R Carlin, D J Craig, N Eaton,
J Gallen, B Higginson, A McIntyre and T Mitchell.

PRESENT REMOTELY: Alderman S Skillen and Councillor S Lowry.

OTHER MEMBERS IN ATTENDANCE: Alderman M Guy (Zoom) and Councillors C McCready, G Hynds and U Mackin.

IN ATTENDANCE: Director of Leisure and Community Wellbeing
Director of Regeneration and Growth
Head of Communities
Acting Head of Parks and Amenities
Head of Sports Services
Head of Economic Development
Member Services Officers (BF and EW).

1. Apology (2.40)

An apology was submitted on behalf of Councillor G Thompson.

(Councillor D J Craig entered the Chamber at 6:04pm.)

2. Declarations of Interest (3.48)

Regarding item 3.3 re: 'DEA Investment Programme – Communities Facilities Fund 2023/24' The Right Worshipful the Mayor, Councillor A Gowan, declared an interest in that he was a member of Annahilt LOL 752, which had applied for funding under the fund.

Councillor D J Craig declared an interest in item 5.2 re: 'Laurelhill and Lough Moss – Development of 3G Pitches' in that he was a member of the Board of the Education Authority, Chairperson of the Board of Governors of Laurelhill Community College and Chairperson of Laurelhill Sportzone Committee.

3. Report of the Head of Communities

3.1 Pride of Place Awards 2023 (4.00)

The Head of Communities reported that three entries had been submitted for consideration within the scope of the above-mentioned awards, namely, Lisburn City Church Community

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Trust in the 'City Category', whilst in the 'Main Category', entries had been submitted for the Live Life Wellbeing Centre and Dromara Connect. The awards ceremony was scheduled to take place in the Armagh City Hotel on Friday 10th November, and it was anticipated that the cost associated with the attendance of the Council's delegation would be in the region of £2,000, provision for which had been included in the department's budgets. The cost would include the attendance of two representatives of each nominated group, together with four Elected Members and officers as considered appropriate.

It was proposed by Councillor A McIntyre, seconded by Councillor T Mitchell, and agreed that the Committee note the information provided and agrees further that the Council would nominate three groups annually to the Pride of Place Awards. In addition, delegated authority was granted to the Chairperson and Vice-Chairperson, in consultation with the Head of Communities, to approve future nominations.

3.2 Policing and Community Partnership – Independent Members (6.46)

The Committee was informed that the Northern Ireland Policing Board would be overseeing a recruitment exercise to appoint Independent Members to the Policing and Community Safety Partnerships (PCSP) in 2024. As such, the Committee had been requested to nominate four elected PCSP Members to undergo recruitment and selection training for an interviewing panel, one of which would be appointed to act as Chairperson and, in addition, two reserve Members.

The Committee agreed that Councillor A Givan, as Chairperson of the PCSP, be nominated on behalf of the DUP as Chairperson of the panel. In addition, it was agreed that one PCSP representative be sought from the Ulster Unionist Party, Sinn Fein and the Alliance Party (that being, Councillor S Lowry) with Councillors J Laverty and J Gallen acting as reserve nominees.

3.3 DEA Investment Programme – Communities Facilities Fund 2023/24 (11.32)

(The Right Worshipful the Mayor, Councillor A Gowan, withdrew from the meeting whilst this matter was under consideration.)

The Committee was reminded that applications for support under the above-mentioned fund had closed on 8th May. The Head of Communities outlined the key aspects of a table of outcomes and reported that 38 applications had been received and assessed, of which 32 had been successful. The total amount of support claimed had been £293,469.

It was proposed by Councillor R Carlin, seconded by Councillor A McIntyre, and agreed that the Committee approve the funding awards as set out; agree that feedback be provided to unsuccessful applicants; and that the programme be reviewed to support its delivery in future years.

4.0 Any Other Business (AOB) - Non-Confidential Matters (16.18)

In considering AOB, the Chairperson indicated it would be preferable if Members raised such matters with the Director initially, so that items could be notified to him in advance for inclusion on the agenda, preferable twenty-four hours prior to a meeting. He indicated that this would provide officers with an opportunity to respond accordingly at Committee. He noted that this would not preclude Members from raising, without notice, emerging issues of urgency.

The Chairperson stated also that, should it remain the will of the Committee, he would exercise flexibility and continue to permit Members to raise AOB as part of the standard agenda, as had been the practice previously.

Councillor J Gallen pointed out that he had contacted the Chairperson prior to the meeting regarding the possibility of installing low energy solar lights at the perimeter path at Hydebank Playing Fields and had then raised the matter with the Director. In response, the Director confirmed that she would discuss the request with colleagues in the Regeneration and Growth Department and update Councillor Gallen accordingly.

The Committee discussed and noted the comments of the Chairperson.

(Alderman S Skillen left the meeting at 6.18pm.)

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

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

It was proposed by Councillor D J Craig, seconded by Councillor T Mitchell, 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.

5.1 Winter 2023 – Draft Programme of Events

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

The Committee considered a report in respect of the above-mentioned matter and, after discussion, it agreed to adopt the recommendations of the Director of Leisure and Community Wellbeing as set out, subject to the following:

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

Resolved - That the digital Christmas tree located previously in Market Square would remain at that site as part of the 2023 programme.

Proposed by Councillor R Carlin,
Seconded by Councillor N Eaton and

Resolved - That officers examine the feasibility of providing Christmas lighting in the Four Winds area of Newtownbreda in the Castlereagh South DEA.

Proposed by the Right Worshipful the Mayor Councillor A Gowan,
Seconded by Alderman S P Porter and

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Resolved – that officers undertake to submit a report to a future meeting of the Committee outlining the costs that would be incurred in hosting the Christmas Parade in 2023, together with an overview of the feasibility of that event being included in the 2023 programme.

Arising from discussion in the previous matter, the Director advised that she would liaise with the Chairperson to discuss a suitable date to bring a report back for Members' consideration.

5.1.1 Twilight by Fairy Light 2023

With regard to a proposal within the report in respect of the 'Twilight by Fairy Light' event in 2023, it was:

Proposed by Alderman A Grehan,
Seconded by Alderman P Porter and

Resolved – That the Committee agrees that the Twilight by Fairy Light event would take place in 2023.

(Councillor U Mackin left the meeting at 6.47pm.)

5.2 Laurelhill and Lough Moss – Development of 3G Pitches

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

Proposed by Councillor J Gallen,
Seconded by Councillor N Eaton and

Resolved – That the Committee agrees to adopt the recommendations of the Director of Leisure and Community Wellbeing as set out within the report and award the contracts for the developments as outlined. It was agreed also that the Council, at its meeting on 27th June, be requested to grant delegated authority to the Chairperson and Vice-Chairperson of the Regeneration and Growth Committee, in consultation with the Director of Regeneration and Growth, to negotiate and agree the lease of lands as outlined.

Arising from discussion, the Committee noted comments made by Councillor J Gallen regarding the retention of the Junior Park Run at Lough Moss during the site works for the 3G pitch, together with a request that the juvenile grass Gaelic games pitch at Lough Moss be retained.

(Councillor C McCready left the meeting at 7.10pm.)

5.3 Community Investment Fund – Phase II Pilot Extensions

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

The Committee agreed to adopt the recommendations of the Head of Communities as set out within the report, namely, that letters of offer be forwarded to both Crewe United FC and Lisburn Rugby Football Club for the purposes outlined.

5.4 Good Relations Programme

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

The Committee agreed to note the information provided within the report of the Head of Communities in respect of the proposed cut to the Good Relations budget and the Council's response to the associated Equality Impact Assessment, which had been issued by the Executive Office. The Committee noted further the proposals submitted to review the Council's Good Relations Action Plan once further clarity had been received.

5.5 Rebuild of Moira Demesne Boundary Wall

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

The Committee approved the financial appraisal for the above-mentioned project to enable the matter to progress to procurement stage.

6. Resumption of Normal Business

It was proposed by Councillor T Mitchell, seconded by Councillor B Higginson, and agreed that normal business be resumed.

There being no further business, the meeting ended at 8:05pm.

Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Environment and Sustainability Committee held in the Council Chamber, Island Civic Centre, and remotely, on Wednesday 14th June 2023 at 6.00 pm****PRESENT IN CHAMBER:**

Councillor C McCreedy (Chairman)
 Councillor R Carlin (Vice-Chairman)
 Deputy Mayor, Councillor G McCleave
 Aldermen J Baird, M Gregg, S Skillen, J Tinsley
 Councillors S Burns, G Hynds, J Lavery BEM, A McIntyre, M McKeever and R McLernon

PRESENT IN REMOTE LOCATION:

The Right Worshipful the Mayor, Councillor A Gowan

OTHER MEMBERS:

Councillor U Mackin

IN ATTENDANCE:**In Chamber:**

Acting Director of Environmental Services (RH)
 Head of Service (Waste Management and Operational Services) (WM)
 Head of Service (Building Control and Sustainability) (CD)
 Acting Head of Service (Environmental Health, Risk and Emergency Planning) (SC)
 Member Services Officers (CH, CR)

Commencement of the Meeting

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

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

1. Apologies (00:02:52)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillors P Catney, P Kennedy and N Parker.

2. Declarations of Interest (00:03:15)

There were no Declarations of Interest.

3. Report by the Acting Director of Environmental Services (00:03:27)

3.1 Notice of Motion in the name of former Councillor Nathan Anderson
-Support NI Farmers and Lower Food Prices (00:03:33)

Members were provided with a copy of the following Notice of Motion in the name of former Councillor N Anderson, which had been referred to the Committee by Council on 25 April 2023 for consideration:

“This Council recognises the invaluable contribution of the thousands of farmers and other workers within the Agri-foods sector to Lisburn & Castlereagh City Council’s local economy, vibrant community and natural Environment.

This Council notes the late stage in which amendments to the targets within the Climate Change (Northern Ireland) Act 2022 were introduced. This provided insufficient time to assess evidence or satisfactorily consult the Agri-food sector. The targets have potential consequences on food security and food prices particularly in the context of a cost of living crisis. The impact of such targets will be keenly felt by NI’s Agri-food industry, the local economy and Lisburn & Castlereagh residents.

The Council further notes NI farmers are part of the solution. Farmers in NI have signed up to tackling emissions with the GHGIP. Milk production in NI has achieved 68% reduction in fuel and electric emissions between 1990 and 2017. Targets are therefore best considered and achieved in conjunction with this sector.

This Council agrees to write to the Secretary of State to request that HM Government presents a Bill to Parliament to strike down the agricultural targets within the Climate Change (Northern Ireland) Act 2022.”

Alderman J Baird spoke in support of the Notice of Motion, requesting that the last paragraph of the Notice of motion be amended as follows:

‘This Council agrees to write to the Secretary of State to request that HM Government presents a Bill to Parliament to review the agricultural targets within the Climate Change (Northern Ireland) Act 2022’.

3.1 Notice of Motion in the name of former Councillor Nathan Anderson
-Support NI Farmers and Lower Food Prices Cont'd

Alderman M Gregg also requested that an amendment to the last paragraph of the Notice of Motion be made as follows:

‘This Council agrees to write to the Secretary of State to request that HM Government reviews, in line with the current Climate Change Emergency Bill, the agricultural targets within the Climate Change (Northern Ireland) Act 2022.’

Alderman J Baird indicated his agreement to the amendment as requested by Alderman M Gregg.

Councillor R Carlin requested the removal of the second sentence of the second paragraph of the Notice of Motion as follows:

‘This provided insufficient time to assess evidence or satisfactorily consult the Agrifood sector’.

Alderman J Baird indicated his agreement to the amendment as requested by Councillor R Carlin.

In summing up the Acting Director of Environmental Services read out the amended Notice of Motion as follows:

“This Council recognises the invaluable contribution of the thousands of farmers and other workers within the Agri-foods sector to Lisburn & Castlereagh City Council’s local economy, vibrant community and natural Environment.

This Council notes the late stage in which amendments to the targets within the Climate Change (Northern Ireland) Act 2022 were introduced. The targets have potential consequences on food security and food prices particularly in the context of a cost of living crisis. The impact of such targets will be keenly felt by NI’s Agri-food industry, the local economy and Lisburn & Castlereagh residents.

The Council further notes NI farmers are part of the solution. Farmers in NI have signed up to tackling emissions with the GHGIP. Milk production in NI has achieved 68% reduction in fuel and electric emissions between 1990 and 2017. Targets are therefore best considered and achieved in conjunction with this sector.

‘This Council agrees to write to the Secretary of State to request that HM Government reviews, in line with the current Climate Change Emergency Bill, the agricultural targets within the Climate Change (Northern Ireland) Act 2022.’

Further to members indicating their agreement for the amended Notice of Motion, it was proposed by Alderman J Baird and seconded by Councillor R McLernon.

4. Report by the Head of Service (Building Control and Sustainability) (00:17:10)

4.1 DAERA Consultation on 'Climate Change Reporting by Specified Public Bodies – Developing New Regulations' (00:17:20)

The Committee considered a report which provided information in connection with a consultation launched by DAERA in relation to Climate Change Reporting by Specified Public Bodies.

It was reported that the closing date for the consultation was 9th June 2023, however the Department had agreed to extend the closing date until 30th June 2023, due to the Local Government Elections.

Members were provided with a copy of the draft response to be submitted on behalf of the Council which included responses and views that had been received from Members.

It was proposed by Councillor A McIntyre, seconded by Alderman J Baird, and agreed to recommend that the Council's response in relation to the DAERA Consultation on 'Climate Change Reporting by Specified Public Bodies – Developing New Regulations' be approved.

5. Report by the Acting Head of Service (Environmental Health, Risk and Emergency Planning) (00:19:27)

5.1 Department of Justice Service Level Agreement (00:19:35)

The Head of Service (Environmental Health, Risk and Sustainability) set out in her report the key information in relation to an updated Service Level Agreement (SLA) between the Department of Justice and District Councils in respect of Council Warranted Officers enforcing:

- a) The Manufacture and Storage of Explosives Regulations (Northern Ireland) 2006 on behalf of the Department in respect of the items listed in Service Schedule 1; and
- b) The Explosives (Fireworks) Regulations (Northern Ireland) 2002 in relation to the licensing of fireworks displays.

It was further reported that the SLA was approved by Environmental Health Northern Ireland (EHNI) on 15 March 2023. A copy of the updated SLA had been circulated to Members for their consideration.

It was proposed by Councillor A McIntyre, seconded by Alderman J Baird, and agreed to recommend that the Acting Director of Environmental Services to sign the Service Level Agreement between Lisburn & Castlereagh City Council and the Department of Justice on behalf of the Council be approved.

5.2 Regulated Stand at Down Royal Racecourse (00:22:34)

The Committee considered a report in relation to an application by Down Royal Racecourse for a Regulated Stand Certificate. It was reported that under the provisions of the Safety of Sports Grounds (Northern Ireland) Order 2006, the Council was required to issue Regulated Stand Certificates to stands that:

- a) provided covered accommodation for 500 or more spectators, and
- b) were not located in a designated sports ground.

It was further explained that the Regulated Stand General Safety Certificate, including its terms and conditions if properly applied, should ensure the reasonable safety of spectators attending specified activities at the Regulated Stand at the venue.

Members were provided with a copy of the Regulated Stand Certificate for Down Royal Racecourse for consideration, which included maximum number of spectators, the entry and exiting arrangements, safety management arrangements and contingency plans in the event of an incident.

It was proposed by Councillor R McLernon, seconded by Alderman M Gregg and agreed to recommend that the Regulated Stand Certificate for Down Royal Racecourse in accordance with Safety of Sports Grounds (Northern Ireland) Order 2006 be approved.

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

6. Any Other Business (Agenda item 7.0 refers) (00:24:08)

6.1 Provision of Household Recycling Centre (HRC) Alderman S Skillen (00:24:18)

The Right Worshipful the Mayor, Councillor A Gowan left the meeting remotely at 6.26 pm.

Alderman S Skillen raised concern on the inadequate provision of HRCs in the Dundonald area. Councillor S Skillen's comments in relation to the HRC provision were endorsed by Alderman M Gregg.

Members highlighted that similar issues existed with the Cutts HRC as it sat on the boundary of Belfast City Council and Crumlin HRC which was much closer for Glenavy residents to access than the Cutts HRC where they currently have to travel.

6.1 Provision of Household Recycling Centre (HRC) Cont'd

Further to discussion, it was proposed by Alderman S Skillen seconded by Alderman Martin Gregg and agreed to recommend that a report to be tabled to a future Environment & Sustainability Committee be approved, to include;

- consideration given to a stand-alone Household Recycling Facility in Dundonald, including associated costs and possible location,
- details on the possibility of more centrally located HRCs within the Council area; and
- outcomes of Officers re-engagement with neighbouring Councils to ascertain the feasibility of entering into a service level agreement whereby, Lisburn and Castlereagh City Council rate payers could utilise other Council HRC sites.

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

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

"In Committee"

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

The member of the press seated in the public gallery left the meeting (6.34 pm).

7.1 Provision of a kerbside sort service for the collection and recycling of dry recyclables and food waste from households within the Lisburn & Castlereagh City Council area (Agenda item 6.1 refers) (Report will not be made available)

The Right Worshipful the Mayor, Councillor A Gowan re-joined the meeting at 6.39 pm.

The Head of Service (Waste Management and Operational Services) presented this item of business. Officers responded to a number of questions from the Committee arising from the report. It was proposed by Alderman J Baird, seconded by Alderman M Gregg, and agreed to recommend that:

- the Preliminary Expenditure Form and Financial Appraisal be approved; and
- the procurement exercise for the provision of a kerbside sort service for the collection and recycling of dry recyclables and food waste from households within the Lisburn & Castlereagh City Council area as outlined in the report be approved.

7.2 Software Licensing, Support & Maintenance for Building Control and Environmental Health Information Management Systems (Agenda item 6.2 refers) (Redacted report to be published on award of contract)

The Head of Service (Building Control and Sustainability) presented this item of business.

It was proposed by Alderman J Baird, seconded by Alderman M Gregg, and agreed to recommend that the award of the Single Tender Action for the Licensing Agreement for Building Control and Environmental Health software, including Support and Maintenance for the existing IT software provider, IDOX Software Ltd, for a period up to 31st March 2026, be approved.

7.3 Department for Communities: Period of notice given to terminate the Affordable Warmth Scheme partnership agreement with Councils (Agenda item 6.3 refers) (Report will not be made available)

The Head of Service (Building Control and Sustainability) presented this item of business and responded to a number of questions and comments from the Committee arising from the report.

The Chairman, Councillor C McCready extended his thanks to Officers, and requested that the Committees appreciation be passed to the team for all their work in relation to the Affordable Warmth Scheme. This sentiment was endorsed by Alderman J Tinsley, who paid tribute to Mrs Brenda Harbinson as she had carried out fantastic work to the benefit of many people in the area.

Further to the Committee having noted the report on and the discontinuation of the Councils role in the Affordable Warmth Scheme from 31st August 2023, it was proposed by Vice-Chairman, Councillor R Carlin, seconded by the Deputy Mayor, Councillor G McCleave, and agreed to recommend that:

- a letter of correspondence be written to the Department for Communities (DfC) to express the Councils disappointment that the partnership agreement with Councils was being terminated; and
- the letter would include the concerns raised by Members as outlined during the Environment and Sustainability Committee meeting.

7.4 Potential Land Acquisition for Cemetery Use (Agenda item 6.4 refers) (Redacted report to be published December 2023)

Councillor U Mackin left the meeting at 7.23 pm.

The Acting Head of Service for Environmental, Risk and Emergency Planning presented this item of business and provided an update in relation to the above matter. Officers responded to a number of questions and comments from the Committee arising from the report.

7.4 Potential Land Acquisition for Cemetery Use (Agenda item 6.4 refers)
Cont'd

It was proposed by Alderman M Gregg, seconded Alderman J Baird, and agreed to recommend that:

- the update report on the possible acquisition of land to enable the extension of the existing cemetery, Lisburn New Cemetery Extension, for provision of burial space be noted; and
- a report on the potential acquisition of land adjoining the Cemetery to be tabled to a future meeting for Members consideration be approved.

Resumption of Normal Business

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

There being no further business, the meeting concluded at 7.30 pm.

Mayor/Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Regeneration & Growth Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Thursday 15th June, 2023 at 7.04 pm****PRESENT IN
THE CHAMBER:**

Councillor J Lavery BEM (Chairman)
 Councillor T Mitchell (Vice Chairperson)
 The Right Worshipful the Mayor, Councillor A Gowan
 Aldermen J Baird, M Gregg, A Grehan and M Guy
 Councillors P Burke, K Dickson, A Martin and N Parker

**PRESENT IN A
REMOTE LOCATION:**

Councillor C McCready

IN ATTENDANCE

Director of Regeneration & Growth (Council Chamber)
 Head of Economic Development (Council Chamber)
 Head of Planning & Capital Development (Council Chamber)
 Member Services Officers (BS and EW)
 IT Officer

Commencement of Meeting

The Chairman, Councillor J Lavery, extended a welcome to all present to the first meeting of Regeneration & Growth Committee of the new Council term, and in particular extended a warm welcome to the new Members who had been elected to the Council following the recent Local Government Elections.

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

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

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

The Chairman outlined the evacuation procedures in the case of an emergency.

1. Apologies (00:02:40)

Apologies for non-attendance at the meeting were accepted and recorded on behalf of the Deputy Mayor, Councillor G McCleave, Aldermen A G Ewart MBE and S P Porter, and Councillors J Gallen and U Mackin and also the Head of Assets.

2. Declarations of Interest (00:03:24)

There were no Declarations of Interest declared at the meeting.

3. Report by Head of Economic Development (00:03:54)

3.1 Regional Tourism Partnership – Visit Belfast Annual Service Level Agreement
(00:04:10)

Councillor R Carlin joined the meeting remotely during this item of business (7.08 pm).

The Committee considered a report by the Head of Economic Development in connection with the background and key issues relating to the Council's membership of the Greater Belfast Region Tourism Partnership (BRT) through Visit Belfast's Service Level Agreement at a cost of £30,000 per year. The report also outlined the Council's previous decision to purchase the additional Gold Sponsorship Package for a further £6,000 per year which included a prominent display compartment within Belfast Welcome Centre. Details on the Gold Sponsorship Package were outlined in the report.

The report detailed a number of new initiatives associated with the Regional Tourism Partnership that had been implemented over the past 12 months. Also, the Committee had been furnished with a copy of an evaluation report which outlined a detailed breakdown of activity for the 2022/2023 financial year.

The Head of Economic Development undertook to respond directly to a Member's question in relation to a reference contained in the document appended to the report.

It was proposed by Alderman J Baird, seconded by Alderman M Gregg, and agreed to recommend that Lisburn and Castlereagh City Council continues its long standing membership of the Greater Belfast Regional Tourism Partnership at a cost of £30,000 plus and a further £6,000 for the 'Gold' promotional package, as outlined, for a further year.

3.2 Business Development Collaboration Programme 2023-2024 (00:09:10)

Councillor C McCready left the meeting during consideration of this item of business (7.18 pm).

3.2 Business Development Collaboration Programme 2023-2024 (Cont'd)

The Committee considered a report by the Head of Economic Development on the Council's annual collaboration programme of business development activity that supports the Council's overall strategy of engagement and collaborative working with stakeholders including businesses, business groupings and government. The report outlined the benefit of the on-going activity associated with the various business development programmes as well as the various projects currently envisaged for 2023-2024.

A number of key issues were highlighted in the report including (a) a proposed Invest NI-led new NI-wide 11-council Collaborative Local Industrial Decarbonisation project and (b) the Council's match funding of Belfast Region City Deal funding towards the revenue costs to deliver the Digital Transformation Flexible Fund for businesses from November 2022 to March 2026. Further detail on the proposed overall budget for business collaborative activity during 2023-2024 had been provided in a paper appended to the report.

At this point the Chairman, Councillor J Laverty, on behalf of the Committee, congratulated The Right Worshipful the Mayor, Councillor A Gowan, on his election to the position of Mayor and conveyed good wishes to Councillor Gowan for his year in Office.

In response The Right Worshipful the Mayor reciprocated the sentiments expressed by the Chairman, Councillor J Laverty, and conveyed best wishes to the Chairman and the Vice Chairman, Councillor T Mitchell, on their election to Chairman and Vice Chairman of the Regeneration & Growth Committee.

The Right Worshipful the Mayor welcomed the Business Development Collaboration Programme and put on record his desire to see more programmes for funding for businesses of all types coming forward and in this regard extended an offer, through his Office of Mayor, to support and promote any initiative under the Business Development Collaboration Programme going forward. In response the Director referred to a number of funding streams that were starting to come forward such as the UK Prosperity Fund, PEACEPLUS and TRPSI initiatives and undertook to liaise with the Chairman and the Mayor in relation to bringing a further report to the Committee on this matter.

In response to a question from a Member the Director referred to the Digital Transformation Flexible Fund which was being progressed through the Belfast Region City Deal initiative and assured that there would be engagement with Members on this area of funding in due course.

It was proposed by Alderman J Baird, seconded by Alderman M Guy, and agreed to recommend that the annual business collaborative programme of activities for 2023-2024 together with the associated cost, as outlined, be agreed.

3.3 Enterprise Lisburn Castlereagh Programme 2023-2024 (00:17:10)

The Committee considered a report by the Head of Economic Development in regard to the Enterprise Lisburn Castlereagh Programme 2023/2024 the key aim of which was to grow the local economy.

The Head of Economic Development outlined a number of key issues and proposals for the Council to develop programmes to target key sectors; namely;

- a) Youth Entrepreneurship - working with key partners such as the Princes Trust, Enterprise NI/Local LEA's, Young Enterprise NI and 4C UR Future, and
- b) Female Entrepreneurship – developing a programme of activity to assist current or aspiring female entrepreneurs.

The Head of Economic Development's report also outlined the success of the Economic Development Unit in securing grant funding through a number of funding applications to the European Regional Development Fund (ERDF) and Invest NI towards business support growth programmes.

A further paper on the proposed Enterprise Lisburn Castlereagh Programme for 2023-2024 with indicative budget breakdown had been appended to the Head of Service's report.

The Head of Economic Development responded to comments and questions from the Chairman in connection with an announcement earlier that day advising of the immediate withdrawal of funding to Young Enterprise NI by the Department of Education and in particular, in regard to the impact of such funding cuts on any of the Council's programmes with schools and/or the Education Authority. The Head of Economic Development undertook to look into this matter and report back to the Committee on any significant impact on such projects as a result of funding cuts by the Department of Education.

It was proposed by the Vice Chairman, Councillor T Mitchell, seconded by Alderman M Guy, and agreed to recommend that the Enterprise Lisburn Castlereagh Programme of activities for 2023-2024, as outlined, be agreed.

3.4 Appointment of Specialist Services on a Call-Off Contract for Evaluation Services (00:21:37)

The Committee considered a report outlining the background and key issues in connection with the appointment of specialist services on a Call-Off Contract for evaluation services. It was noted that as a condition of funding, the council was contractually obliged to evaluate the performance and impact of funded initiatives across the council area such as the integrated marketing campaign, the cross-council Christmas programme and all DfC funded projects.

3.4 Appointment of Specialist Services on a Call-Off Contract for Evaluation Services (Cont'd)

The Committee had been furnished with a copy of the Financial Appraisal which had been agreed by the Council's Financial Services team.

It was proposed by Alderman J Baird, seconded by the Vice Chairman, Councillor T Mitchell, and agreed to recommend that the appointment of specialist services to deliver evaluation services for a 3 year period on an annual basis (1+1+1), as outlined, be agreed.

3.5 International Trade Programme 2023/2024 (00:24:39)

The Committee considered a report by the Head of Economic Development in connection with the Council's annual programme of International trade activity as part of its overall strategy to support local businesses achieve growth.

The Committee had been furnished with a paper that had been appended to the report detailing a number of projects the aim of which was to maintain and strengthen the local economy's international linkages. It was noted that the proposed indicative activity for 2023-2024 included both virtual trade programmes and overseas visits as deemed appropriate.

The Head of Economic Development responded to questions from the Committee in relation to the outcomes in respect of the undernoted trade programmes:

- the Council's visit to Galway in 2022 and a reciprocal visit by Galway County Council to Lisburn and Castlereagh, and
- the Council's virtual trade programme with Foshan in China, and outcomes, and the Foshan Friendship agreement.

The Director of Regeneration & Growth and the Head of Economic Development, having made a number of positive comments in relation to the virtual trade programme with Foshan, China, advised that a report on the outcomes of this trade initiative, including details on the Foshan Friendship agreement, would be brought to the Committee in due course. It was noted that reports on the outcome of the other trade visits would also be brought to Committee at a future date.

It was proposed by Alderman J Baird, seconded by the Vice Chairman, Councillor T Mitchell, and agreed to recommend that the annual international trade programme of activities for 2023-2024, as outlined, be agreed.

3.6 Investment Programme 2023/2024 (00:39:30)

The Committee considered a report by the Head of Economic Development in connection with the delivery of the Council's annual programme of investment promotion activity as part of its overall strategy to position Lisburn and Castlereagh as a place in which to do business and to invest. The report highlighted a number of areas of how the Council can assist local businesses to engage, connect and showcase their business.

The report also outlined a number of key activities by Members and Officers to aid the delivery of the investment programme.

A paper appended to the report presented proposals and key recommendations for enhancing and further developing the Council's investment programme during 2023/2024.

In response to a question from the Committee the Director of Regeneration and Growth undertook to re-circulate the development plan, strategy and action plan for the Dublin Belfast Economic Corridor Partnership that had been completed recently.

It was proposed by the Vice Chairman, Councillor T Mitchell, seconded by Alderman A Grehan, and agreed to recommend that the proposed programme of investment activity for 2023/2024, as outlined, be agreed.

3.7 Labour Market Partnership (LMP) – Proposed 'Pause' on 2023/2024 Funding (00:44:33)

The Committee considered a report by the Head of Economic Development outlining the background and key issues in connection with the Labour Market Partnership (LMP) and in particular the proposed 'pause' on funding 2023/2024 by the Department for Communities.

The Committee had been furnished with copy correspondence date 9th May 2023, to the Lisburn Castlereagh LMP from DfC's Director of Work & Wellbeing, regarding the current LMP funding position for 2023/24 and stating that following the recent budget allocation announced by the Secretary of State for Northern Ireland, the Department for Communities faces a significant budget shortfall and the Department would be unable to fund Labour Market Partnerships (LMPs) beyond the first quarter of this year.

The Head of Economic Development reminded the Committee that unfortunately due to recent funding announcements by DfC, no action plans had been approved for LMPs across NI, and no Letters of Offer had been awarded.

The Head of Economic Development by way of a further update reported verbally that the DfC had confirmed earlier that day that payment would be 25% of the original overall

3.7 Labour Market Partnership (LMP) – Proposed ‘Pause’ on 2023/2024 Funding (Cont’d)

budget for the Lisburn Castlereagh Labour Market Partnership. He also elaborated on the course of action for the delivery of year one of the programme.

The Director and the Head of Economic Development responded the comments and concerns raised by the Committee in connection with the above decision of DfC, it being noted that the Council had responded to DfC’s consultation which had taken account of the sentiments expressed by the Committee.

Members commended the efforts of the Officers in the Economic Development Unit in relation to their work to date on delivery of the current LMP Year One programmes.

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

- a) the funding allocation from DfC be used to deliver the run-out of the current Year One programmes, which were still operational under the 2022/2023 LMP Action Plan, and
- b) the Council continues to work with DfC and other funders seeking further opportunities for the Lisburn Castlereagh LMP to avail of.

3.8 2023 Down Rally – Further Proposal (00:56:32)

Alderman J Baird left the meeting during consideration of this item of business at 8.00 pm and returned again at 8.05 pm.

The Committee considered a report outlining the background and key issues in connection with a further proposal for the 2023 Down Rally. The proposal included a number of activities in Market Square in Lisburn City Centre including:

- ceremonial Start of the Rally on Fri evening (selected cars) in Market Square
- mid-day regroup activity at the start ramp (12:00 - 14:00 approximately)
- ceremonial finish and winners champagne reception at the start/finish ramp (Saturday 22nd around 17:00)
- fanzone in Market Square utilising the Council big screen for live coverage of the rally and possible static displays and family activities
- possibility of organising transport to live action on a stage or stages of the race from Market Square

3.8 2023 Down Rally – Further Proposal (Cont'd)

Comments were noted by the Chairman, Councillor J Lavery, in regard to the need for appropriate engagement with residents and local business with the motor clubs and the PSNI in advance of the event.

It was proposed by the Vice Chairman, Councillor T Mitchell, seconded by The Right Worshipful the Mayor, Councillor A Gowan, and agreed to recommend that the further proposal for activities in regard to the Down Rally, as outlined, be approved.

The Right Worshipful the Mayor, Councillor A Gowan, left the meeting at 8.04 pm.

4. Any Other Business

4.1 Air Conditioning Units in Council Chamber (00:01:40) Chairman, Councillor J Lavery

The Director of Regeneration & Growth responded to a request for an update from the Chairman, Councillor J Lavery, in relation to the replacement of the faulty air conditioning units in the Council Chamber.

5. Confidential Report from Director of Regeneration and Growth (01:03:20)

The Chairman advised that the confidential report items were confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information). In addition, item 5.6 (Lisburn Public Realm Update) was confidential due to Information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.

“In Committee”

It was proposed by Alderman A Grehan, seconded by the Vice Chairperson, Councillor T Mitchel, and agreed that the Confidential Reports of the Director of Regeneration & Growth be considered “in Committee” in the absence of press or members of the public. The audio recording was paused at this stage in proceedings (8.09 pm).

- 5.1 Requested Increase to Contracted Rates re Provision of Mechanical Services, Reactive and Project Works
(Redacted report to be published following ratification in June 2023)

The Committee considered a report by the Director of Regeneration & Growth outlining a request by the service provider to an increase in the contracted rates in regard to the provision of mechanical services, reactive and project works, the content of which was noted.

- 5.2 Requested Increase to Contracted Rates re Hire, Delivery and Collection of Crowd Control Barriers
(Redacted Report to be published following ratification – June 2023)

The Committee considered a report by the Director of Regeneration & Growth outlining a request by the service provider to an increase in the contracted rates in regard to the hire, delivery and collection of crowd control barriers, the content of which was noted.

- 5.3 Requested Increase to Contracted Rates re Supply and Delivery of Electrical Goods and Fittings
(Redacted Report to be published following ratification June 2023)

The Committee considered a report by the Director of Regeneration & Growth outlining a request by the service provider to an increase in the contracted rates in regard to the supply and delivery of electrical goods and fittings, the content of which was noted.

- 5.4 New lease, Unit 2A Dundonald Omnipark, Dundonald International Ice Bowl
(Redacted Report to be published on ratification and completion of new lease - July 2023)

The Committee considered a report by the Director of Regeneration & Growth outlining the background and key issues in connection with the new lease at Unit 2A Dundonald Omnipark, Dundonald International Ice Bowl (DIIB).

It was proposed by Alderman J Baird, seconded by Alderman A Grehan, and agreed to recommend that the new lease at Unit 2A Dundonald Omnipark, DIIB, as outlined in the report, be approved that that the agreed lease be signed and sealed at Full Council following completion by the signatories to the lease.

- 5.5 Requested Increase to Contracted Rates re Closure of NI Business Start Up Programme (NIBSUP)
(Redacted Report to be published following ratification – June 2023)

The Committee considered a report by the Director of Regeneration & Growth outlining a request for an increase to contracted rates with regard to closure of the NI Business Start-Up (Go For It) Programme (NIBSUP), the content of which was noted.

5.6 Lisburn Public Realm Update Report
(Never to become unrestricted)

The Committee considered an update report by the Director of Regeneration & Growth in relation to the Lisburn Public Realm scheme.

It was proposed by Alderman J Baird, seconded by Alderman A Grehan, and agreed to recommend that the content of the update report be noted and that the recommendation, as outlined in the report, be agreed.

6. Any Other Confidential Business

6.1 Local Development Plan – Draft Plan Strategy
Head of Planning & Capital Development

In advance of a report for noting being presented to the meeting of the Planning Committee on Monday, 19 June 2023, the Head of Planning & Capital Development provided the Committee with a verbal update in connection with progress made by the Department for Infrastructure's Planning Group on their consideration of the Independent Examination report into the Council's Local Development Plan – Draft Plan Strategy. The Director of Regeneration & Growth also addressed the Committee in this regard.

Resumption of Normal Business

It was proposed by the Vice Chairman, Councillor T Mitchell, seconded by Councillor K Dickson, and agreed to come out of Committee and normal business was resumed.

Conclusion of Meeting

The Chairman, Councillor J Laverty, extended best wishes to the newly elected Members on the Regeneration and Growth Committee and wished them an enjoyable year ahead. He also encouraged the new Members to contact him on any issue during the year.

The Chairman thanked everyone for their attendance and there being no further business for consideration the meeting was concluded at 8.29 pm.

Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 21st June 2023 at 5.35 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Alderman O Gawith (Chairman)

Councillor A Ewing (Vice-Chairman)

Aldermen M Guy and H Legge

Councillors K Dickson, N Eaton, A Givan, B Higginson, C Kemp and the Hon N Trimble

PRESENT IN A REMOTE LOCATION (COMMITTEE):

Councillors P Burke and R Carlin

OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER

Alderman A Grehan

Councillor G Hynds

OTHER MEMBERS OF COUNCIL PRESENT IN A REMOTE LOCATION

Alderman P Porter

IN ATTENDANCE:

Chief Executive

Director of Finance & Corporate Services

Director of Organisation Development & Innovation

Director of Regeneration & Growth

Head of Corporate Communications & Administration (Remote)

Head of Finance

Acting Head of Human Resources & Organisation Development

Acting PCSP/Member Services Manager

Member Services Officers (RN & CH)

Commencement of Meeting

The Chairman, Alderman O Gawith, thanked the Committee for facilitating the earlier starting time of the meeting for those Members who might wish to attend the Half Marathon/Fun Run later in the evening. The Chairman also welcomed those present at the meeting, particularly newly-elected Members and also returning Member who had not previously served on the Committee.

The Chairman advised that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business.

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

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

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

1. Apologies (00:03:52)

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful The Mayor, Councillor A Gowan; Alderman A Ewart MBE, Councillors T Beckett and U Mackin.

2. Declarations of Interest (00:04:22)

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.

Declarations of Interest were made as follows:-

- Councillor A Ewing – Item 4.2 of Report of Director of Finance & Corporate Services – “National Association of Councillor - Constitution”. (Council appointee to the National Association of Councillors)
- Councillor G Hynds – Item 4.2 of Report of Director of Finance & Corporate Services – “National Association of Councillors – Constitution”. (Council appointee to National Association of Councillors)
- Councillor G Hynds – Item 9.2 of Confidential Report of Director of Finance & Corporate Services – “Procurement of Catering Services at Lagan Valley Island”. (Director and Owner of the Grand Café and Sandwich Bar). Councillor Hynds left the meeting for this item of business.

3. Report of Chief Executive (00:05:43)

3.1 Decision taken under Delegated Authority (during Election period)
(00:05:58)

Presented by the Director of Finance & Corporate Services.

It was proposed by Councillor B Higginson, seconded by Councillor A Givan and agreed to recommend that the decision taken under delegated authority during the Election period to continue to nominate in the Pride of Place Awards Scheme 2023 be noted. A report on this matter had been presented to the Communities & Wellbeing Committee on the 13th June 2023.

4. Report of Director of Finance & Corporate Services (00:06:53)

4.1 Budget Consultations – Responses to Consultations (00:06:59)

Responses submitted by the Council in regard to consultations on the budget allocations for 2023/2024 for the following departments had been provided with the report:-

- The Executive Office;
- Department for Communities;
- Department for infrastructure.

The Director elaborated on the Council's responses with particular reference to:-

- those areas of the Council's activities that would be adversely impacted by reduced financial allocations from the above departments;
- suggestions made to the appropriate departments as to where they might achieve savings.

Furthermore, requests had been made to the appropriate departments for them to meet with the Council on their projected budgets.

The departments had indicated that early responses well ahead of the stipulated closing date of their consultations would allow for more in-depth consideration of comments made. To this end, the above responses had been submitted and a similar course of action would be followed for any further consultation on other departmental budget consultations.

Given that the responses had already been submitted to meet stipulated closing dates, it was agreed on a Proposal made by Councillor N Eaton and seconded by Alderman M Guy that the Council's responses as referred to above be noted on a retrospective basis.

4.1 Budget Consultations – Responses to Consultations (Continued)

During discussion of this item of business:-

- Councillor P Burke joined the Meeting on a remote basis. (5.45 pm)
- the Chief Executive left the Chamber at 5.46 pm and returned to it at 5.48 pm. The Chief Executive again left the Meeting at 6.00 pm.

4.2 National Association of Councillors (NI Region) – Constitution (00:28:16)

The Director of Finance & Corporate Services reported the receipt of correspondence dated the 22nd March 2023 from the National Association of Councillors (NI Region) in regard to a proposed reconstitution of that organisation. The salient points of the proposed reconstitution were detailed in the report.

The following documentation had been provided with the report:-

- a draft of the revised constitution of the National Association of Councillors (NAC) (NI Region) which had accompanied the correspondence dated the 22nd March 2023 from the NAC (NI Region) referred to above;
- the existing constitution of the NAC (NI Region);
- a draft letter addressed to the Secretary of the NAC (NI Region) seeking clarification on a number of issues, particularly those in relation to the financial implications to the Council should the reconstitution proceed.

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

- the correspondence in regard to the proposed changes to the NAC constitution be noted;
- the proposed action that the Council writes to the NAC stating that (i) the Council is content to approve the new constitution, subject to an acknowledgement by the NAC that they will ensure appropriate financial governance arrangements are in place so as to minimize the financial burden on the Council by the dissolution of the NAC; and (ii) that this may include the establishment of a reserve to build up costs to deal with such circumstances.

5. Report of Director of Regeneration & Growth and Director of Finance & Corporate Services (00:31:55)

5.1 Capital Programme Governance Refresh (00:32:14)

The report was presented by the Director of Regeneration & Growth.

Given the new Committee structure and the fact that there is no longer a Capital Projects Committee, a refreshed governance model for managing capital projects is required. A proposed refreshed governance model entitled “LCCC Governance Model for Delivery of Capital Projects and Capital Works Projects” in draft form was provided with the report. The model reflected the learning experience from the previous method by which the governance of capital projects had been dealt with.

The report detailed in length, the various steps of the Governance Model. The Directors responded to questions from Members.

It was proposed by Councillor N Trimble, seconded by Alderman M Guy and agreed to recommend that the refreshed governance model for the Capital Programme be agreed.

6. Report of Head of Corporate Communications & Administration (00:52:11)

6.1 Representation on Internal Working Groups and External Bodies
(00:52:40)

The Head of Corporate Communications & Administration was in attendance on a remote basis and available to contribute as necessary. However her report on this item of business was presented by the Acting PCSP/Member Services Manager who was present in the Chamber.

The report set out the background upon which appointments to Internal Working Groups and to External Bodies are proposed to be made.

The following appendices to the report had been provided:-

- a schedule of internal working groups (2023-2027) to be agreed across all committees, this list having been provided to Members and Party Group Leaders following the Annual Meeting of Council on the 8th June 2023. The internal working groups had prescribed memberships.
- a schedule of External Bodies (22 in total) requiring Council representation for the duration of the Council mandate (2023 – 2027). Two of the external bodies required cross-party representation.

6.1 Representation on Internal Working Groups and External Bodies (Continued)

The recommendations of the report were as follows:-

- Nominating Officers advise Member Services by a date to be confirmed of their nominees in respect of the internal working groups and those two external bodies which have a prescribed membership;
- the proposed approach of using the principles of d'Hondt to appoint representatives to the remaining 20 external bodies at a meeting of the Nominating Officers on a date to be confirmed be endorsed;
- payment of expenses relating to Nominated Members' attendance at events associated with external bodies for the duration of the Council mandate be approved.

An amendment was proposed by Councillor N Trimble and seconded by Alderman H Legge that where there is a requirement in any group (internal or external) for cross-party representation, the membership be based – at the outset – on one representative from each political party represented on the Council, including Independents, with the remaining membership being based on the d'Hondt method of selection.

The amendment in the name of Councillor N Trimble and seconded by Alderman H Legge was put to the meeting. The voting was 10 against the amendment and two for the amendment. The amendment therefore fell.

The recommendations of the report as set out above were put to the Meeting. On a Proposal made by Alderman M Guy and seconded by Councillor A Givan, they were agreed, ie that:

- Nominating Officers advise Member Services by a date to be confirmed of their nominees in respect of the internal working groups and those two external bodies which have a prescribed membership;
- the proposed approach of using the principles of d'Hondt to appoint representatives to the remaining 20 outside bodies at a meeting of the Nominating Officers on a date to be confirmed be endorsed;
- payment of expenses relating to Nominated Members' attendance at events associated with external bodies for the duration of the Council mandate be approved.

It was noted that a report on the nominations would be presented for ratification to a meeting of Council subsequent to the meeting of the Nominating Officers.

Alderman P Porter joined the Meeting remotely at 6.43 pm during discussion of this item of business.

7. Report of Head of Finance (01:13:40)7.1 Annual Subscription Fees (01:13:51)

The Head of Finance advised that in line with the terms of reference agreed for all committees, all subscriptions are to be presented to the Corporate Services Committee for the new term.

It was proposed by Councillor B Higginson, seconded by Councillor K Dickson and agreed to recommend that the Council's subscriptions listed as follows be approved for payment on an annual basis for the terms 2023/2024 to 2026/2027 on a proviso that they do not exceed the budget agreed during the relevant year's estimate process. Where a subscription charge is over the approved budget, a separate report will be presented to the Home Committee for approval.

Corporate Services Committee

Association	Current Annual Fees (may vary year on year)
National Association of Councillors	£3,200
Northern Ireland Local Government Association	£52,540
Friend of the Somme Association	£1,000
Knockagh Monument Joint Committee	£2,000
Local Government Staff Commission	£25,974
Local Government Training Group	£16,910
Society of Local Authority Chief Executives	£5,000
Employers for Disability	£695
CIPFA – Technical Information Service	£1,030

Regeneration and Growth Committee

Association	Current Annual Fees (may vary year on year)
Social Enterprise NI Corporate Membership	£ 500
Northern Ireland Chamber of Commerce	£2,500
Lisburn Chamber of Commerce	£ 525
Visit Belfast (BRTP)	£30,000 plus £6,000 Gold Sponsorship Package
Association of Town Centre Management	£ 330

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7.1 Annual Subscription Fees (Continued)**Community and Wellbeing Committee**

Association	Current Annual Fees (may vary year on year)
NI Museums Council	£400
Irish Museums Association	£60
British Pathe	£1,300
Rural Community Network	£200
Northern Ireland Community Voluntary Action	£350
Tourism NI Grading Scheme	£125
Play Resource	£150
Arts Marketing Association	£150
Association of British Theatre Technicians	£250
Arts Professional Association	£150
Autism NI Impact	£1,250

Environment and Sustainability Committee

Association	Current Annual Fees (may vary year on year)
Leisurewatch	£5,100
RIAMS (Regulatory Information and Management Systems)	£5,650
ONUS	£6,000
CADNA (Computer Aided Noise Abatement)	£1,000
CIRIA (Construction Industry Research and Information Association)	£500
British Parking Association	£250
LAEOG (Local Authority Events Organisers Group)	£100
Local Government Partnership on Traveller Issues	£500
Purple Guide	£30
ITSA Trading Standards (Institute of Trading Standards Administration)	£65
Housing Rights Membership	£110
NI Safety Partnership Membership	£200
APEA (Association of Petroleum and Explosives Administration)	£50
LARAC Membership (Local Authority Recycling Advisory Committee Membership)	£445
NIEL Membership (Northern Ireland Environment Link Membership)	£160
TAG Membership (Technical Advisory Group)	£305
Local Authority Building Control (LABC)	£1,150
British Standards Institute (BSI)	£1,110
Construction Information Services (IHS Global Ltd)	£7,050

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7.1 Annual Subscription Fees (Continued)

Local Government Staff Commission

A discussion took place in regard to the annual subscription to the Local Government Staff Commission (LGSC) located within the Corporate Services Committee table.

The Director of Finance & Corporate Services advised that the 2023/2024 payment to the LGSC remained unpaid pending receipt of certain information which the Council had agreed be sought from that body – one of the Council's main concerns being that the LGSC was to have been dissolved a number of years ago, yet it continued to be in existence.

As the payment to the LGSC is a statutory obligation, the payment would remain in the agreed schedule of payments, however at the time of receipt of the invoice for the Council's subscription, it could be brought before the Committee for a decision on any lobbying of the LGSC which might allow for a delay in the payment.

Councillor C Kemp left and returned to the Chamber during discussion of the LGSC matter. (6.49 pm and 6.51 pm respectively)

7.2 Repairs & Renewals (01:23:51)

It was proposed by Councillor A Givan, seconded by Alderman H Legge and agreed to recommend that the breakdown of the Repairs & Renewals spend for 2022/2023 (Quarter 4), together with the attendant explanatory report be noted.

8. Report of Acting Head of Human Resources & Organisation Development (01:25:06)

The Chairman, Alderman O Gawith, extended a welcome to Mr Dominic McGeown, and wished him all the best in his role as Acting Head of Human Resources & Organisation Development.

8.1 Draft Annual Progress Report on Equality, Good Relations and Disability Duties for 2022-2023 (01:25:21)

The Committee considered a report outlining the background and key issues in connection with the Draft Annual Progress Report on Equality, Good Relations and Disability Duties.

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8.1 Draft Annual Progress Report on Equality, Good Relations and Disability Duties for 2022-2023 (Continued)

The following appendices to the report had been provided:-

- a copy of the Draft Annual Progress Report as referred to above;
- the Equality Commission's feedback on the Annual Progress Report for 2021-2022.

The Director of Organisation Development & Innovation and the Acting Head of Human Resources & Organisation Development responded to a number of questions and provided an outline of work that was ongoing. Note was also taken about the provision of documents in formats that were more accessible, both for individuals and for certain demographic groups.

It was proposed by Councillor C Kemp, seconded by Alderman H Legge and agreed to recommend that:-

- the Draft Annual Progress Report 2022-2023 on Equality, Good Relations and Disability Duties be approved for submission to the Equality Commission by the 31st August 2023;
- the Equality Commission's feedback on the Annual Progress Report 2021-2022 be noted.

8.2 Workforce Reports (01:33:04)

Reports on the undernoted topics in relation to Council staff across all Departments had been provided with the report.

- Workforce – Number of staff employed
- Attendance Management
- Recruitment

The Director of Organisation Development & Innovation and the Acting Head of Human Resources & Organisation Development responded to a number of questions in relation to the report on Attendance Management.

It was proposed by Councillor N Trimble, seconded by Alderman H Legge and agreed to recommend that the workforce reports referred to above be noted.

Alderman P Porter left the Meeting on a remote basis during discussion of this item of business. (7.08 pm)

Councillor N Eaton left and returned to the Chamber during discussion of this item of business. (7.17 pm and 7.19 pm respectively).

9. Any other Business – Non-Confidential (01:49:35)

No items of a non-confidential nature were raised by Members.

10. Confidential Report from Director of Finance & Corporate Services (01:50:17)

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

10.1 Report on Various Tender Awards

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

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

10.2 Procurement of Catering Services, LVI

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

Redacted report to be available following award of the contract.

10.3 Management Accounts Period 12 (Draft)

(Confidential for reason of information (i) relating to the financial or business affairs of any particular person (including the Council holding that information) and (ii) 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 employee of, or office bearers under, the Council.

Redacted report to be available after full Council meeting. (27th June 2023)

10.4 Withdrawal of Compound Interest Claim on Overpaid VAT

(Confidential for reason of information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.

Report to never become available.

In Committee

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

10.1 Report on Various Tender Awards

Presented by the Director of Regeneration & Growth.

For Members' information, the Director outlined the circumstances under which tender awards were reported to Committee either for approval or for noting.

It was proposed by Councillor A Givan, seconded by Councillor N Trimble and agreed to recommend that the tenders awarded in regard to the undernoted contracts be noted:

- Self-Employment Option Support Programme
- Electric Vehicle and 1 tonne Dumper Truck
- T2223-071 Planned Preventative Maintenance Inspection of Intruder Alarm Systems
- T2223-068 Planned Preventative Maintenance of Building Energy Management Systems
- T2223-080 Planned Preventative Maintenance Inspections of Air Conditioning and Ventilation
- T2223-049 Planned Preventative Maintenance Inspections of Compressors – Blowers
- T2223-060 Planned Preventative Maintenance Inspections of Oil Interceptors and Effluent Management.

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

Tender reports for each of the above contracts had been provided with the Director's report and their contents noted

Councillor G Hynds left the Chamber. (7.28 pm)

The Director of Regeneration & Growth left the Chamber. (7.29 pm)

10.2 Procurement of Catering Services, LVI

Having declared an interest in this item of business, Councillor G Hynds had already left the Chamber.

Presented by the Head of Corporate Communications & Administration.

The Head of Service and the Director of Finance & Corporate Services responded to Members' questions on this matter.

10.2 Procurement of Catering Services, LVI (Continued)

It was proposed by Alderman H Legge, seconded by Councillor A Ewing and agreed to recommend that:-

- a new Expression of Interest process, followed by a Tender process be initiated for a new catering contract at Lagan Valley Island for the terms as set out in the report;
- the current arrangement with Stepping Stones, under a one-year STA (Single Tender Action) arrangement to the estimated value as detailed in the report be extended to cover the period until a new contract is in place, ie up to and including the 31st March 2024, with the possibility of a further extension;
- the current arrangement with the mobile bar provider be extended to the 31st March 2024 at the cost as set out in the report.

The Acting Head of Human Resources & Organisation Development left the Chamber during presentation of this item of business. (7.30 pm)

Councillor B Higginson left and returned to the Chamber during discussion of this item. (7.37 pm and 7.42 pm respectively)

Councillor G Hynds returned to the Chamber immediately after the conclusion of this item of business. (7.55 pm)

10.3 Management Accounts Period 12 (Draft)

Presented by the Head of Finance.

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

It was proposed by Councillor N Trimble, seconded by Councillor N Eaton and agreed to recommend that the Management Accounts and narrative report for Period 12 be noted.

Alderman H Legge left and returned to the Chamber during presentation of this item of business. (7.55 pm and 8.00 pm respectively)

10.4 Withdrawal of Compound Interest Claim on Overpaid VAT

Presented by the Head of Finance.

The Head of Finance provided the history to this matter which relates to a legal action by all 11 councils in Northern Ireland against HMRC so as to recover previously over declared output VAT in respect of leisure and recreational income.

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10.4 Withdrawal of Compound Interest Claim on Overpaid VAT
(Continued)

It was proposed by Councillor N Trimble, seconded by Councillor B Higginson and agreed to recommend that – based on the recommendation by the legal firm dealing with this matter – the withdrawal of compound interest claims on overpaid VAT as made by Castlereagh Borough Council and Lisburn City Council be approved.

11. Any Other Business – Confidential

There were no items of a confidential nature raised by Members.

Resumption of Normal Business

It was proposed by Councillor B Higginson, seconded by Councillor K Dickson and agreed to come “out of Committee”. Normal business and audio recording were resumed.

12. Any Other Business

There were no items raised.

There being no further business, the Meeting concluded at 8.10 pm.

After the meeting had closed, the Director of Finance & Corporate Services made a short presentation on the Terms of Reference of the Corporate Services Committee.

MAYOR/CHAIRMAN

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Governance and Audit Committee held in the Council Chamber and Remote Locations on Thursday, 22 June, 2023 at 6:00 pm****PRESENT IN CHAMBER:**

Councillor R McLernon (Chairman)

Mr E Jardine (Independent Member and Vice-Chairman)

Deputy Mayor
Councillor G McCleave

Alderman O Gawith

Councillors D Bassett, S Burns, D J Craig, A P Ewing,
C Kemp, P Kennedy, A Martin and M McKeever

PRESENT IN REMOTE LOCATION:

Alderman S P Porter

Councillors P Burke and S Lowry

OTHER MEMBERS PRESENT IN REMOTE LOCATION:

Alderman M Gregg

Councillor R Carlin

IN ATTENDANCE:**In Chamber:**

Chief Executive
Director of Finance and Corporate Services
Director of Organisation Development and Innovation
Director of Regeneration and Growth
Acting Director of Environmental Services
Head of Communities
Acting Head of Environmental Health, Risk and Emergency
Planning
Performance Improvement Officer
Risk Officer
IT Officer
Technician
Member Services Officers

In Remote Location:

Internal Audit Manager

Northern Ireland Audit Office

Mr P Barr (present in Chamber)

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Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor R McLernon, welcomed those present. He pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be audio recorded.

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

The Chairman, Councillor R McLernon, asked that mobile phones be put on silent or switched off for the duration of the meeting. The Director of Organisation Development and Innovation outlined the evacuation procedures in the case of an emergency.

The Chairman welcomed to the meeting Mr Patrick Barr, Northern Ireland Audit Office (NIAO).

1. Apologies (00:01:49)

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

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

There were no declarations of interest.

3. Report from the Performance Improvement Officer

3.1 Compliments and Complaints Report – Quarter 4 2022/23 (00:02:29)

Members were provided with, and noted the contents of, a copy of a comparative report taken from the Council's Customer Care System detailing the number of comments, complaints and compliments in Quarter 4 of 2022/23.

3.2 Performance Improvement Objectives, Case Studies & Associated KPIs – 4th Quarter Review (00:05:00)

Members were provided with a copy of:

- (a) a quarterly monitoring document (covering January – March 2023) on all projects that demonstrated improvement against the 2022/23 Performance Improvement Objectives, including the relevant Performance Improvement KPIs. An additional section was included detailing some case studies and customer feedback that had demonstrated improvement during quarter 4; and
- (b) a report from the 'Performance Management System' detailing the Performance Improvement Key Performance Indicators (KPIs) for the period January – March 2023.

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3.2 Performance Improvement Objectives, Case Studies & Associated KPIs – 4th Quarter Review (Contd)

Members noted from the report of the Performance Improvement Officer, information in relation to KPI References 218 and 219.

It was proposed by Alderman O Gawith, seconded by Councillor D J Craig and agreed to recommend that the reports at (a) and (b) be approved.

3.3 Service KPIs – Quarter 4 2022/23 All Directorates (00:10:15)

Members were provided with, and noted the contents of, a copy of reports detailing the quarter 4 2022/23 KPIs for each directorate. During discussion, when a number of queries were responded to by Officers present, the Acting Director of Environmental Services confirmed that the status of KPI 214 should have stated 'Red'.

3.4 Service KPIs – All Directorates 2023/24 (00:26:24)

Members having been provided with a copy of reports detailing the proposed KPIs for each Service Directorate for 2023/24, it was proposed by Councillor D J Craig, seconded by Councillor D Bassett and agreed to recommend that these be approved.

3.5 Performance Improvement Policy Review (00:29:00)

Members having been provided with a copy of a reviewed Performance Improvement Policy, it was proposed by Alderman O Gawith, seconded by Councillor C Kemp and agreed to recommend that this be approved.

3.6 Performance Improvement Plan 2023/24 (00:30:07)

Members having been provided with a copy of the Performance Improvement Plan for 2023/24, it was proposed by the Deputy Mayor, Councillor G McCleave, seconded by Councillor M McKeever and agreed to recommend that it be approved, for publication by 30 June, 2023.

3.7 Consultation Report on the Draft Performance Improvement Objectives 2023/24 (00:31:57)

Members having been provided with a copy of the consultation report on the draft Performance Improvement Objectives for 2023/24, it was proposed by Councillor D Bassett, seconded by Councillor C Kemp and agreed to recommend that it be approved, for publication by 30 June, 2023.

4. Report from the Risk Officer

4.1 Corporate Risk Register (00:35:34)

The Risk Officer set out in her report, an update in respect of the quarterly review of the Corporate Risk Register. Members were provided with, and noted the

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4.1 Corporate Risk Register (Contd)

contents of, a copy of the Corporate Risk Dashboard, together with Risk Dashboards for each of the Service Directorates.

4.2 Corporate Risk CRR1 Serious Injury – Deep Dive (00:43:00)

As previously agreed, a deep dive had been undertaken in respect of Corporate Risk CRR1 Serious Injury. Members had been provided with a copy of a report on this matter and a verbal presentation was made by the Acting Head of Environmental Health, Risk and Emergency Planning. The report and presentation were noted by Members.

5. Report from the Chief Executive

5.1 Party Group Leaders Forum (00:49:01)

The Acting Head of Environmental Health, Risk and Emergency Planning, Performance Improvement Officer and Risk Officer left the meeting at this point (6.50 pm).

Members were provided with a copy of a report providing a number of options in respect of the make-up of the Party Group Leaders Forum.

The Deputy Mayor, Councillor G McCleave, proposed that Option 5 be approved, i.e. representation of all parties (currently DUP, UUP, APNI, SF, SDLP and 1 Independent). This proposal was seconded by Councillor D Bassett.

A counter proposal was made by Councillor D J Craig and seconded by Councillor A P Ewing that Option 1 be approved, i.e. that the status quo remain – parties with 3 or more Elected Members be represented, with single or dual Member parties having access to anything discussed at meetings of the Forum.

The counter proposal in the name of Councillor D J Craig was put to the meeting and, on a vote being taken, was declared 'carried', the voting being 11 in favour and 3 against.

5.2 Contract Register Update (00:55:05)

Members were provided with a copy of a report outlining a number of improvements to the Contract Register, as recommended by Internal Audit. It was proposed by Alderman O Gawith, seconded by Councillor A P Ewing and agreed to recommend that the improvements be endorsed and that progress made to date be noted.

Prior to moving to Confidential Business, the Chairman, Councillor R McLernon, asked if there was Any Other Business. No Members wished to raise any matters.

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6. Confidential Business

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

“In Committee”

It was proposed by Councillor D J Craig, seconded by Councillor A P Ewing and agreed that the following matters be considered “in committee”, in the absence of members of the press and public being present.

6.1 Report by Internal Audit Manager

6.1.1 Internal Audit 2023/24 Plan – Progress Report (Report will be made available on 30 June, 2023)

The Director Regeneration and Growth and Acting Director of Environmental Services left the meeting at this point (7.02 pm).

Members were provided with, and noted the contents of, a copy of an Internal Audit Progress Report summarising internal audit work and progress against the Operational Plan since the last meeting of the Committee on 13 March, 2023. A copy of any internal audit reports referred to in the progress report were also provided in full on SharePoint for Members’ information.

6.1.2 Internal Audit Annual Report FY2023 (Report will be made available on 30 June, 2023)

The Head of Communities left the meeting at this point (7.06 pm).

Members having been provided with a copy of the Internal Audit Annual Report for 2023, it was proposed by Councillor D Bassett, seconded by Councillor D J Craig and agreed to recommend that it be approved.

6.1.3 Chief Executive’s Assurance Statement (Report will not be made available)

Members were provided with, and noted the contents of, the Chief Executive’s Assurance Statement.

Resumption of Normal Business

It was proposed by Alderman O Gawith, seconded by Councillor D Bassett, and agreed to come out of committee and normal business was resumed.

7. Any Other Business

There was no other business.

There being no further business, the meeting was terminated at 7.12 pm.

Mayor/Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 3 April, 2023 at 11.05 am****PRESENT IN CHAMBER:**

Alderman J Tinsley (Chairman)

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

Councillors D J Craig and A Swan

IN ATTENDANCE:

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

Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor

Commencement of Meeting

At the commencement of the meeting, the Chairman, Alderman J Tinsley, welcomed those present to the Planning Committee. He pointed out that, unless the item on the agenda was considered under confidential business, this meeting would be audio recorded. The Head of Planning & Capital Development outlined the evacuation procedures in the case of an emergency.

1. **Apologies**

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Vice-Chairman, Councillor John Palmer, and Councillors M Gregg, U Mackin and J McCarthy.

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

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of Meeting of Planning Committee held on 6 March, 2023**

It agreed that the minutes of the meeting of Committee held on 6 March, 2023 be confirmed and signed.

4. Report from the Head of Planning & Capital Development

4.1 Schedule of Applications

The Chairman, Alderman J Tinsley, advised that there two local applications on the schedule for consideration at the meeting.

4.1.1 Applications to be Determined

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

- (i) LA05/2022/0195/F – Proposed Change of Use from Agricultural Outbuildings to Remote Document Storage Facility including New Access to Lisnabreeny Road East at lands 20m South of 20 Lisnabreeny Road, Belfast

Alderman D Drysdale left the meeting during consideration of this item of business (11.40 am).

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

The Committee received Mr C O'Callaghan in order to speak in support of the application. A number of Members' queries were addressed.

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

It was proposed by Councillor D J Craig that the application be deferred for one month to allow for the submission of additional information in respect of the need for a document storage facility in this area and the extent of changes required to be made to the existing building to facilitate such a use. There was no seconder for this proposal.

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed, on a vote being taken, to adopt the recommendation to refuse the application, the voting being 5 in favour, 1 against and no abstentions.

It was noted that Alderman D Drysdale, having unexpectedly had to leave the meeting during consideration of the above application, was not present to participate in the vote.

- (ii) LA05/2022/0958/O – Proposed Infill Dwelling and Garage at Site Adjacent to 7 Yewtree Hill Road, Maghaberry

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

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- (ii) LA05/2022/0958/O – Proposed Infill Dwelling and Garage at Site Adjacent to 7 Yewtree Hill Road, Maghaberry (Contd)

The Committee received Mr C Cochrane in order to speak in support of the application. A number of Members' queries were addressed.

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

Vote

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

Adjournment of Meeting

The Chairman, Alderman J Tinsley, declared the meeting adjourned for a comfort break at this point (12.29 pm).

Resumption of Meeting

The Chairman, Alderman J Tinsley, declared the meeting resumed (12.36 pm).

4.2 Statutory Performance Indicators – February 2023

It was proposed by Alderman O Gawith, seconded by Councillor A Swan and agreed to note information set out in the report in respect of statutory performance indicators for February 2023.

In response to comments regarding a delay in reports being provided on the planning portal, even though a decision on an application may already have been made, the Head of Planning & Capital Development advised that there was a known issue that was being looked at by the Planning Portal Project team.

With difficulties around the public accessing information on the new planning portal, Officers were being required to triage a lot of phone calls. Members were advised that discussions had taken place to streamline administration and free up time for Officers to focus on assessing planning applications.

The Head of Planning & Capital Development reiterated comments made at the previous meeting of the Committee that training in the use of the new planning portal would be provided to Members. This was being arranged in consultation with Human Resources and Members would be provided with details in due course. Training would likely be provided in the new term.

4.3 Appeal Decision – LA05/2019/0118/F

It was proposed by Alderman O Gawith, seconded by Councillor A Swan and agreed to note the information set out the report in respect of the decision of the Planning Appeals Commission regarding the above planning application.

4.4 Misinterpretation of Information in Support of Planning Applications for Anaerobic Digesters and Agricultural Livestock Houses

Members were provided with a copy of a letter from the Director of Regional Planning Governance & Legislation in respect of an issue identified by the Water Management Unit of the Northern Ireland Environment Agency highlighting that technical information submitted in support of planning applications specific to the spreading of nutrient on land for anaerobic digesters and agricultural livestock houses was misrepresented. It was proposed by Alderman O Gawith, seconded by Councillor A Swan and agreed to note the contents of the letter and the actions by Officers of the service to manage applications both currently in the system and anticipated in the future.

4.5 Planning Fraud Risk – NIAO

It was proposed by Alderman O Gawith, seconded by Councillor A Swan and agreed to note the contents of the Planning Fraud Risk document recently published by the Northern Ireland Audit Office.

At the request of a Member, the Head of Planning & Capital Development agreed that this document would be made available to Members as part of the induction pack provided following the forthcoming Local Government Elections.

4.6 Notification by Telecommunication Operator(s) of Intention to Utilise Permitted Development Rights

It was proposed by Alderman O Gawith, seconded by Councillor A Swan and agreed to note from the report, information regarding notification by telecommunication operators to utilise Permitted Development Rights at a number of locations. The Head of Planning & Capital Development agreed to provide Members with information in relation to whether pole erection at these locations referred to a single pole or a number of poles.

Discussion ensued regarding the erection of poles in unsuitable locations and the unnecessary erection of poles where underground infrastructure was already in place. It was proposed by Councillor A Swan, seconded by Councillor D J Craig and agreed that a letter be sent to the Chief Planner requesting that, as part of the overall improvement to planning, consideration be given to concerns raised by Members in relation to the visual impact of poles, particularly in rural landscapes, and, in urban areas, the opportunity for operators to share equipment or connections for equipment.

4.7 Dfl Letter to Councils – Planning Fees

It was proposed by Alderman O Gawith, seconded by Councillor A Swan and agreed that the contents of a letter from the Dfl detailing a planned uplift in planning fees be noted.

5. Any Other Business

5.1 Date of Next Meeting Head of Planning & Capital Development

The Head of Planning & Capital Development pointed out that the next meeting of the Committee would be due to be held on 1 May, which was a Bank Holiday, as was the following Monday. That being the case, Members were asked to keep their diaries free for a potential special meeting of the Committee on 24 April, 2023.

Should there not be another meeting before the forthcoming Local Government Elections, Alderman A Grehan thanked Alderman J Tinsley for the manner in which he had chaired the Planning Committee meetings during the past year. She also put on record her thanks to the Vice-Chairman, Councillor John Palmer, and wished him a speedy recovery from his current sickness. A number of other Members joined in thanking both the Chairman and Vice-Chairman for their work over the past year.

Tributes were paid to Alderman W J Dillon and Councillor John Palmer who would not be returning to the Council after the elections. They had served both the Council and their constituents well over many years and Members wished them all the best in the future.

5.2 Update on Blaris Development/Knockmore Link Councillor A Swan

Councillor A Swan having sought an update on the above matter, the Head of Planning & Capital Development stated that he understood the Department was awaiting the applicant providing clarification on information linked to the response by the Council's Environmental Health Service that the Noise Impact Assessment had not taken into account one of the neighbours. Further consultation was required internally with the Environmental Health Service. When information was received, a further update would be provided to Members.

The Council's Local Development Plan was currently with the Department for adoption, but the Head of Planning & Capital Development stated that this was a separate issue to the Blaris Development. He agreed to write to the Department reminding it that it had been in receipt of the Plan for more than 12 weeks.

5.3 Moira Park and Ride Facility Alderman W J Dillon

Alderman W J Dillon stated that there had been two applications submitted in relation to the Moira Park and Ride facility and sought an update on the current position of those. The Head of Planning & Capital Development confirmed that two applications had been received – one from Translink and one from a private developer. Both would be presented to the Committee at the same time and, given that assessment was nearing completion, it was expected this would happen soon after the new Council term commenced.

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5.4 Traffic Issues at Lisburn Health Centre
Chairman, Alderman J Tinsley

The Chairman, Alderman J Tinsley, referred to difficulties being experienced by vehicles leaving the new Lisburn Health Centre, particularly at peak times, and asked that a meeting be facilitated by the Council with DfI Roads and Health Trust representatives in an endeavour to find a resolution. The Head of Planning & Capital Development advised that discussions could be entered into with DfI Roads but, should any upgrade be required to the main public road, a proposal would have to be brought forward by the Trust. Councillor A Swan, as a member of the Local Commissioning Group, stated that this matter had already been raised, but he agreed to raise it again at the next meeting.

Alderman A Grehan asked that, at the meeting referred to above, consideration also be given to difficulties experienced by vehicles exiting Woodland Park onto the main road.

At the conclusion of the meeting, the Chairman, Alderman J Tinsley, thanked Members of the Planning Committee for their support over the year, as well as Council Officers. He also joined in paying tribute to Alderman W J Dillon and the Vice-Chairman, Councillor John Palmer.

There being no further business, the meeting was terminated at 1.24 pm.

Chairman/Mayor

(S) PC 27.04.2023

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Special Meeting of the Planning Committee held in the Council Chamber and in Remote Locations on Thursday 27th April 2023 at 9.35 am.****PRESENT IN CHAMBER:**

Alderman J Tinsley (Chairman)

Aldermen W J Dillon MBE, O Gawith and A Grehan

Councillors U Mackin and A Swan

PRESENT REMOTELY:

Councillor John Palmer (Vice-Chairman)

IN ATTENDANCE:

Director of Service Transformation
 Head of Planning & Capital Development
 Principal Planning Officer (RH)
 Senior Planning Officer (RT)
 Member Services Officers (RN & EW)

Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor
 (Attending Remotely)

Mr S Cash - DFI Roads Service

Commencement of Meeting

The Chairman, Alderman J Tinsley, welcomed those present to the Special Meeting of the Planning Committee which was actually the last meeting of the current mandate. The Chairman pointed out that, unless the item on the agenda was considered under confidential business, the meeting would be audio recorded. The Head of Planning & Capital Development outlined the evacuation procedures in the case of an emergency.

1. **Apologies** (00:01:47)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman D Drysdale; Councillors D J Craig and M Gregg.

2. **Declarations of Interest** (00:02:22)

There were no declarations of interest.

3. **Minutes of Meeting of Planning Committee held on 3 April 2023** (00:02:38)

It was agreed that the minutes of the meeting of Committee held on the 3rd April 2023 be confirmed and signed.

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4. Report from the Head of Planning & Capital Development (00:02:57)

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

4.1 Schedule of Applications (00:04:15)

The Chairman, Alderman J Tinsley, advised that there was one major application on the schedule for consideration at the meeting.

4.1.1 Application to be Determined (00:04:53)

- (i) LA05/2022/0727/F – A new two chapel crematorium (two 200 seat ceremony rooms) and associated works to provide landscaping, car parking and access. The proposed new vehicle access off the Ballygowan Road will serve the proposed crematorium and associated infrastructure. The existing access on the Ballygowan Road will be retained and will serve existing uses and plots. At Roselawn Cemetery, 127 Ballygowan Road, Belfast. (00:04:53)

The Senior Planning Officer (RT) presented the above application as outlined within the circulated report and advised that a very few minor elevation changes to the design of the building would be made.

The Committee received on a remote basis, Mr Andrew Gibson from AECOM who spoke in support of the application. Mr Seamus McBride, Ms Sabine Kalke and Mr Nick Brennan from Belfast City Council; and Ms Paula Lavery, Ms Rachel Devine and Mr Simon Tomlinson from AECOM were also available with Mr Gibson to respond to questions as necessary. A number of Members' queries were addressed.

A number of Members' queries were responded to by Planning Officers and the Roads Service official.

The Director of Service Transformation left the Chamber during the question and answer session with the Planning Officers and the Road Service official.
(10.25 am)

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve planning application LA05/2022/0727/F, subject to the applicant confirming that the traffic management model that had been used to assess the speed of traffic on the Ballygowan Road adjacent to the site location was that as prescribed by the DFI Road Service.

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The Chairman, Alderman J Tinsley, expressed his thanks to the officers for the considerable amount of work involved with the processing of this major application and also the other major applications which the Committee had considered during its mandate.

5. Any Other Business (01:14:24)

5.1 Thanks to Committee (01:14:55)

The Head of Planning & Capital Development expressed his thanks to the members of the Planning Committee and to all staff associated with the Committee for their diligence and contribution to the operation of the Committee during the current mandate.

5.2 Thanks to Committee and Officers (01:15:39)

Alderman W J Dillon expressed his thanks to the officers and staff associated with the Planning Committee who had afforded him courtesy and advice over the time when he had served on the Planning Committee. Alderman Dillon paid particular thanks to the Head of Planning & Capital Development, Mr Conor Hughes, with whom he had worked over many years both within the Council and also within the previous Planning Service.

The Vice-Chairman of the Committee, Councillor John Palmer, expressed his thanks to the Chairman and Members of the Committee, and also the officers associated with that committee, for their assistance and support during the past year when he had served as Vice-Chairman.

There being no further business, the Special Meeting concluded at 10.55 am.

Chairman/Mayor