



May 23rd, 2024

**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, 28th May 2024** at **7:00 pm** in the Council Chamber for the transaction of the business on the undernoted agenda.

A hot buffet will be available in the Members' Suite from 5.45 pm for those Members who have confirmed in advance.

DAVID BURNS
CHIEF EXECUTIVE
LISBURN & CASTLEREAGH CITY COUNCIL

Agenda

1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

[📄 Mayor's Engagements for May Council.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)

[📄 Disclosure of Interests form.pdf](#)

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4.0 COUNCIL MINUTES

4.1 Meeting of Council - 23 April 2024

[📄 MM 23.04.2024 Draft Minutes for Adoption.pdf](#)

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5.0 MATTERS ARISING

6.0 DEPUTATIONS

(None)

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

Lisburn and Castlereagh City Council and R&M Greenkeeper Limited, Unit C1, Kilcronagh Business Park, Cookstown BT80 9HG – Contract for Provision of a Haulage Service for Residual and Green Wastes from Council Household Recycling Centres (Ref: STA23/24-040)

Lisburn and Castlereagh City Council and The Resurgam Community Development Trust Limited, 3 Laganview Enterprise Centre, 69 Drumbeg Drive, Lisburn BT28 1NY – Development and Agreement for Lease of Hilden Primary School

Lisburn and Castlereagh City Council and Eclypse Sales Ltd t/a Steeltech NI Sheds, 412 Cushendall Road, Rathkenny, Ballymena BT43 6QE – Contract for Aberdelghy Driving Range (T22/23-083)

Lisburn and Castlereagh City Council and Dawson Manufacturing and Engineering Ltd, 3 Charlston Crescent, Portadown BT63 5ZE – Contract for T23/24-025
Tender for the Provision of Welding/Fabricating Services

Lisburn and Castlereagh City Council and M&M Contractors (Europe) Ltd, 4 Pilots View, 18 Heron Road, Belfast BT3 9LE – Contract for Tender for New Meeting Room and Offices at The Irish Linen Centre and Lisburn Museum, Lisburn (T23/24-018)

Lisburn and Castlereagh City Council and Citywatch CCTV Northern Ireland, PSNI, 15 Barrack Street, Lisburn BT28 1TJ – Letter of Offer to Citywatch CCTV Northern Ireland

Lisburn and Castlereagh City Council and Belfast City Council, Belfast City Hall, Donegall Square North, Belfast BT1 5GS – Funding Agreement in respect of Destination Royal Hillsborough (agenda item 13.4 refers)

Lisburn and Castlereagh City Council and Historic Royal Palaces, Hampton Court Palace, Surrey KT8 9AU – Collaboration Agreement in respect of Destination Royal Hillsborough (agenda item 13.4 refers)

8.0 ADOPTION OF MINUTES OF COMMITTEES

8.1 Environment & Sustainability Committee - 1 May 2024

[!\[\]\(e474458956c9a37fbf9586ddb60a7fa1_img.jpg\) ESC 01.05.2024 Draft Minutes for adoption.pdf](#)

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8.2 Regeneration & Growth Committee - 2 May 2024

[!\[\]\(870f5d5e9c0d57485634be3ecf52f3ca_img.jpg\) RGC 02 05 2024 Draft Minutes for Adoption.pdf](#)

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8.3 Communities & Wellbeing Committee - 7 May 2024

[!\[\]\(b792654f2cef9719eabeb6c5be00811e_img.jpg\) CW 070524 Draft for Adoption.pdf](#)

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8.4 Corporate Services Committee - 8 May 2024

[!\[\]\(b64b40baaee5acddc1eab8538ba84754_img.jpg\) CSC 08 05 2024 Draft minute for adoption.pdf](#)

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8.5 Planning Committee - 15 April 2024 (for noting)

[!\[\]\(5d954b3e270654ad8ab0d5913161c03c_img.jpg\) PC 15.04.2024 - Ratified Minutes - FOR NOTING.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

13.1 Requirement to Enter into a Section 76 Planning Agreement for Planning Application LA05/2022/0018/F

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

13.2 Item Withdrawn

13.3 Requirement to Enter into a Section 76 Planning Agreement for Planning Application LA05/2021/0009/F

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

13.4 Contracts for Funding Agreements Regarding BRCD (Belfast Region City Deal) Destination Royal Hillsborough

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

13.5 Request for Additional Employment

Confidential due to containing information (a) relating to any individual; (b) likely to reveal the identity of an individual; and (c) relating to the financial or business affairs of any particular person (including the Council holding that information)

14.0 ANY OTHER BUSINESS

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Saturday 13th April

Mayor to attend AMCA charity breakfast for Mayoral Charity, Cancer Fund for Children, Anahilt Primary School

Tuesday 16th April

Mayor to host coffee morning for Northern Ireland Prison Benevolent Fund widows, LVI

Mayor & Deputy Mayor to host Ballymacash Junior Youth Group & Social Bingo Group to recognise their fundraising efforts for the Mayoral Charity, Cancer Fund for Children, LVI

Mayor to host reception for the 100th Anniversary of Ulster Open Table Tennis, LVI

Wednesday 17th April

Mayor to attend 'Meet the Councillor' event with Lisburn & Castlereagh Youth Voice, LVI

Thursday 18th April

Mayor to host reception for the 50th Anniversary of the Independent Methodist Church Lisburn, LVI

Mayor to host Scouts NI to recognise the Scouts trip to Korea for the Jamboree, LVI

Mayor to host reception for Drumlough Lodge on their 175th Anniversary, LVI

Friday 19th April

Mayor to attend 4th Lisburn Boys Brigade Display, Lisburn Congregational Church

Saturday 20th April

Mayor to attend Drumlough Tractor Run, Drumlough Presbyterian Church

Mayor to attend Moira Baptist Coffee Morning

Mayor to attend Afternoon tea with Royal British Legion Women's Section Hillsborough Branch, Hillsborough Village Centre

Tuesday 23rd April

Mayor for host school visit for Fort Hill Integrated Primary School, LVI

Wednesday 24th April

Mayor to visit Friends' Prep to meet with the children taking part in Mayor's Parade Workshop

Mayor to attend special service for Lisburn Central 90th anniversary and Old Warren Primary School for their 50th Anniversary, Christ Church Lisburn

Mayor to host funding reception for Amateur League Football Clubs, LVI

Thursday 25th April

Mayor to host reception for local volunteer on volunteering efforts for Dungoyne Football Club, LVI

Mayor to attend Effortless Beauty Ladies Night charity fundraiser for Mayoral Charity, Cancer Fund for Children, Café Vic-Ryn

Mayor to attend Drumlough AGM

Friday 26th April

Mayor to host Reception for Lisburn Pickle Ball Club, LVI

Mayor to host reception for Lisburn Cricket Club to acknowledge the club's achievements, LVI

Saturday 27th April

Mayor to attend litter pick initiated by Royal Hillsborough District No 19, Royal Hillsborough

Mayor to attend Guide Dogs Northern Ireland coffee morning, Royal Hillsborough

Mayor to attend Big Breakfast, Drumbo Orange Hall

Mayor to attend Moira Community Fair, St John's Moira

Mayor to attend Dromara Community Group Craft Fair & Coffee Morning

Mayor to attend 1st Hillsborough Explorer Scouts Walk for their 'A Million Hands' programme

Mayor & Mayoress to attend Lisburn Community Choir Spring Concert, The Ulster Hall Belfast

Sunday 28th April

Mayor to attend Anzac Day Commemoration Service & Wreath Laying, Ballance House

Tuesday 30th April

Mayor to attend the Entrepreneurs Network Series, "Connecting businesses with local support", LVI

Mayor to host reception for Killynure Community Association, LVI

Thursday 2nd May

Mayor to host volunteers from Ballance House, LVI

Mayor to attend Tree Planting Ceremony at Lagan Valley Hospital in honour of the late Jill Cairns MBE (former ward sister)

Friday 3rd May

Mayor to attend Highway Inn Big Breakfast Fundraiser

Mayor to host Lisburn Parkinson's Carers Group, LVI

Mayor to attend Road Safety NI, LVI

Mayor to host Lisburn Ukes in recognition of their fundraising and contribution to community events, LVI

Mayor to attend Lisburn Castlereagh Junior Football League Cup Finals, Bluebell Stadium

Mayor to attend Larchfield Community Association BBQ

Tuesday 7th May

Mayor to visit over 50's Walking Football Group, LVLP

Mayor and Chief Executive to meet with Brigadier Jamie Murray, welcome to Lisburn

Mayor to host Dromara Girl's Brigade for their 50th Anniversary, LVI

Wednesday 8th May

Mayor to attend Anahilt Public Realm Scheme

Mayor to attend Cargycreevey PCI

Thursday 9th May

Mayor to host Sports Day for Special Schools, LVLP

Mayor to meet with Colin Kirkpatrick of Royal Irish Rangers Association Lisburn, LVI

Mayor to attend joint fundraising concert with SSAFA, featuring the Royal Irish Regiment Band, LVI

Friday 10th May

Mayor to meet with representatives from the Deaf Community improving services within LCCC, LVI

Saturday 11th May

Mayor and family to attend Mayor's Parade & Family Fun Day

Monday 13th May

Mayor to attend Community Outreach event, Dromara

Mayor to attend LCCC Funding Workshop, Hillsborough Village Centre

Mayor to attend AMCA AGM

Tuesday 14th May

Mayor to attend Lisburn City Library 'Discover ME Campaign'

Mayor to meet with pupils from Anahilt Primary School Council, LVI

Mayor to host reception for Carryduff Regeneration Forum, LVI

Wednesday 15th May

Mayor to open exhibition of display for 'Headway' charity, Lisburn City Library

Mayor to host reception for Disability Darts in recognition their success at the European Championships, LVI

Mayor to host reception for Irwin's True Blues in recognition of their success at the Orange Awards, LVI

Thursday 16th May

Mayor to welcome SSAFA for their AGM, LVI

Mayor to attend Balmoral Show

Friday 17th May

Mayor & Mayoress to attend Presidents Lunch at Balmoral Show

Saturday 18th May

Mayor to collect at Mayoral Charity bucket collection for Cancer fund for Children, Tesco Lisburn

Mayor to attend Spring Fair, Ballance House

Mayor to visit Scouts Woodland, Dagger Road, Lisburn

Mayor to attend Table Quiz, Low quarter Orange Hall

Monday 20th May

Mayor to visit Anahilt Scouts to receive cheque for Mayoral Charity, Cancer Fund for Children

Tuesday 21st May

Mayor to host reception for Royal Hillsborough Flute Band's 50th Anniversary, LVI

Mayor & Cllr Beckett to host reception for Crewe United FC celebrating their 60th Anniversary, LVI

Wednesday 22nd May

Mayor to attend community event at Annahilt Parish

Mayor to attend Atlas Women's Centre AGM and Afternoon Tea

Thursday 23rd May

Mayor to host 'Garden of Reflection' annual ceremony, LVI

Mayor to host Colour Run for Mayoral Charity, Cancer Fund for Children, Moira Demesne

Mayor to host Young People's event and Q & A session, LVI

Friday 24th May

Mayor to attend Lisburn & Castlereagh Primary Schools Swimming Gala, LVLP

Mayor to host Charity Golf Day at Castlereagh Hills in aid of Mayoral Charity, Cancer Fund for Children

Mayor to open exhibition for Hillsborough Art Society, Downshire Primary School

Saturday 25th May

Mayor to attend Harry Ferguson Tractor Run in aid of Mayoral Charity, Cancer fund for Children

Mayor to attend coffee morning at Ballykeel Orange Hall

Mayor to visit Magheragall Vintage Fair

Mayor to attend Drumlough Community Association Free Spring Community Lunch

Tuesday 28th May

Mayor to visit Lisburn First Presbyterian Church Coffee Morning

Future engagements before the end of the Mayoral Term

Wednesday 29th May

Mayor and Ald Skillen to visit Brooklands Primary School

Mayor to attend Fort Guard Evening, Royal Hillsborough

Thursday 30th May

Mayor to host reception for St John's ambulance to receive their Coronation Medals, LVI

Friday 31st May

Mayor to attend Opening of D-Day Exhibition - 1944: Wartime Lisburn and the Battle for Normandy, ILC

Mayor to host Colour Run for Mayoral Charity, Cancer Fund for Children, Wallace Park

Saturday 1st June

Mayor to attend Lisburn Chess Club D-Day Event

Mayor to attend Royal Irish Rangers Association Lisburn D Day Event

Mayor to attend Drumlough Community Association D Day Event

Mayor to attend Ballinderry War Memorial Dinner, 100th Anniversary of hall

Sunday 2nd June

Mayor to attend Baillies Mills Accordion Band D Day event

Monday 3rd June

Mayor to attend Resurgam Trust D Day event

Mayor to host reception for Star of Kilwarlin, Royal Chapter for their 150th anniversary, LVI

Tuesday 4th June

Mayor to attend Wildflower Planting for the Lady Mary Peters Woodland Walk Project, Aberdelghy Golf Club

Mayor to volunteer at Lisburn Restore for Volunteer Week

Mayor to attend Anahilt & Magheraconluce Community Association D Day event

Wednesday 5th June

Mayor to visit Drumlough True Blues LOL 423 D Day event

Mayor to visit Derriaghy District LOL No. 11 D Day event

Thursday 6th June

Mayor to host D Day 80 Town Crier event, ILM

Mayor to host D Day 80 Flag Raising Ceremony to raise the Flag of Peace, LVI

Mayor to attend RBL Wreath Laying Ceremony for D Day 80, Lisburn War Memorial

Mayor to meet with schools at Castle Gardens to view D Day exhibitions

Mayor to attend Tea Dance for D Day 80, ILC

Mayor to host D Day 80 Beacon Lighting, Castle Gardens, Lisburn

Friday 7th June

Mayor to attend unveiling of community mural in Anahilt

Mayor to attend Anahilt Primary School Sports Day

Mayor to attend Volunteers Week Tea Party, Wallace Park

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING**Tuesday 16th April**

Mayor & Deputy Mayor to host Ballymacash Junior Youth Group & Social Bingo Group for their Fundraising efforts for Mayoral Charity, Cancer Fund for Children

LISBURN & CASTLEREAGH CITY COUNCIL

MEMBERS DISCLOSURE OF INTERESTS

The Northern Ireland Local Government Code of Conduct for Councillors under Section 6 requires you to declare at the relevant meeting any pecuniary interest that you may have in any matter coming before any meeting of your Council. This information will be recorded in a Statutory Register. On such matters you must not speak or vote. Subject to the provisions of Sections 6.5 to 6.11 of the Code, if such a matter is to be discussed by your Council, you must withdraw from the meeting whilst that matter is being discussed

In addition you must also declare any significant private or personal non-pecuniary interest in a matter arising at a Council meeting (please see also Sections 5.2 and 5.6 and 5.8 of the Code). Subject to the provisions of Sections 6.5 to 6.11 of the Code, you must declare this interest as soon as it becomes apparent and you must withdraw from any Council (including committee or sub committee meeting) when this matter is being discussed.

In respect of each of these, please can you complete the form below as necessary.

1. Pecuniary Interest

Meeting (Council or Committee - please specify and name):

Date of Meeting: _____

Item(s) in which you must declare an interest (please specify item number from report):

Nature of Pecuniary Interest:

2. Private or Personal non Pecuniary interest

Meeting (Council or Committee - please specify and name):

Date of Meeting: _____

Item(s) in which you must declare an interest (please specify item number from report):

Nature of Private or Personal non Pecuniary Interest:

Name:
Address:

Signed:	Date:

If you have any queries please contact David Burns, Chief Executive, Lisburn & Castlereagh City Council

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Meeting of Council held in the Council Chamber and remote locations on Tuesday 23 April, 2024 at 7:00 pm****PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor A Gowan

Deputy Mayor
Councillor G McCleave

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

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

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Finance & Corporate Services
Director of Leisure and Community Wellbeing
Director of Organisation Development and Innovation
Director of Regeneration and Growth
Acting Director of Environmental Services
Member Services Officers (BS, EW)
Technician
IT Officer

Commencement of the Meeting

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

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

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.

Alderman M Guy entered the meeting at 7.01 pm.

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Commencement of the Meeting (Cont'd)

The Right Worshipful the Mayor advised of the undernoted bereavements since the last meeting of Council:

- Dr Harold Rice, father of Robert Rice, Portfolio, IT and Commercialisation Unit
- Mr Isaac Banks, father of Paula Silcock, HR Officer, HR&OD Unit
- Mr James Baxter, father of Jim Baxter, Parks & Amenities Unit.

The Right Worshipful the Mayor, on behalf of the Council, extended warmest congratulations to Alderman S Skillen and family on the birth of their new baby daughter in recent days.

Prayers

The Right Worshipful the Mayor welcomed his Chaplain, Mr D Roberts, to the meeting. Mr Roberts gave an address and said a prayer during which he also referred to the above bereavements and offered his sympathy to the families. The Right Worshipful the Mayor thanked Mr Roberts for his attendance and he left the meeting.

1. Business of The Right Worshipful the Mayor

1.1 Mayor's Engagements

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

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen J Baird, S Skillen and J Tinsley, and Councillors S Burns and N Parker.

3. Declarations of Interest

At the conclusion of the meeting Councillor P Catney submitted a completed Declaration of Interest form in respect of item 14.1 Moira Park and Ride Planning Application in view of him, as a member of the Planning Committee, having spoken in support of this application at meetings of the Planning Committee.

4. Council Minutes

4.1 Meeting of Council – 26 March 2024

It was proposed by Alderman A G Ewart, seconded by Councillor P Catney, and agreed that the minutes of the meeting of Council held on 26 March 2024 be confirmed and signed.

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5. Matters Arising

There were no matters arising from the above minutes.

6. Deputations

There were no deputations.

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

It was proposed by Councillor T Mitchell, seconded by Alderman H Legge, and agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and Irish Waste Services. 94-96 Hillsborough Road, Carryduff BT8 8HT – Contract for Collection, transportation, recycling and/or recovery of waste paints and aerosols from Council Household Recycling Centres – T22/23-072
- Lisburn and Castlereagh City Council and R Heatrick Ltd t/a Skipway, 341 Tandragee Road, Portadown BT62 3RB – Contract for Collection, transportation and recycling of plasterboard from Council Household Recycling Centres – T22/23-073
- Lisburn and Castlereagh City Council and R Heatrick Ltd t/a Skipway, 341 Tandragee Road, Portadown BT62 3RB – Contract for Collection, transportation and recycling of rubble from Council Household Recycling Centres – T23/24-008

8. Adoption of Minutes of Committees**Regeneration and Growth Committee****4 April, 2024**

Proposed by Councillor J Laverty

Seconded by Alderman A G Ewart

Communities and Wellbeing Committee**9 April, 2024**

Proposed by Councillor J Gallen

Seconded by Alderman S P Porter

Corporate Services Committee**11 April, 2024**

Proposed by Alderman O Gawith

Seconded by Councillor A P Ewing

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Planning Committee**4 March, 2024**

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The minutes of the Planning Committee meeting of 4 March, 2024 had been circulated for noting as these minutes had been agreed at the subsequent meeting of the Planning Committee on 15 April, 2024. It was proposed by Alderman M Gregg, seconded by Councillor U Mackin, and agreed that their contents be noted.

9. Report from Chief Executive

There were no reports for consideration.

10. Reports from Members on Boards

There were no reports from Members on Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure

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

12. Notices of Motion

There were no Notices of Motion for consideration.

13. Any Other Business

13.1 Planning Application for Moira Park & Ride Facility
Alderman A G Ewart

Alderman A G Ewart requested an update on the planning application for the Moira Park & Ride facility as he was aware that the Department for Infrastructure had issued a notification in regard to this application.

The Director of Regeneration & Growth confirmed that the Council had received notification from the Department for Infrastructure under the relevant articles of the Planning legislation restricting the grant of planning permission to allow the Department to consider further issues arising from the proposal. He was hopeful that the Council would receive further notification soon from the Department.

Councillor P Catney stated that he had questioned the Director regarding the above notification from the Department at the previous meeting of the Planning Committee. He also stated that the Planning Committee had debated this planning application extensively and reminded the Council that a Park & Ride facility in Moira had been campaigned about for a considerable length of time.

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13.2 Development of Hilden Mill Site Councillor G Hynds

Councillor G Hynds reported that he had the opportunity recently to speak with the developers of the Hilden Mill site recently when he had encouraged them to bring forward their proposals as soon as possible and in particular to consider the historic industrial heritage of this site. He also had encouraged the developer to consider the community aspect of this site and the need to seek community input. He hoped that the Council would continue to promote the importance of this historic building and seek to attract the most appropriate community facility.

Councillors P Catney and D J Craig, and Alderman S P Porter welcomed the matter of Hilden Mill redevelopment being raised that evening and supported the comments raised by Councillor Hynds.

Councillor Craig also raised the issue of the importance of the Council having a contact telephone number in regard to the Hilden Mill site in order to have access in cases of emergencies.

13.3 Overgrown Verges Alderman S P Porter

Alderman S P Porter, having advised that he had received a text message earlier that day in connection with the state of the verges across the City area, stated that now that Departmental Ministers were in post it was an appropriate time to write to the Minister for Infrastructure in connection with the need for more frequent grass cutting and to reiterate the Council's request that the Department for Infrastructure Roads Division works closely with the Council on these important matters.

It was agreed at the request of Alderman S P Porter that the Council writes to the Minister for Infrastructure emphasising that two cuts per year were inadequate and to highlight the importance of the Department working closely with the Council with the aim to have more frequent grass cutting taking place throughout the summer months.

13.4 Production Company in LCCC Area Councillor P Catney

Councillor P Catney welcomed the work of the production company that was filming across the Council area currently which he stated was a good news story from a tourism point of view. He stated that this piece of work demonstrated the beauty of where we live. Councillor Catney was hopeful that when this piece of filming was released it would attract more visitors to the Council area

14. Confidential Business

The Right Worshipful the Mayor advised that the undernoted Confidential items were confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

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In Committee

It was proposed by Alderman S P Porter, seconded by Councillor J Lavery, and agreed that the Confidential Reports be considered "in Committee" in the absence of press or members of the public. The livestream was paused at this stage in proceedings (7.29 pm).

- 14.1 Requirement to endorse a deed of variation for a Section 76 Planning Agreement dated 3rd September 2020 made between (1) Lisburn and Castlereagh City Council and (2) Comber Road LLP relating to lands at Comber Road to take account of a change in the form of employment use proposed and the phasing of the delivery of the mixed-use development.

It was proposed by Alderman M Gregg seconded by Councillor P Catney, and agreed that approval be granted to the signing and sealing of the above Agreement by the Mayor and Chief Executive.

- 14.2 Requirement to enter into a Section 76 Planning Agreement for Planning Application LA05/2022/0861/F

It was proposed by Councillor S Lowry, seconded by Alderman H Legge, and agreed that approval be granted to the signing and sealing of the above Agreement by the Mayor and Chief Executive.

Resumption of Normal Business

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

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

There being no further business for consideration, the meeting was terminated at 7.32 pm.

Mayor

ESC 01 05 2024

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Environment and Sustainability Committee held in the Council Chamber, Island Civic Centre, on Wednesday 1 May 2024 at 6pm****PRESENT IN CHAMBER:**

Councillor C McCreedy (Chairperson)

Deputy Mayor
Councillor G McCleave

Aldermen J Baird, M Gregg and J Tinsley

Councillors S Burns, P Catney, G Hynds, J Lavery BEM,
A McIntyre, M McKeever, R McLernon and N Parker**IN ATTENDANCE:****In Chamber:**Acting Director of Environmental Services (RH)
Head of Service (Building Control and Sustainability) (CD)
Head of Service (Waste Management and Operational Services) (WM)
Acting Head of Service (Environmental Health, Risk and Emergency Planning) (SC)
Member Services Officers (CR, RN)**Commencement of the Meeting**

Councillors A McIntyre and R McLernon arrived to the meeting at 6.01 pm and 6.02 pm respectively.

At the commencement of the meeting, the Chairperson, Councillor C McCreedy, welcomed those present to the meeting of the Environment and Sustainability Committee, which would be audio recorded unless the item on the agenda was to be considered under confidential business. He 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 proceeded to outline 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-Chairperson, Councillor R Carlin, Alderman S Skillen and Councillor P Kennedy. The Chairperson, Councillor C McCreedy, advised that Alderman J Tinsley would be arriving late to the meeting.

2. Declarations of Interest

There were no Declarations of Interest.

3. Report by the Acting Director of Environmental Services

3.1 LHLN/KNIB – Small Grants Funding 2023/2024 Report

Members were provided with, and noted the contents of, a report in respect of the project summary, funding for and impact for the six community groups which had availed of Keep Northern Ireland Beautiful 'Live Here Love Here' small grants funding.

The Acting Director of Environmental Services answered a number of queries raised by Members and, following discussion, it was agreed that:

- (a) Councillor N Parker would be provided with information on the number of groups that had availed of this funding previously; and
- (b) Alderman M Gregg would be provided with a copy of an email from KNIB in response to comments he had made previously about it having provided paper correspondence to Elected Members which was counter-productive towards its drive to Net Zero.

3.2 Change to June 2024 Environment and Sustainability Committee Start Time

Alderman J Tinsley arrived to the meeting during consideration of this item of business (6.21 pm).

The Acting Director of Environmental Services reported that the regular scheduled monthly meeting of the Regeneration and Growth Committee coincided with the Council's proposed D-Day celebrations in June. It was recommended that the meeting of the Environment and Sustainability Committee on 5 June be commenced at 5.30 pm, in order to facilitate the Regeneration and Growth Committee meeting taking place at 7.00 pm that evening.

It was proposed by Councillor P Catney and seconded by Councillor G Hynds that the Environment and Sustainability Committee commence at 5.30 pm on 5 June to accommodate the meeting of the Regeneration and Growth Committee starting at 7.00 pm.

It was proposed by Councillor M McKeever and seconded by Alderman M Gregg that, as a 5.30 pm start time would not be suitable for a number of Members, the meeting commence at its normal time of 6.00 pm.

Lengthy discussion ensued during which the Chairperson of the Regeneration and Growth Committee, Councillor J Laverty, stated that, subject to agreement by that Committee, it could commence at 7.30 pm on 5 June in order to afford the Environment and Sustainability Committee adequate time to consider the business on its agenda should its commencement time remain at 6.00 pm.

3.2 Change to June 2024 Environment and Sustainability Committee Start Time (Contd)

During discussion, concern was raised regarding the amount of business being brought to Committee meetings and the Acting Director of Environmental Services was requested to provide a report to a future meeting in respect of those items that were no longer required to be presented to Committee, such as street naming.

The proposal by Councillor P Catney was put to the meeting and, on a vote being taken, was declared 'lost', the voting being 3 in favour and 7 against.

The proposal by Councillor M McKeever was put to the meeting and, on a vote being taken, was declared 'carried', the voting being 7 in favour and none against.

4. Report by the Head of Service (Building Control and Sustainability)

4.1 Climate Change (Reporting Bodies) Regulations (NI) 2024

Members were provided with, and noted the contents of, a report in relation to the Climate Change (Reporting Bodies) Regulations (NI) 2024 and the legislative dates for submission of adaptation and mitigation reports.

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

5.1 Eat Well Spend Less Event

Members noted from the Officer's report, information on the recent Eat Well Spend Less event.

Having commented on the success of this event, the Chairperson, Councillor C McCready, asked that a report be presented to a future meeting of the Committee regarding the financial implications of running this on an annual basis. This was supported by Alderman M Gregg.

The Chairperson, 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)

6.1 Communication with Members on Council Initiatives Councillor N Parker

Councillor N Parker referred to a recent visit to Lagan Valley Island by the Minister for Environment, Agriculture and Rural Affairs after the Council had secured £30,000 funding from the DAERA Environment Fund, which had been used to purchase an environmentally friendly piece of equipment used for weed control.

6.1 Communication with Members on Council Initiatives (Contd)
Councillor N Parker

Officers took note of comments by Councillor Parker regarding the importance of communicating such initiatives to Members in order that they could highlight and promote these within in their communities.

6.2 Hybrid Meetings
Alderman M Gregg

Alderman M Gregg referred to a workshop that had taken place the previous evening but which had not been available for Members to attend on a remote basis. Officers took note of comments made regarding the option being provided for Members to attend future meetings/workshops, of a non-decision making nature, remotely.

6.3 Derelict Buildings
Councillor G Hynds

Councillor G Hynds referred to derelict buildings within Lisburn City Centre, particularly in Seymour Street, Castle Street and Bridge Street. He thanked the Head of Service (Building Control and Sustainability) and this team for assistance provided to date and asked what more could be done to address this issue. Officers pointed out that this matter was not the function of a single Department within the Council and a number of units worked together to deal with this. They explained what could be done within the legislation that existed, but some things were outside of the Council's control. Officers would continue to engage with each other and with the owners of such buildings and remind them of their responsibilities to maintain safe buildings.

6.4 Dog Fouling Signs
Councillor G Hynds

Councillor G Hynds thanked staff for having erected new dog fouling signs in Milltown and asked, when new signs were created, if existing ones were automatically replaced or if this was done upon request. The Acting Head of Service (Environmental Health, Risk and Emergency Planning) advised that signs were moved periodically. Signs were erected in hot spot areas where genuine need existed.

6.5 Council Off-Street Car Parking Arrangements
Councillor G Hynds

Councillor G Hynds referred to recent changes in relation to off-street car parking and asked if there was a change to the charge on the parking app. The Acting Director of Environmental Services confirmed that the same opportunities existed as before, in that payments could be made via the app or using coins, and tariffs had not changed. The Acting Head of Service (Environmental Health, Risk and Emergency Planning) pointed out that there was an option on the app to receive text reminders and there was a charge for that. This was automatically applied unless users opted out. Members suggested that communication be issued by the

6.5 Council Off-Street Car Parking Arrangements (Contd)
Councillor G Hynds

Council to address confusion that existed amongst the public in respect of recent changes to car parking arrangements and to advise of the need to opt out of receiving text reminders on the new app.

6.6 Removal of Surface Debris from River Lagan
Alderman M Gregg

Alderman M Gregg referred to information he had sent previously to the Acting Director of Environmental Services regarding a system for removing surface debris from the River Lagan and asked that a report on this matter be brought to the September meeting of the Committee, if possible.

6.7 Wildflower Meadows
Councillor P Catney

Councillor P Catney commended the Council on its wildflower meadows the previous year and asked if there were any plans to roll this out again. The Acting Director of Environmental Services having advised that this would be a matter for the Parks and Amenities Unit within the Communities and Wellbeing Directorate, Councillor Catney asked that his comments be passed on.

7. Confidential Report by the Acting Director of Environmental Services (Agenda Item 6.0 refers)

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

"In Committee"

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

Members of the press and public seated in the public gallery left the meeting (7.07 pm).

7.1 Tender for the Provision of a Service for the Recycling and Recovery of Residual and Bulky Waste from Council Household Recycling Centres (Ref STA23/24-043) (Agenda item 6.1 refers)
(Redacted Report will be made available following Council approval)

Discussion took place during which Officers took account of comments raised by Members about the timescale of this item being presented to Committee and reference was also made to the importance of Elected Member representatives on arc21 attending meetings of that body.

7.1 Tender for the Provision of a Service for the Recycling and Recovery of Residual and Bulky Waste from Council Household Recycling Centres (Ref STA23/24-043) (Agenda item 6.1 refers) (Contd)

It was proposed by Councillor P Catney, seconded by Alderman J Tinsley and agreed to recommend that retrospective approval be granted to the award of the above tender, as outlined in the Acting Director's report.

Verbal Matters

7.2 Update on Dog Attack

The Acting Head of Service (Environmental Health, Risk and Emergency Planning) provided a verbal update in respect of a recent dog attack that had taken place within the Council area and she was asked to convey to staff involved in that incident Members' appreciation of and support for the work they did.

The Acting Head of Service also took note of comments made in relation to people walking a number of dogs at one time and addressed a suggestion made regarding the introduction of Dog Control Orders.

7.3 Funding from DAERA

Members noted a verbal update from the Acting Head of Service (Environmental Health, Risk and Emergency Planning) in respect of recent notification of funding from DAERA.

7.4 Council Policy on Household Bin Collection

Alderman J Tinsley left the meeting during consideration of this item of business (7.32 pm).

Members noted a verbal update from the Head of Services (Waste Management and Operational Services) in respect of steps to be taken to address areas within the Council where the policy on household bin collection was yet to be implemented.

Resumption of Normal Business

It was proposed by Councillor J Laverty, seconded by Councillor R McLernon, and agreed to come out of committee and normal business was resumed.

There being no further business, the meeting concluded at 7.37 pm.

Chairperson

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Regeneration & Growth Committee held in the Council Chamber, Island Civic Centre, The Island, Lisburn on Thursday 2nd May, 2024 at 6.03 pm****PRESENT IN THE CHAMBER:**

Councillor J Lavery BEM (Chairperson)
 Councillor T Mitchell (Vice Chairperson)
 Deputy Mayor, Councillor G McCleave
 Aldermen J Baird, A G Ewart MBE, A Grehan and M Guy
 Councillors P Burke, K Dickson, J Gallen, U Mackin, A Martin, C McCready and N Parker

OTHER MEMBERS:

Councillor G Hynds

IN ATTENDANCE

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

Commencement of Meeting

The Chairperson, Councillor J Lavery, extended a welcome to all present at the May meeting of the Committee and reminded those present that the meeting was being audio recorded unless the item was being considered under confidential business.

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

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

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

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful the Mayor, Councillor A Gowan, and Alderman M Gregg.

At the conclusion of the meeting the Chairperson advised that he received an apology from Alderman S P Porter and it was agreed that Alderman Porter's apology be accepted.

2. Declarations of Interest

The Deputy Mayor, Councillor G McCleave and Alderman A G Ewart declared a non-pecuniary interest in item 5.2 Lagan Navigation Trust in view of being the Council's nominated representatives on the Lagan Navigation Trust. Completed Declaration of Interest forms by both Members were completed and submitted that evening.

3. Report of Head of Economic Development

3.1 Enterprise Support Service – Go Succeed Collaboration & Funding Agreement

The Head of Economic Development's report outlined the background and key issues in connection with the Enterprise Support Service – Go Succeed Collaboration and Funding Agreement, the match-funding for this Collaboration programme having been agreed by the Committee in October 2023.

The objectives of the Go Succeed initiative were set out in the Officer's report, it being noted that the Collaboration and Funding Agreement had been reviewed with input from the Council's solicitors.

The Committee had been furnished with a copy of:

- a) the Memorandum of Understanding from the Department of Levelling Up Housing and Communities (DLUHC) that had been awarded to the lead Council (Belfast City Council) and
- b) the funding agreement which outlined the workings and obligations of the collaboration between the lead council and the other 10 councils.

In response to a question from a Member, the Head of Economic Development clarified the overall funding amount awarded to the lead council on behalf of the 11 councils towards this programme and the specific amount allocated to Lisburn & Castlereagh City Council.

It was proposed by Alderman A Grehan, seconded by Alderman J Baird, and agreed to recommend that the Collaboration Funding Agreement, as presented, be agreed.

3.2 Labour Market Partnership – Interim Funding Letter of Offer

The Head of Economic Development's report outlined the background and key issues in connection with the Labour Market Partnership's strategies for the next three years and action plan for the period 2024/2025, all of which formed the basis of the funding bid of the LMP for the initial 2024/2025 period. It was noted that the outcome of the funding bid for

3.2 Labour Market Partnership – Interim Funding Letter of Offer (Cont'd)

2024/2025 was anticipated to be confirmed in May/June 2024 and that Officers were working currently with DfC on an ongoing basis.

The Committee had been furnished with correspondence from the Department for Communities confirming:

- a) the 2024-25 interim funding position,
- b) that up to 25% of the administrative budget to cover the period until 30th June 2024 had been agreed by the Department, and
- c) that the level of funding for the remainder of 2024/2025 was not yet agreed.

The Head of Economic Development advised that this budgetary uncertainty was similar to the position experienced last year and advised that the Department was hopeful to be in a position to confirm the funding allocation as soon as possible.

It was proposed by Alderman J Baird, seconded by Alderman M Guy, and agreed to recommend that the offer of interim funding from the Department for Communities be accepted.

3.3 Lisburn City Centre – Wayfinding Proposals

The Head of Economic Development's report outlined the background and key issues in connection with the Council's Wayfinding proposals.

At the outset the Head of Economic Development advised the Committee that the report had been prepared in the context of the Committee's consideration of the original Walkability strategy and also in the context of the Committee's discussion at the previous meeting of the Committee on directional signage and public toilet provision. Also, it was proposed to re-frame the Walkability strategy within the context of the Council's Open Spaces Programme as the 'City Centre Wayfinding plan.' A copy of the Lisburn City Centre Wayfinding Plan had been furnished to the Committee.

The Director of Regeneration & Growth and the Head of Economic Development responded to a number of comments and questions from Members arising from the Officer's report. In regard to the design and theme of the actual signage, the Director offered to engage with Members on the theme of the signage outside of Committee over the next number of weeks and undertook to provide sample signage. He gave an assurance that the signage for public toilet provision would be expedited.

It was proposed by Councillor J Gallen, seconded by Councillor N Parker, and agreed to recommend that:

3.3 Lisburn City Centre – Wayfinding Proposals (Cont'd)

- a) the final City Centre Wayfinding Plan be agreed
- b) Officers submit an application to the Department for Communities to bring forward initiatives in line with the action plan as outlined
- c) the commissioning of signage relating to public amenities within the City Centre be approved, which would be integrated into a wider business case for the agreed programme of work and presented to the Committee for approval.

3.4 Recent Tourism Familiarisation Trip – Interim Evaluation

The Head of Economic Development's report outlined the background and key issues in connection with the two-day Tourism Familiarisation trip which had been organised on the back of the Westminster Business Showcase and Networking event in September 2023 under the theme of 'economic opportunities around Royal Hillsborough and the wider tourism and hospitality sector across Lisburn & Castlereagh.

The Committee had been furnished with a copy of the evaluation of the tour operator familiarisation trip. It was noted that bookings had already been received for 2024 for Hillsborough Castle and Hinch Distillery.

The Head of Economic Development responded to a number of questions from the Committee in connection with key issues outlined in the report. He advised that a re-focus of the Tourism Unit was being led by the HR & OD Unit currently and that a report thereon would be presented to the Committee for consideration in due course.

The Deputy Mayor, Councillor G McCleave left the meeting at 6.57 pm.

Members of the Committee commended the Officers for their efforts in regard to the very positive Familiarisation trip.

It was agreed that the positive evaluation report on the tour operator familiarisation trip during 5th to 7th February 2024 be noted.

4. Report by the Director of Regeneration & Growth

4.1 Rescheduling of the June Meeting of the Regeneration & Growth Committee

The Committee considered a report by the Director of Regeneration & Growth Committee in connection with the rescheduling of the June meeting of the Committee due to the

4.1 Rescheduling of the June Meeting of the Regeneration & Growth Committee (Cont'd)

Council's proposed D-Day celebrations on 6th June 2024 which was the Committee's scheduled date. A number of options for alternative dates were set out in the report.

It was proposed by Councillor N Parker, seconded by Alderman A Grehan, and agreed that the Regeneration & Growth Committee be rescheduled to Wednesday, 5th June 2024 at 7.30 pm following the meeting of the Environment & Sustainability Committee.

5. Any Other Business

5.1 Entrepreneurs Networking Event Alderman A Grehan

Alderman A Grehan commended the efforts of the Head of Economic Development and his team of Officers in regard to the success of the recent Entrepreneurs Networking Event.

The Chairperson, Councillor J Lavery, concurred with the sentiments expressed by Alderman Grehan and asked the Director to pass on the Committee's thanks to all involved in the organisation of this event.

5.2 Hilden Mill Development Councillor G Hynds

The Director of Regeneration & Growth responded to comments and questions from Councillor G Hynds in connection with engagement with the developer of the Hilden Mill development project. Councillor Hynds recognised that the Regeneration & Growth Committee would have a key role in connection with the development of the Hilden Mill site.

5.3 Balmoral Show 2024 Chairperson, Councillor J Lavery

The Chairperson, Councillor J Lavery, addressed the Committee in relation to the Committee's attendance at the forthcoming Balmoral Show.

5.4 Visit to High Rise, Lisburn Chairperson, Councillor J Lavery

The Chairperson, Councillor J Lavery, reported having had the opportunity recently to visit, on behalf of the Council, the social enterprise organisation High Rise in Lisburn and commended the excellent work of this organisation. The Chairperson encouraged Members to visit High Rise to see first-hand the fantastic work being carried out.

6. Confidential Report from Director of Regeneration & Growth

The Chairperson advised of the reasons for confidentiality for the following confidential report items:

6.1 Covid Recovery Small Settlements Regeneration Programme - Update

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

6.2 Lagan Navigation Trust

Confidential due to containing information relating to:

- a) the financial or business affairs of any particular person (including the Council holding that information), and
- b) 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

In Committee

It was proposed by Alderman J Baird, seconded by the Vice Chairperson, Councillor T Mitchell, and agreed that the Confidential Reports be considered "in Committee" in the absence of press or members of the public. The audio recording was paused at this stage in proceedings (7.09 pm).

6.1 Covid Recovery Small Settlements Regeneration Programme - Update (Redacted Report to be published post the award of Contract – Provisional date September 2024)

The Committee had been furnished with a copy of an update on the progress of projects to date together with associated spend in connection with the Covid Recovery Small Settlements Regeneration Programme.

The Director of Regeneration & Growth having responded to questions from the Committee on a number of related matters requested that Members bring forward to the appropriate Director any other ideas for projects that would fit with the above Regeneration programme. The Head of Economic Development also addressed the Committee.

A number of Members expressed thanks and appreciation to the Officers concerned for a number of successful small settlement regeneration projects across the Council area, all of which had benefited the local communities.

It was proposed by Alderman J Baird, seconded by the Vice Chairperson, Councillor T Mithcell, and agreed to recommend that:

6.1 Covid Recovery Small Settlements Regeneration Programme – Update (Cont'd)

- a) the update on the Covid Recovery Small Settlements Regeneration Programme be noted, and
- b) any Small Settlements slippage that remained be allocated, where possible, to eligible projects identified through the DEA workshops subject to funder agreement.

6.2 Lagan Navigation Trust

(Redacted report to be published provisionally March 2025)

The Report by the Director of Regeneration & Growth outlined the background and key issues in regard to the Lagan Navigation Trust.

It was proposed by Alderman J Baird, seconded by Councillor U Mackin, and agreed that the recommendations as outlined in the Report by the Director of Regeneration & Growth be approved.

7. Any Other Confidential Business

7.1 NI-NL Trade Programme

Alderman A G Ewart

The Head of Economic Development having responded to comments from Alderman A G Ewart in regard to an update on the NI-NL Trade Development Programme, indicated that a report on the trade development programme would come forward to the Committee in due course. The Director of Regeneration & Growth responded to comments by Alderman A Grehan on the matter of trade development in Cork and Galway.

7.2 Belfast City Region Deal (BRCD) Funding

Alderman A G Ewart

The Director of Regeneration & Growth having responded to a question from Alderman A G Ewart in regard to BRCD funding, advised that an update report would come forward to the Committee in due course.

7.3 International Trade Links

Alderman J Baird

Comments were noted from Alderman J Baird in connection with an item that had been circulated on the May 2024 Information & Correspondence Schedule relating to International trade links.

The Vice Chairperson, Councillor T Mitchell, left the meeting at 7.39 pm.

7.4 Update on the Re-development of Dundonald International Ice Bowl (DIIB) and Governance Issues
Alderman A Grehan

The Director of Regeneration & Growth responded to comments by Alderman A Grehan on the above re-development project and other governance issues.

Resumption of Normal Business

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

Conclusion of Meeting

The Chairperson thanked everyone for their attendance and there being no further business for consideration the meeting was concluded at 7.54 pm.

Chairperson

LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Communities and Wellbeing Committee held in the Island Civic Centre, Lisburn on Tuesday 7th May 2024 at 18:00**

PRESENT: Councillor R T Beckett (Chairperson);
 The Right Worshipful the Mayor, Councillor A Gowan;
 Aldermen H Legge and S P Porter; and
 Councillors D Bassett, D J Craig, N Eaton, J Gallen,
 B Higginson, S Lowry, A McIntyre, T Mitchell and
 G Thompson.

ALSO ATTENDED: Councillors P Catney and G Hynds.

IN ATTENDANCE: Director of Leisure and Community Wellbeing
 Head of Communities
 Acting Head of Parks and Amenities
 Head of Sports Services
 Member Services Officers (BF & EW)

1. Apologies

Apologies were received on behalf of the Deputy Mayor (Councillor G McCleave); Aldermen A Grehan and S Skillen; and Councillor R Carlin.

2. Declarations of Interest

There were no declarations of interest.

3.0 Head of Communities

3.1 NIHE - Draft Community Involvement and Cohesion Strategy 2024/29

The Committee was advised that notification had been received from the Northern Ireland Housing Executive regarding a consultation exercise in respect of the above-mentioned strategy.

The Committee noted the comments which had been made in relation to ensuring that any initiative or funding endorsed as part of the strategy should be equitable across Northern Ireland.

It was moved by Alderman S P Porter, seconded by Councillor D J Craig, and agreed:

- that a response be submitted to the consultation exercise with Members' comments to be sought by 12th June;
- that delegated authority is granted to the Head of Communities, in consultation with the Chairperson and Vice-Chairperson, to submit the response in advance of the deadline of 5th July; and
- that the response be placed on the Information and Correspondence schedule for Members' information.

4.0 Any Other Business – Non-Confidential Matters

4.1 Council Funding Streams

A Member requested an update in relation to the plans for the hosting of a Members' workshop to consider the management of the Council's overall funding streams, a matter which had been raised at the Committee's meeting on 9th April. In response, the Director indicated that, subject to the identification of a suitable date, it was anticipated that the workshop would take place in June.

4.2 Committee Agenda

The Director clarified several queries which had been raised in relation to the number of items being presented to the Committee for consideration.

4.3 Dundonald International Ice Bowl

In response to a question in relation to the above-mentioned development, the Director indicated that it was anticipated that an update report in respect of the project would be presented to the Committee in June.

4.4 Flower Beds and Grass Cutting

A Member referred to the recent inclement weather which had delayed the undertaking of seasonal work on flower beds and the provision of grass cutting across the Council's parks and amenities. The Acting Head of Parks and Amenities provided an overview of the work that would be scheduled across the department to address any delays experienced in carrying out the work in question.

4.5 Northern Ireland Disability Darts Team

Councillor G Hynds placed on the record his congratulations to the members of the Northern Ireland Disability Darts Teams, six of whom resided within the Council district, on their recent successes in the European Championships which had taken place in Spain.

5.0 Confidential Report of the Director

The Chairperson advised that the reasons for confidentiality for the following matters were by virtue of the Section 6, Part 1, of the Local Government Act (2014) Northern Ireland, namely, in that it contained information relating to the financial or business affairs of any person (including the Council holding that information).

It was moved by Councillor S Lowry, seconded by Alderman H Legge, and agreed that the confidential report of the Director be considered 'in committee'.

5.1 Aghalee Changing Facilities

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It was moved by Councillor D J Craig, seconded by Councillor T Mitchell, and agreed that the Committee note the contents of a report in the above-mentioned matter and endorse the following course of action:

- that the Project Initiation Request & Strategic Outline Case (PIRSOC) be approved;
- that the uplift in costs as outlined be approved; and
- that the scheme would progress to business case stage.

(The Right Worshipful the Mayor left the meeting at 18:24.)

5.2 Seycon Park Changing Facilities

It was moved by Councillor T Mitchell, seconded by Councillor B Higginson, and agreed that the Committee note the contents of a report in the above-mentioned matter and endorse the following course of action:

- that the Project Initiation Request & Strategic Outline Case (PIRSOC) be approved;
- that the uplift in costs as outlined be approved; and
- that the scheme would progress to business case stage.

6.0 Any Other Business – Confidential Matters

6.1 Format of Committee Meetings and Agendas

The Committee noted the comments of a Member in relation to the format of committee meetings and agendas.

The Committee noted further the Chairperson's comments in relation to the ability of Members to raise miscellaneous matters under 'any other business'.

Resumption of Normal Business

It was moved by Councillor A McIntyre, seconded by Councillor T Mitchell, and agreed that normal business be resumed.

The meeting ended at 18:40.

Chairperson

CSC 08.05.2024

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Corporate Services Committee held in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 8th May 2024 at 6.00 pm.**

PRESENT: Alderman O Gawith (Chair)

Councillor A Ewing (Vice-Chair)

The Right Worshipful The Mayor
Councillor A Gowan

Deputy Mayor
Councillor G McCleave

Aldermen A Ewart MBE, M Guy and H Legge

Councillors T Beckett, K Dickson, N Eaton, A Givan,
B Higginson, C Kemp, U Mackin and The Hon N Trimble

OTHER MEMBERS: Councillors G Hynds and C McCready

IN ATTENDANCE: Director of Finance & Corporate Services
Director of Organisation Development & Innovation
Head of Assets
Head of Corporate Communications & Administration
Head of Finance
Head of Human Resources & Organisation Development
Member Services Officers (RN & CR)

Commencement of Meeting

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

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

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

1. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillors P Burke and R Carlin; and the Director of Regeneration & Growth.

2. Declarations of Interest

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

In relation to Item 5.2.1 – “Northern Ireland Local Government Association – Service Level Fee/Subscription for 2024/2025”, the following Declarations of Interest were made but noted only as the Members’ natures of interest related to their involvement in NILGA on behalf of the Council:-

- Alderman O Gawith
- Alderman M Guy
- Councillor G Hynds
- Alderman H Legge
- Councillor U Mackin

3. Report of Director of Regeneration & Growth

3.1 Single Tender Action Policy

In the absence of the Director of Regeneration & Growth who had presented an apology for non-attendance at the meeting, this item was presented by the Head of Assets. The Head of Assets, together with the Director of Finance & Corporate Services and the Head of HR&OD, responded to Members’ questions.

In addition to the narrative report, a copy of the Draft Single Tender Action (STA) Policy had been provided.

The Committee noted that – as part of the ongoing review of procurement practices and procedures – a stand-alone policy detailing how a Single Tender Action (also known as Direct Award Contract) should be approached, had been developed. The policy would become effective post its adoption by Council.

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3.1 Single Tender Action Policy (Continued)

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

- the Draft Single Tender Action (STA) Policy be approved and adopted;
- the guidance which was contained in the draft Policy be noted and be appended to the Policy.

Councillor C Kemp raised the issue of the equality/good relations screening document associated with the draft Policy having been referred to in the report but not provided. It was agreed that this be made available to Members.

The equality/screening documents for the D-Day 80 Programme and the Festival of Remembrance had also been referred to in their respective reports but not provided. These would also be made available.

The procedure for the loading of equality/screening documents to the Council's website was being explored in view of the Council's recently updated website.

4. Report of Head of Corporate Communications & Administration

4.1 D-Day 80: 6 June 2024 Progress Report

The Head of Service highlighted a number of additional events in the Programme for D-Day 80, namely an announcement by the Town Crier; the flying of the Flag of Peace; and the ringing of Church bells. These had been occasioned by the updated Civic Officers Guide, subsequently agreed by the Working Group and were being progressed.

In addition to the narrative report, copies of the undernoted items had been provided and were duly noted on a Proposal made by Councillor A Givan and seconded by Alderman H Legge:-

- minutes of meeting of the D-Day Working Group held on the 9th April 2024;
- the rolling D-Day Programme for the planned activities and the additional events, together with the required budgets (as of April 2024).

4.2 Festival of Remembrance - 8th November 2024

The Head of Service reported on a request from the Chairman of the Regimental Association of the Royal Irish Regiment (Lisburn Branch) that the Council become involved in a Festival of Remembrance event at Lagan Valley Island on the 8th November 2024. This had been an annual event pre-Covid.

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4.2 Festival of Remembrance - 8th November 2024 (Continued)

The request is in keeping with the principles of the Armed Forces Covenant to which the Council is signed up.

The report outlined the proposals to date whereby the Council would provide the use of the Island Hall, tickets would be sold through the LVI Box Office, and the event – co-ordinated by the Chairman of the Regimental Association – would be overseen by the LCCC Civic Events team.

It was proposed by Councillor A Givan, seconded by Councillor B Higginson and agreed to recommend that:-

- the request to deliver the Festival of Remembrance at Lagan Valley Island on the 8th November 2024 in partnership with the Chairman of the Regimental Association of the Royal Irish Regiment (Lisburn Branch) be acceded to;
- in line with the Policy on Invitations to Civic Functions, Visits and Council Events, the Council be represented at the above event by the following:-
 - the Mayor of the Day;
 - the Corporate Services Committee Chair of the Day;
 - the Corporate Services Committee Vice-Chair of the Day;
 - given the nature of the event – the Veterans' Champion.

5. Report of Head of Finance

5.1 Car Parking bad-debt write off

The Head of Finance reported on the matter of Bad Debt associated with the car parking function which had transferred to the Council on the 1st April 2015. The Head of Service confirmed that this would be an on-going matter as requests for the writing-off of the car parking bad debts came to the Council from the Department for Infrastructure once that department had exhausted its debt recovery procedures.

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

5.2 Northern Ireland Local Government Association

5.2.1 Service Level Fee/Subscription for 2024/2025

In addition to the narrative report, the following documents from NILGA had been provided:-

- letter dated the 22nd April 2024 advising of the Council's subscription for 2024/2025 in the sum of £59,368.00 (excluding VAT);
- Corporate Plan for 2023-2027;
- impact summary;
- detailed breakdown of the information contained in the impact summary.

The Head of Service referred to the decision of the Committee in June 2023 that those subscription charges normally reported to the Home Committees be approved for the 4-year council term and only be reported to the Home Committee in subsequent years if the subscription charge exceeded the approved budget. The council's Service Level Fee/Subscription to NILGA for 2024/2025 exceeded the approved budget by £558.00.

It was proposed by Councillor N Trimble, seconded by the Deputy Mayor, Councillor G McCleave, and agreed to recommend that:-

- the Council's Service Level Fee/Subscription to NILGA in the sum of £59,368.00 (excluding VAT) for the period 2024/2025 be approved for payment;
- the items of correspondence from NILGA as referred to above be noted.

5.2.2 NILGA workshop for Members – 25th April 2024

The Chair, Alderman O Gawith, referred to a Members' workshop held on the 25th April 2024 at which the Chief Executive of NILGA had made a presentation on the work of that organisation and its Corporate Plan for 2023-2027. Whilst the number of Members attending both in person and on a remote basis, had been somewhat disappointing, the content of the meeting had been very worthwhile.

6. Report of Head of Human Resources & Organisation Development

6.1 Managing Attendance Policy

In addition to the narrative report which set out the key issues in regard to the revision of the Managing Attendance Policy, an updated version of that policy in draft form was provided with the report.

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6.1 Managing Attendance Policy (Continued)

The Head of Service took Members through the key points of the policy and also informed them of the key elements of the Operational Procedure which would implement that policy. The Head of Service and other Officers responded to Members' questions.

It was proposed by Alderman H Legge, seconded by Councillor A Givan and agreed to recommend that the revised "Managing Attendance Policy" be approved for review and agreement with the Council's JCNF (Joint Consultative & Negotiating Forum). It was noted that – only if the JCNF did not accept the revised policy – would there be a further report to Committee.

The Right Worshipful The Mayor, Councillor A Gowan, left the meeting during discussion of this item and prior to any decision. (6.40 pm)

7. Any Other Business – Non-Confidential

7.1 Use of Box Office for Council events outside of Lagan Valley Island Alderman A Ewart

Alderman A Ewart referred to a recent fund-raising event for the Mayor's Charity which had been held at an external location. The purchase of tickets by means of the Box Office had not been possible, reportedly because the event was not taking place in Lagan Valley Island.

The Head of Corporate Communications & Administration agreed to look into this matter.

7.2 District Electoral Area (DEA) Capital Programme Councillor C Kemp

Councillor C Kemp sought an update on the reporting of the DEA Capital Programme to Committee as she understood it was to have been presented to the May meeting.

The Director of Finance & Corporate Services advised that further work on the Programme was required. The Director would consult with her fellow-directors and advise Councillor Kemp as to when the DEA Capital Programme was likely to be presented to Committee.

8. Confidential Reports from Director of Finance & Corporate Services and from Director of Organisation Development & Innovation

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

8.1 Report on Tender Awards

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

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

8.2 Quarterly Finance Reports – Quarter 4 of 2023/2024

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

Redacted report to be available following full Council meeting on 28th May 2024.

8.3 Local Government Staff Commission
Disciplinary Policy & Procedure

(Confidential for reason of 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.

Report to be available in July 2024.

In Committee

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

9. Confidential Report from Director of Finance & Corporate Services

9.1 Report on Tender Awards

Presented by the Head of Assets.

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

- T23/24-017 – Catering Services at Lagan Valley LeisurePlex;
- T23/24-027 – Collection, Transportation, Recycling and/or Recovery of Mattresses from Council Household Recycling Centres.

9.1 Report on Tender Awards (Continued)

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

9.2 Quarterly Finance Reports – Q4 of 2023/2024

Presented by the Head of Finance who – together with the Head of Corporate Communications & Administration - responded to Members' questions.

It was proposed by the Deputy Mayor, Councillor G McCleave, seconded by Councillor N Trimble and agreed to recommend that:-

- the information contained in the narrative report be noted;
- the report on Repairs & Renewals at year-end position of 2023/2024 be noted;
- the movements detailed within the report on Department for Communities' earmarked reserves at year-end position of 2023/2024 be agreed.

10. Confidential Report from Director of Organisation Development & Innovation

10.1 Local Government Staff Commission

10.1.1 Consultation on Disciplinary Policy & Procedure (Closing date: 7th June 2024)

The Director reported that the Local Government Staff Commission had been tasked by the Department for Communities with the development of a Draft Disciplinary Policy & Procedure for Local Government Employees in Northern Ireland. The closing date for the receipt of comments by the LGSC is the 7th June 2024.

In addition to the narrative report, the following documents had been provided:-

- Draft Disciplinary Policy & Procedure for Local Government Employees in Northern Ireland;
- outline template for response;
- draft response by Lisburn & Castlereagh City Council to the consultation.

The Director responded to Members' comments on this matter.

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10.1.1 Consultation on Disciplinary Policy & Procedure
(Closing date: 7th June 2024) (Continued)

It was proposed by Councillor C Kemp, seconded by Councillor K Dickson and agreed to recommend that:-

- the principles contained within the draft response be supported;
- any Member wishing to provide feedback on the consultation do so by contacting the Director of Organisation Development & Innovation by the 1st June 2024;
- the Chair and Vice-Chair of the Day of the Corporate Services Committee be provided with delegated authority so as to agree the Council's response to the consultation;
- the final response be presented to the June 2024 meeting of the Committee for information purposes only.

10.1.2 Dissolution of Local Government Staff Commission

Alderman A Ewart referred to a Ministerial announcement in 2017 that the Local Government Staff Commission was to be wound up. However the Local Government Staff Commission remained in existence. The Director of Finance & Corporate Services advised of a recent communication from the LGSC whereby it had been informed by the Department of Communities that the provisional date for the dissolution of the LGSC was the 31st March 2027.

It was proposed by Alderman A Ewart, seconded by Councillor N Trimble and agreed that a letter be sent to the Minister for Communities expressing concern that the Ministerial announcement of 2017 to wind up the Local Government Staff Commission had still not been implemented and - indeed - that the provisional date for its dissolution was now March 2027 – some 10 years later.

The Head of Corporate Communications & Administration left the meeting during discussion of this item and prior to any decisions being taken.
(7.02 pm)

11. Any Other Business – Confidential

11.1 Report on Tribunal Matters
Alderman M Guy

In response to comments from Alderman M Guy about the provision to the Council of a report relating to recent tribunal matters, the Director of Finance & Corporate Services confirmed that preparation of this report was underway.

11.2 Thanks to Chairman

Councillor N Trimble referred to the meeting being the last one before the Annual Meeting on the 7th June 2024 and expressed his thanks to the Chair, Alderman O Gawith, and also the Vice-Chair - Councillor A Ewing – for their conduct of business during their term in office. These comments were endorsed by a number of other Members present.

Alderman Gawith responded accordingly and expressed his thanks to his Vice-Chair, Councillor A Ewing, the other members of the Committee, the Director of Finance & Corporate Services and all staff associated with the Corporate Services Committee, for their assistance and support to him during his year as Chairman.

The Vice-Chair, Councillor A Ewing, responded accordingly also.

Resumption of Normal Business

It was proposed by Alderman H Legge, seconded by Councillor N Trimble and agreed to come “out of Committee”. Normal business and audio recording were resumed.

12. Any Other Business

There were no further items raised.

The meeting concluded at 7.14 pm.

MAYOR/CHAIR

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LISBURN & CASTLEREAGH CITY COUNCIL

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Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 15 April, 2024 at 1.02 pm**PRESENT IN CHAMBER:**

Alderman M Gregg (Chair)

Councillor U Mackin (Vice-Chair)

Aldermen O Gawith and J Tinsley

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

IN ATTENDANCE:

Director of Regeneration and Growth
 Head of Planning & Capital Development
 Principal Planning Officer (RH)
 Senior Planning Officer (MB)
 Member Services Officers (CR and EW)

Mr B Martyn (Cleaver Fulton Rankin) – Legal Advisor

Commencement of Meeting

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

1. Apologies

There were no apologies.

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

The following declarations of interest were made:

- in respect of planning application LA05/2022/0947/F, Councillor U Mackin stated that Lagan Valley Regional Park (LVRP) was one of the consultees. Councillor Mackin was a member of the Board of LVRP, although he had not been present at any meeting at which this application had been discussed and, therefore, would be remaining in the meeting for consideration of this item; and
- in respect of planning application LA05/2022/0947/F, Councillor A Martin stated that he was a member of the Board of LVRP, although he not been present at any meeting at which this application had been discussed.

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3. Minutes of Meeting of Planning Committee held on 4 March, 2024

It was proposed by Councillor P Catney seconded by Alderman J Tinsley and agreed that the minutes of the meeting of Committee held on 4 March, 2024 be confirmed and signed.

4. Report from the Head of Planning & Capital Development4.1 Schedule of Applications

The Chair, Alderman M Gregg, advised that there were 4 local applications on the schedule for consideration at the meeting. He pointed out that, since the agenda had issued, application LA05/2023/0085/F had been withdrawn by the Agent in its entirety.

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) LA05/2021/1007/F – Residential development consisting of three detached dwellings, a pair of semi-detached dwellings and eight apartments in two blocks plus associated site work including sewerage treatment plant and two new accesses onto Comber Road on land to rear of 7-23 Ferndene Park, Ballymaglaff, Dundonald

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

The Committee received:

- Mr C Caves to speak in opposition to the application; and
- Ms U Somerville to speak in support of the application.

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

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

Further to discussion during which concerns were raised about the potential for overlooking from the apartment blocks into the gardens of dwellings on the opposite side of the Comber Road, it was proposed by Alderman O Gawith and seconded by Councillor A Martin that a site visit take place. This proposal was agreed on a vote being taken, the voting being 7 in favour of the proposal and 3 abstentions.

Adjournment of Meeting

The Chair, Alderman M Gregg, declared the meeting adjourned at this point for a comfort break (2.42 pm).

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Resumption of Meeting

The meeting was resumed at 2.53 pm.

- (ii) LA05/2022/0094/O – Erection of storey and a half farm dwelling and garage including paired access and laneway at a site approximately 140 metres south of 23 Corcreeny Road, Hillsborough

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

The Committee received Mr R Magee, accompanied by Dr B Erwin, to speak in support of the application. A number of Members' queries were responded to.

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

It was proposed by Alderman O Gawith and seconded by Councillor D Bassett that the application be deferred in order that Officers could visit the site and provide further advice as to whether the polytunnels could be counted as buildings, given the information provided by the speakers in relation to the length of time they had been in place and the fact that they were concreted to the ground.

Councillor N Trimble stated that he considered he had enough information to make a decision at this time, given that previous planning permission had been granted with the polytunnels being discounted as buildings. He proposed that the application be proceeded with. This was seconded by Councillor P Catney.

The proposal by Alderman O Gawith that the application be deferred was put to the meeting and, on a vote being taken, was declared 'lost', the voting being 4 in favour and 6 against.

The proposal by Councillor N Trimble that the application be proceeded with was put to the meeting and, on a vote being taken, was declared 'carried', the voting being 6 in favour and 4 against.

Debate

During debate:

- Councillor N Trimble stated that, based largely on the fact that previous planning permission on the site had been granted following assessment under what was effectively the same policy, he would be voting against the recommendation of the Planning Officer to refuse planning permission. At that time, it had been considered that the proposed dwelling did cluster with existing dwellings. In his opinion, whether or not the polytunnels were treated as buildings was irrelevant and not necessary for approval under the clustering policy, although it did enhance the weight for approval;

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- (ii) LA05/2022/0094/O – Erection of storey and a half farm dwelling and garage including paired access and laneway at a site approximately 140 metres south of 23 Corcreeny Road, Hillsborough (Contd)
- Councillor A Martin stated that he would be voting against the recommendation of the Planning Officer to refuse planning permission. He also requested that information be provided in due course in relation to whether polytunnels could be treated as buildings, in order to assist in determining any future applications where this was an issue;
 - Councillor U Mackin stated that, setting aside the issue of the polytunnels, he considered that the proposed dwelling would cluster with, and be visually linked to, the existing farm. The proposal would meet the criteria of COU10 (c), COU15 (b) and COU16 (b) and (c). This would automatically rule out policy COU1. Councillor Mackin did not consider the polytunnels to be a deciding factor, although he deemed them to play a very important part in the clustering process. Councillor Mackin stated that he would be voting against the recommendation of the Planning Officer to refuse planning permission;
 - Councillor P Catney referred to the difficult circumstances the Committee had been made aware of previously in respect of illness and the applicant having to travel. There were a number of human aspects that came into planning. Councillor Catney also referred to planning permission having been granted previously at this site and stated that he would be voting against the recommendation of the Planning Officer to refuse planning permission;
 - Alderman O Gawith stated that he would be voting against the recommendation of the Planning Officer to refuse planning permission. His reasoning for this was in relation to the polytunnels and the information he had heard about what was deemed to be a structure. Similar to Councillor Martin, Alderman Gawith stated that he would welcome information be provided at a future date in relation to what did or did not constitute a structure;
 - Councillor G Thompson stated that, on balance and having listened to all the information provided, she would be voting against the recommendation of the Planning Officer to refuse planning permission. In relation to the polytunnels, she was of the opinion that they were more structural than they were portrayed in the Officer's report; and
 - the Chair, Alderman M Gregg, concurred with the comments already made. He urged caution when considering polytunnels and other things such as greenhouses and treehouses, as a precedent could be set. He stated that policy had been met in that the proposed building was visually linked, or was able to be visually linked, with other farm buildings.

Vote

The Committee unanimously agreed not to adopt the recommendation of the Planning Officer to refuse planning permission.

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- (ii) LA05/2022/0094/O – Erection of storey and a half farm dwelling and garage including paired access and laneway at a site approximately 140 metres south of 23 Corcreeny Road, Hillsborough (Contd)

Given that the Officer recommendation to refuse planning permission had fallen, it was proposed by Councillor N Trimble, seconded by Councillor D Bassett and agreed unanimously that the application be approved with the following reasons being offered:

- COU10 (a) had already been deemed by Officers to have been met, given evidence submitted in respect of the working farm;
- the application was compliant with COU10 (c) as the proposed site was visually linked with the existing dwelling and, by nature of that, was deemed to be a cluster so COU15 (b) and COU16 (b) and (c) were also met; and
- the history of previous planning permission was a material consideration. The judgement previously was that the proposed dwelling did cluster with the existing farmhouse and garage and the Committee was minded to agree with that judgment.

- (iii) LA05/2022/0947/F – Erection of a 2 & a half storey building consisting of 10 luxury apartments with in-curtilage parking at site at 132 Hillsborough Road, Lisburn

Councillor G Thompson left, and returned to, the meeting during consideration of this application (4.20 pm and 4.26 pm respectively). Councillor P Catney left the meeting at 4.35 pm.

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

There was no-one registered to speak in respect of this application.

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

Debate

There were no comments made at the debate stage.

Vote

Having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve this application. Not having been present for the full consideration of this application, Councillors P Catney and G Thompson did not participate in the vote.

Adjournment of Meeting

The Chair, Alderman M Gregg, declared the meeting adjourned at this point for a comfort break (4.37 pm).

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Resumption of Meeting

The meeting was resumed at 4.42 pm.

Councillor P Catney returned to the meeting during the comfort break.

- (iv) LA05/2024/0019/F – Proposed change of use from sports hall to Well-Being and Social Enterprises Centre and provision of new windows and external doors to allow for new first floor level; and new entrance porch and new 1.8 metre boundary fence at Grove Activity Centre, 15 Ballinderry Park, Lisburn

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

There was no-one registered to speak in respect of this application.

There were no questions put to the Planning Officers.

Debate

There were no comments made at the debate stage.

Vote

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

4.2 Statutory Performance Indicators – February 2024

The Head of Planning & Capital Development pointed out a typographical error in paragraph 3 of the Key Issues section of his report in that '110 decisions' should read '100 decisions'. He provided a verbal update in respect of the staffing complement in the Planning Unit.

It was proposed by Councillor P Catney, seconded by Alderman O Gawith and agreed that information relating to Statutory Performance Indicators for February 2024 be noted.

4.3 Appeal Decision – LA05/2022/1149/A

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

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4.4 Appeal Decisions – LA05/2020/0311/RM and LA05/2021/0275/RM

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

4.5 Notification Direction by Department in relation to LA05/2023/1001/O

Alderman J Tinsley left the meeting during consideration of this item of business (5.04 pm).

It was proposed by Councillor A Martin, seconded by Alderman O Gawith and agreed to note the content of the letter from the Department for Infrastructure and the requirement that it be notified when a decision was reached by the Council.

At the request of a Member, the Head of Planning & Capital Development agreed to provide a report to a future meeting of the Committee in relation to the number of Notification Directions issued by the Department to other councils.

4.6 Notification Direction by Department in relation to LA05/2023/0344/F

It was proposed by Councillor P Catney, seconded by Councillor G Thompson and agreed to note content of the letter from the Department for Infrastructure and the requirement that it be notified when a decision was reached by the Council.

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

It was proposed by Councillor D Bassett, seconded by Councillor N Trimble and agreed to note from the report, information regarding notifications by telecommunication operators to utilise Permitted Development Rights at several locations.

4.8 Pre-Application Notice (PAN) – Internal refurbishment and extension of existing music room and existing office, demolition of existing prefabricated units to the north and south of site and proposed new building on existing green space at Longstone Special School, 42 Millars Lane, Dundonald

It was proposed by Councillor G Thompson, seconded by Councillor D Bassett and agreed that the content of the Pre-Application Notice be noted and that it be submitted in accordance with the relevant section of the legislation and related guidance.

4.9 Holding Direction from Department in relation to LA05/2021/1245/F

Discussion arose during which Officers noted, and responded to, concerns raised by Members in relation to the issuing of this Holding Direction from the Department.

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4.9 Holding Direction from Department in relation to LA05/2021/1245/F
(Contd)

The Head of Planning & Capital Development agreed to submit a request to the Department under the Environmental Information Regulations to have sight of the correspondence that had given rise to the issuing of the Holding Direction.

It was proposed by Councillor P Catney, seconded by Councillor D Bassett and agreed to note content of the letter from the Department for Infrastructure and the requirement to hold the application to allow the Department to consider whether the application was 'called in'.

5. Any Other Business

5.1 Planning Portal Training for Members
Councillor U Mackin

Further to comments by Councillor U Mackin regarding the need for Members to be trained on the use of the Planning Portal, the Head of Planning & Capital Development agreed to contact Belfast City Council, which was the overarching body dealing with this contract on behalf of all councils, to seek assistance from its Officers in providing training.

At this stage it was agreed that confidential items of 'Any Other Business' would be considered.

"In Committee"

It was proposed by Alderman O Gawith, seconded by Councillor U Mackin and agreed to go 'into committee' to consider a number of confidential items. Those members of the public in attendance left the meeting (5.21 pm).

5.2 Written Submission on Earlier Planning Application
Alderman O Gawith

The Head of Planning & Capital Development responded to comments made by Alderman O Gawith in respect of possible data protection issues relating to a written submission on an earlier planning application.

5.3 Judicial Reviews
Chair, Alderman M Gregg

At the request of the Chair, Alderman M Gregg, Members were provided with, and noted, a verbal update from the Legal Advisor in respect of legal matters pertaining to judicial reviews.

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Resumption of Normal Business

It was proposed by Alderman O Gawith, seconded by Councillor N Trimble and agreed to come out of committee and normal business was resumed (5.30 pm).

5.4 Date of Next Meeting

The Chair, Alderman M Gregg, advised that the next meeting of the Committee was scheduled to take place on Monday 13 May 2024.

Conclusion of the Meeting

At the conclusion of the meeting, the Chair, Alderman M Gregg, thanked those present for their attendance.

There being no further business, the meeting was terminated at 5.31 pm.

Chair/Mayor