Lisburn & Castlereagh City Council

Civic Headquarters
Lagan Valley Island
Lisburn BT27 4RL

Tel: 028 9244 7300
www.lisburncastlereagh.gov.uk

November 20th, 2025

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, 25th November 2025** at **7:00 pm** in the Council Chamber for the transaction of the business on the undernoted agenda.

DAVID BURNS
CHIEF EXECUTIVE
LISBURN & CASTLEREAGH CITY COUNCIL

Agenda

1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

Mayor and Deputy Mayor's Engagements for November Council.pdf — *Page 1*

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 Sept 24.pdf — *Page 6*

4.0 COUNCIL MINUTES

4.1 Council Meeting - 28 October, 2025

For Approval

MM 28.10.2025 Draft Minutes for Adoption.pdf — *Page 8*

5.0 MATTERS ARISING

6.0 DEPUTATIONS

6.1 To receive representatives of DfI Roads (Eastern Division) in order to present on the Eastern Divisions' Annual Report

For Noting

7.0 BUSINESS REQUIRED BY STATUTE

7.1 Signing of Legal Documents

For Decision

Lisburn and Castlereagh City Council and Event Warrior t/a Craft Event Co, Annon House, 261-263 Ormeau Road, Belfast BT7 3GG – Operating Agreement relating to the provision of Lot 1 – Catering Services at Lagan Valley Island; Operating Agreement relating to the provision of Lot 2 – Bar Services at Lagan Valley Island

8.0 ADOPTION OF MINUTES OF COMMITTEES

For Approval

8.1 Communities and Wellbeing Committee - 4 November, 2025

CWC 04 11 2025 Draft minute for adoption.pdf — *Page 23*

8.2 Environment and Sustainability Committee - 5 November, 2025

ESC 05.11.2025 Draft Minutes for Adoption.pdf — *Page 33*

8.3 Regeneration and Growth Committee - 6 November, 2025

RGC 06 11 2025 Draft Minutes for Adoption.pdf — *Page 39*

8.4 Corporate Services Committee - 12 November, 2025

CSC 12 11 2025 DRAFT Minute for Adoption.pdf — *Page 47*

8.5 Planning Committee - 6 October, 2025 (FOR NOTING)

PC 06.10.2025 - Ratified Minutes - FOR NOTING.pdf — *Page 58*

9.0 REPORT FROM CHIEF EXECUTIVE

9.1 King’s Award for Volunteering

For Decision

Council report - Kings Award for Volunteering.pdf — *Page 65*

9.2 Rescheduling of December Committee Meetings Commencement Times

For Decision

December Committees Approval for Change in Start Times.pdf — *Page 68*

9.3 Requirement to Enter into a Section 76 Planning Agreement for Planning Application LA05/2021/0789/F

For Decision

FINAL S76 report - Full Council - LA05 2021 0789.pdf — *Page 70*

Appendix 1 Section 76 Agreement LA05 2021 0789F_Redacted.pdf — *Page 72*

9.4 Internal Operating and Standing Orders Adjustments

For Decision

Council November 2025 - Internal Operating and Standing Orders adjustments.pdf — *Page 89*

Paper on SO and Transparency.pdf — *Page 92*

NOM1 - Transparency.pdf — *Page 97*

Exempt Information - Local Government Act.pdf **Page 98**

10.0 REPORTS FROM MEMBERS ON BOARDS

None

11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE

None

12.0 NOTICES OF MOTION

12.1 No.1 on the subject of Support for Family Farmers and Call for Action from DAERA in the name of Alderman J Baird

For Decision

NoM UFU Support for Family Farmers.pdf **Page 99**

13.0 CONFIDENTIAL BUSINESS

None

14.0 ANY OTHER BUSINESS

MAYORS ENGAGEMENTS FOR FULL COUNCIL MEETING

Monday 20th October

Mayor to attend Candlelight Vigil for Women's Aid Domestic Violence, Atlas Women's Centre

Tuesday 21st October

Mayor to attend Theatre without Walls Event, as part of Book Week with P5 pupils from Rowandale School, Moira Library

Mayor to host Reception for Drumlough Pipe Band on their success at the World Championships in Glasgow, Mayor's Parlour

Wednesday 22nd October

Mayor to attend LCCC Relaxed Twilight Night, Wallace Park

Thursday 23rd October

Mayor and Chief Executive to attend Poppy Launch with RBL, Lisburn War Memorial

Mayor to attend Coffee Morning with Ballymacash Community Craft Group

Mayor to attend Ulster In Bloom Awards, Belfast Grand Central Station

Mayor to attend LCCC Twilight Night, Wallace Park

Friday 24th October

Mayor to attend coffee morning hosted Live Life for Mayors Charity, Sarah Crothers Hall

Mayor to attend Disco Bakes by Jeffers Bakery for Mayors Charity

Mayor to attend Prize Day, St Patricks Academy, Lisburn

Saturday 25th October

Mayor to attend Lisnagarvey Hockey Club to congratulate them on their week of activities for the Mayors Charity

Mayor to attend Lisburn Outlook AGM, Bridge Community Centre

Mayor to attend coffee morning at Crewe United in aid of Mayors Charity

Mayor to attend Ballance House Volunteers Recognition Lunch, Lisburn Golf Club

Mayor to attend RBL Festival of Remembrance, Assembly Buildings, Belfast

Monday 27th October

Mayor to attend Family Fun Day at Atlas Women's Centre to raise awareness of Breast Cancer

Mayor to attend Monday Club, Coronation Gardens to receive donation for Mayors Charity

Wednesday 29th October

Mayor to meet with Jed Irwin's Walking Group to receive cheque for mayoral charity following their fundraising efforts

Thursday 30th October

Mayor to attend Halloween Holiday club, Senspace

Friday 31st October

Mayor to attend bucket collection for Mayoral charity, Down Royal Racecourse

Mayor to attend Choral Evensong at All Saints Church, Eglantine celebrating the 150th anniversary of the church

Saturday 1st November

Mayor to attend bucket collection for Mayoral charity, Down Royal Racecourse

Monday 3rd November

Mayor to host reception for Joanne Harris, Knitted Knockers, on winning Pride of Britain award, LVI

Tuesday 4th November

Mayor to host reception for Oasis Travel in recognition of the money raised for Mayoral charity, LVI

Mayor to visit Linen Pages Silent Book Club for fundraiser for Mayors Charity, Glasshouse Cafe

Wednesday 5th November

Mayor to attend launch of Lisburn & Castlereagh City Council PEACEPLUS Local Action Plan, LVI

Mayor to attend 'Her Strength Her Story' event with Tan Brush, Lisburn in Malone Golf Club

Thursday 6th November

Mayor to attend Poppy Appeal collection, Tesco's Lisburn

Mayor to attend Bake Off event, Brogan's Eyes & Ears, for Mayors Charity

Friday 7th November

Mayor to attend Festival of Remembrance, Island Hall

Saturday 8th November

Mayor to attend bucket collection for Mayoral charity, Lisburn Rugby Club

Mayor to attend Pickleball Championships to give out prizes, LVLP

Mayor to attend official opening of new facilities, Lisburn Rugby Club

Mayor to attend bucket collection for Mayoral charity, Lisburn Rugby Club

Sunday 9th November

Mayor to attend Remembrance Wreath Laying Service, Hilden

Mayor to attend Remembrance Sunday, Lisburn

Monday 10th November

Mayor to host reception for Lisburn Sure Start, LVI

Tuesday 11th November

Mayor to attend 2 minutes silence with RBL to mark Armistice Day, Lisburn War Memorial

Mayor to host Reflections Bridal Studio on fundraising for Mayoral charity

Mayor to attend Service of Remembrance, Ballinderry War Memorial Hall

Wednesday 12th November

Mayor to host reception for Dungoyne FC for fundraising for Mayoral charity, LVI

Thu 13th November

Mayor to host reception for Ballymacash Community Craft Group, LVI

Mayor to host reception for Youth Darts attending NI World Cup, LVI

Friday 14th November

Mayor and Chief Executive to attend Royal Gun Salute for King's Birthday, Hillsborough Castle

Mayor to attend LCCC Annual Sports Awards, La Mon Hotel

Mayor to attend Lisburn’s Got Talent, proceeds in aid of Mayoral charity, LVI

Monday 17th November

Mayor to attend opening of new facilities at Bobby Morrisons, Lisburn

Mayor to attend Caleb’s Cause Event, Stormont

Mayor to host reception for Sport Lisburn and Castlereagh Committee on raising funds for Mayoral charity at LCCC Annual Sports Awards, LVI

Tuesday 18th November

Mayor to visit Parkview Special School for workshop Mayors Christmas Card Workshop

Mayor to attend NI Food to Go Awards

Wednesday 19th November

Mayor to visit Longstone Special School, Dundonald, for Christmas Card Workshop, Mayors Christmas Card Competition

Thursday 20th November

Mayor to visit Nationwide celebrating 50 years on the High Street

Mayor to visit Draynes Farm to collect cheque for funds raised for Mayoral charity

Mayor to attend LCCC Christmas Switch On, Lisburn

Friday 21st November

Mayor to host reception for Four G on raising money for Mayoral charity, LVI

Mayor to officially launch the new social enterprise, Little Weavers Day Care Ltd, Hilden Mill

Mayor to attend Lisburn 2gether Special Olympics Club Gala Awards, LVI

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Wednesday 22nd October

Deputy Mayor to attend Charlie & the Chocolate Factory production, Lagan College

Wednesday 5th November

Deputy Mayor to attend Service of Remembrance for Ulster Defence Regiment CGC,
St Saviours Church, Connor

Friday 7th November

Deputy Mayor to attend Pride of Place Awards, Limerick

Sunday 9th November

Deputy Mayor to attend Remembrance Sunday, Hillsborough

Deputy Mayor to attend Remembrance Service, Moat Park

Tuesday 11th November

Deputy Mayor and Chief Executive to mark 2 mins silence for Armistice Day, LVI

Thursday 14th November

Deputy Mayor to attend Lurganville & District Community Association Coffee Morning for Mayor's Charity, Moira

Deputy Mayor to attend LCCC Annual Sports Awards, La Mon

LISBURN & CASTLEREAGH CITY COUNCIL

MEMBERS DISCLOSURE OF INTERESTS

1. **Pecuniary 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.

Pecuniary (or financial) interests are those where the decision to be taken could financially benefit or financially disadvantage either you or a member of your close family. A member of your close family is defined as at least your spouse, live-in partner, parent, child, brother, sister and the spouses of any of these. Members may wish to be more prudent by extending that list to include grandparents, uncles, aunts, nephews, nieces or even close friends.

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.**

2. **Private or Personal Non-Pecuniary Interests**

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).

Significant private or personal non-pecuniary (membership) interests are those which do not financially benefit or financially disadvantage you or a member of your close family directly, but nonetheless, so significant that could be considered as being likely to influence your decision.

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 meeting (including committee or sub-committee meetings) when this matter is being discussed**.

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

Pecuniary Interests

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:

Private or Personal Non-Pecuniary Interests

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

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Monthly Meeting of Council held in the Council Chamber, Lagan Valley Island and Remote Locations on Tuesday 28 October, 2025 at 7:00 pm

PRESENT IN CHAMBER:	The Right Worshipful the Mayor Alderman A Grehan
	Aldermen J Baird, A G Ewart MBE, O Gawith, M Gregg, A McIntyre and S P Porter
	Councillors J Bamford, D Bassett, R T Beckett, S Burns, R Carlin, P Catney, D J Craig, K Dickson, A P Ewing, A Givan, A Gowan, J Harpur, B Higginson, G Hynds, C Kemp, J Laverty BEM, S Lowry, U Mackin, B Magee, T Mitchell, G McCleave, C McCready, M McKeever, R McLernon, N Parker, G Thompson and Hon N Trimble
PRESENT REMOTELY:	Alderman S Skillen and Councillor D Lynch
IN ATTENDANCE:	Lisburn & Castlereagh City Council
	Chief Executive Director of Organisation Development and Innovation Director of Leisure and Community Wellbeing Director of Environmental Services Director of Regeneration and Growth Member Services Officers (BS, EW & FA) Technician IT Officer

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Alderman A Grehan, welcomed those present to the meeting of Council which was being livestreamed to enable members of the public to hear and see the proceedings. The Mayor 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.

Prayers

The Right Worshipful the Mayor welcomed the Mayor's Chaplain, Rev Andrew Thompson, to the meeting of Council. Rev A Thompson addressed the meeting and said a prayer, during which he expressed condolences to Councillor Gretta Thompson on the passing of her mother, Mrs Mary Loughlin, in recent weeks.

The Right Worshipful the Mayor, Alderman A Grehan, thanked Rev A Thompson 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, Alderman A Grehan, and the Deputy Mayor, Alderman H Legge, since the last meeting of Council.

The Right Worshipful the Mayor put on record her thanks to Council staff, local businesses, community groups, sporting clubs, and every individual who got behind the 'Paint the Town Pink' campaign. The Right Worshipful the Mayor welcomed everyone's enthusiasm and generosity which made this initiative a tremendous success. It also brought people together to raise vital funds for her Mayoral charity, Action Cancer, and raise awareness about the importance of screening and early detection.

The Right Worshipful the Mayor also put on record her sincere thanks to Officers and staff in the Mayor's Office for their excellent work in organising her Mayor's Dinner. It was a wonderful evening where everyone came together to celebrate local disability groups and to hear from some truly inspiring young speakers. The Right Worshipful the Mayor also expressed thanks to all her guests for being part of such a meaningful night, the theme this year being *inclusivity for disability*.

The Right Worshipful the Mayor welcomed the news that the first sod would be dug at Canal Boxing Club's new site at the Queen Elizabeth II Park on Monday and conveyed thanks to the Director of Regeneration & Growth and his team for their efforts in bringing this project forward.

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Deputy Mayor, Alderman H Legge, Alderman J Tinsley and Councillors J Gallen and A Martin.

3. Declarations of Interest

Councillor A Gowan declared an interest in item 4.1 of the Community & Wellbeing Committee minutes Sports Accelerator Fund in view of a family member being a member of Dromara Village Football Club and Lisnagarvey Hockey Club.

4. Council Minutes

4.1 Council Meeting – 23 September, 2025

It was proposed by Councillor B Higginson, seconded by Councillor A Givan, and agreed that the minutes of the meeting of Council held on 23 September, 2025 be confirmed and signed.

5. Matters Arising

There were no matters arising.

6. Deputations

There were no deputations.

7. Business Required by Statute

(i) Signing of Legal Documents

It was proposed by Alderman J Baird, seconded by Alderman M Gregg, and agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and PWS Ireland Ltd, Greenbank Industrial Estate, Newry BT34 QX – The Manufacture and Delivery of Street Nameplates for LCCC (T24/25-057);

- Lisburn and Castlereagh City Council and Workforce Training Services, 88 Springfield Road, Belfast BT12 7AJ – For delivery of F25/26-007 – Transport Academy as per the Lisburn and Castlereagh Labour Market Action Plan 2025/26;

- Lisburn and Castlereagh City Council and Shannon Road Markings Ltd, 9a Groganstown, Belfast BT17 0NR – Contract for AT4 Line Marking 1st September 2025 – 31st August 2028 (T25/26-013); and

- Lisburn and Castlereagh City Council and Sunbelt Rentals Ltd, 100 Cheapside, London EC2V 6DT; Maurice Flynn & Sons Ltd, Saunders House, Springfield Industrial Estate, 2 Springbank Road, Belfast BT17 0QL; Balloo Hire Centre Limited, 31 Sydenham Road, Belfast BT3 9DH; KDM Hire Ltd, Alexander Road, Castlereagh BT6 9HP – Contract for AT2 Hire of Plant and Machinery 1st September 2025 – 31st August 2028 (T25/26-014).

8. Adoption of Minutes of Committees

Special Governance and Audit Committee **25 September, 2025**
Proposed by Councillor D Bassett
Seconded by Alderman S P Porter

Environment and Sustainability Committee **1 October, 2025**
Proposed by Alderman A Gowan
Seconded by Councillor S Burns

Regeneration and Growth Committee **2 October, 2025**
Proposed by Councillor C Kemp
Seconded by Councillor J Harpur

Councillor R Carlin left the meeting at 7.17 pm and returned at 7.19 pm.

Communities and Wellbeing Committee **7 October, 2025**
Proposed by Councillor T Mitchell
Seconded by Councillor A Givan

Adopted subject to the following wording being included at item 6.6:

6.6 Wet Condition of Dog Exercise Area in Ballybeen:

Councillor S Lowry put on record her thanks to the staff in the Parks & Amenities Team for the quick response to the recent issues of flooding and maintenance. Councillor Lowry also requested that the Parks & Amenities team carry out more than a weekly inspection of the park as these issues seemed to be a recurring issue.

Matters Arising

Item 3.1 Page 524/5
Notice of Motion – to include Dogs at LCCC Events

Councillor A P Ewing welcomed the proposed addition of two bespoke dog friendly events on a pilot basis and expressed thanks to the Officers for their work on these pilot events. Councillor Ewing looked forward to the events taking place which, he stated, would be a great social event for all local dog owners.

Corporate Services Committee **8 October, 2025**
Proposed by Councillor B Higginson
Seconded by Councillor J Bamford

Planning Committee **8 September, 2025**

The minutes of the Planning Committee meeting of 8 September, 2025 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 6 October, 2025. It was proposed by Councillor G Thompson, seconded by Councillor D Bassett, and agreed that their contents be noted.

9. Report from Chief Executive

The Chief Executive presented the undernoted reports in connection Section 76 Planning Agreements.

9.1 Requirement to enter into a Section 76 planning agreement for planning application LA05/2020/0303/F

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.

9.2 Requirement to enter into a Section 76 planning agreement for planning application LA05/2023/0623/F

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.

9.3 Requirement to enter into a Section 76 planning agreement for planning application LA05/2023/0900/F

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.

9.4 Requirement to enter into a Section 76 planning agreement for planning application LA05/2024/0513/F

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.

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. Notice of Motion

12.1 No 1 on the Subject of Digital ID Cards
Councillor A Gowan

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

12.1 No 1 on the Subject of Digital ID Cards (Cont'd)
Councillor A Gowan

"This Council notes with concern the Labour Government's plans to introduce Digital ID cards across the United Kingdom.

Council believes that such a scheme poses serious risks to personal privacy and creates potential for misuse of citizens' personal data. We further recognise that past proposals for ID card systems in the UK have been met with widespread public opposition, with legitimate fears around civil liberties, data security, and the cost of implementation.

Accordingly, this Council:

1. Expresses its opposition to the introduction of Digital ID cards.
2. Affirms its commitment to protecting the privacy of our residents.
3. Calls on the Labour Government to abandon its plans for Digital ID cards and to instead focus on policies which deliver practical improvements in public services, and that address public concerns with illegal immigration on a pan-UK basis.
4. Agrees to write to the Prime Minister to communicate this Council's opposition and to urge the Government to drop these proposals.

The Notice of Motion was proposed by Councillor A Gowan and seconded by Councillor S Burns.

Councillor A Gowan elaborated on his Notice of Motion during which he highlighted five key areas of concern in relation to the Prime Minister's proposals to introduce Digital ID cards:

- Privacy and Personal Freedom: once everyone's identity is controlled in one government system it is open to the possibility of linking that information to go far beyond its original purpose, and this can create risks for personal privacy and public confidence. Councillor Gowan stated that in a democracy the ID belongs to the individual and not the State.

- Security and Data Risks: Councillor Gowan referred to the havoc that is caused when data has been hacked. He stated that there are risks in having everyone's personal identity in one place. This would breach the trust between the State and the individual, and would be on a scale rarely seen before.

- the Prime Minster claims that the Digital ID card is about tackling illegal immigration: Councillor Gowan stated that it was clear that the Digital ID card would not be an effective deterrent to illegal immigration into the UK.

- risk of function creep: Councillor Gowan advised that experience shows that once new technology in place it tends to find new uses. What begins as a form of ID soon becomes essential to access of everyday services. This is not deliberate – it just evolves over time and the best way to approach this is to stop it at its inception.

12.1 No 1 on the Subject of Digital ID Cards (Cont'd)
Councillor A Gowan

- exclusion and inequality: many people in society do not have a smartphone nor do they want one and when this issue was posed to the Prime Minister he said alternatives would have to be found. Councillor Gowan emphasised that a fair society must make sure access to public services and opportunities is open for all and not just for those who can log in.

In closing Councillor Gowan reiterated that this proposal was unnecessary, intrusive and counter-productive. He stated that there was no real public demand for a Digital ID card as in the region of 5000 people in Lagan Valley had signed the petition. These risks undermine trust in Government and are widening the gap between citizens and the state. What we need is confidence, transparency and fairness. Councillor Gowan urged every Member to send a united message from the Council that evening.

Councillor S Burns having seconded the Notice of Motion, also referred to the fundamental concern about privacy and misuse of personal data. Councillor Burns made a number of points in support of the Notice of Motion, including:

- in an age where data breaches are becoming more of a problem the introduction of a digital ID system could create an enormous central database of personal information and even the most secure systems have been hacked. If the Government cannot guarantee absolute protection it has no right to collect this sensitive data in the first place as once leaked this information cannot be recovered

- fears about surveillance and state control: the UK public has repeatedly rejected Digital ID card schemes as they raise legitimate fears about surveillance and state control. They risk a society where ordinary citizens feel constantly monitored.

- the sensible use of public money: the cost of developing, maintaining and securing such a system would costs billions of pounds which could go to valuable front-line services.

Councillor Burns concluded by stating that this proposal was expensive, risky and deeply unpopular and it would threaten the very principles of privacy and freedom. Councillor Burns stated that elected representatives were here to protect therefore she would be supporting this Notice of Motion.

Councillors C Kemp, N Trimble, G McCleave and P Catney, on behalf of their respective political parties, spoke in support of the Notice of Motion.

In summing up Councillor A Gowan welcomed the support of all Members that evening. Councillor Gowan acknowledged that there were differing reasons across the Council's political spectrum as to why certain sections of our community oppose the introduction of digital ID cards.

12.1 No 1 on the Subject of Digital ID Cards (Cont'd)
Councillor A Gowan

The Notice of Motion as proposed by Councillor A Gowan, seconded by Councillor S Burns, was put to the meeting and agreed unanimously.

12.2 Standing Up for Innocent Victims
Councillor T Beckett

Councillor D Lynch joined the meeting remotely at 7.37 pm.

A copy of the following Notice of Motion in the name of Councillor R T Beckett had been circulated to Members with the notice convening the meeting:

> "Lisburn and Castlereagh City Council is deeply alarmed that the definition of victim in the Victims and Survivors (Northern Ireland) Order 2006 does not distinguish between those who perpetrated wrongdoing during the Troubles and the innocent victims they harmed, injured, killed or bereaved; believes that innocent victims should not have to interact with terrorists and their supporters when accessing victim support services; asserts that there is no moral equivalence between victim-makers and innocent victims; welcomes the fact that the victims pension legislation makes a clear distinction between perpetrator and victim; condemns the Alliance Party's decision to intentionally blur this line by removing the word "innocent" from the description of a victim in a recent Assembly motion addressing the legacy of the past; and resolves to write to the Justice Minister requesting that she personally apologies for suggesting that victim makers could also be considered victims".

The Notice of Motion was proposed by Councillor R T Beckett and seconded by Councillor B Higginson.

At the outset Councillor Beckett expressed his condemnation the recent behaviour at the home of the Justice Minster when masked men held a protest outside her home.

Councillor Beckett then spoke on his Notice of Motion during which he highlighted a number of significant and personal issues, including:

- all too often especially during the Troubles masked men carried out cowardly acts on members of the public innocently going about their daily lives. Many people were killed in their own homes sometimes in front of their family members, leaving families devastated with the loss of a father, mother, brother or sister, and singled out because they stood up against terrorism. Councillor Beckett paid tribute to those brave families who were left to carry on after terrorist atrocities. This was why there needs to be a distinction between victim and perpetrator.

- the Victims & Survivors NI Order 2006 initially defined the victim as someone injured as result of a conflict-related incident without making distinction between the innocent victim and the perpetrator. Legislation at that time was

12.2 Standing Up for Innocent Victims (Cont'd)
Councillor T Beckett

heavily criticised for failing to distinguish between those serving their county or those who were innocent victims and perpetrators of violence.

- the introduction of the UK Government's Troubles Permanent Disablement Payment Scheme in 2021 in support of innocent victims. Legislation made a clear definition by including provision to deny payments if the applicant had a relevant conviction based on their conduct. This was about recognising those who are permanently injured through no fault of their own and excludes those whose actions caused the injury. Councillor Beckett stated that two political parties had tabled an amendment which removed the word 'innocent' from a recent Assembly motion on legacy issues. He stated that this was an insult to those who continue to grieve for loved ones murdered by terrorists. The word innocent should not be removed. Innocent does mean innocent.

- as Remembrance Sunday approaches Councillor Beckett stated he had never forgotten the atrocities he had witnessed in Enniskillen in 1987. He had witnessed the atrocities and the fear of those attending an act of remembrance, many remembering their loved ones who lost their lives during the Troubles.

In concluding Councillor Beckett re-emphasised that the Justice Minister should be standing up for innocent victims and should review what she has said. There needs to be a distinction between those carrying out acts of murder and violence and those who were targeted by them. The word innocent should not be erased and there needs to be a distinction between perpetrators and victim. Innocent does mean innocent.

Councillor B Higginson having seconded the Notice of Motion stated that the motion was an important Motion. It was not about dealing with the past but it was about how to navigate the present as people in this Country were still living in the present with the legacy of the trauma and atrocities committed against them.

Councillor Higginson stated that recently the living legacy of the trauma has been reopened by the cruel decision of Alliance Party and the Sinn Fein Party who have chosen to inflict sorrow into the wounds of people already hurting. Councillor Higginson also recounted a personal story of the murder of a good friend and asked where was Alliance's compassion for a nine year old boy left orphaned by those very people they now call victims.

In concluding Councillor Higginson made it clear that he would be supporting this Notice of Motion which condemned the attempt to blur the lines between victim and victim maker.

Councillors T Mitchell and Alderman A G Ewart on behalf of their respective political parties, spoke in support of the Notice of Motion during which they recounted personal stories of atrocities, and they too spoke in support of the issues raised by Councillor Beckett.

12.2 Standing Up for Innocent Victims (Cont'd)
Councillor T Beckett

Councillor P Catney addressed the Council on the Notice of Motion as did Alderman A McIntyre.

Councillor R Carlin also spoke on the Notice of Motion and indicated that he would not be supporting the Motion for the reasons he had outlined.

Councillor N Trimble also addressed the Council. Councillor Trimble indicated that whilst he supported the Notice of Motion he was of the opinion that clarity on the issue should be sought from the Justice Minister.

A number of Members thanked Councillor R T Beckett for having brought this Notice of Motion forward that evening.

In summing up Councillor R T Beckett thanked those Members who had spoken in support of his Notice of Motion and who had recounted their personal stories.

The Notice of Motion as proposed by Councillor R T Beckett and seconded by Councillor B Higginson, was put to the meeting and on a recorded vote being taken at the request of Councillor G Hynds, the voting was as follows:

In favour: Alderman J Baird, Councillor R T Beckett, Councillor S Burns, Councillor D J Craig, Alderman A G Ewart, Councillor A P Ewing, Councillor A Givan, Councillor A Gowan, Councillor B Higginson, Councillor G Hynds, Councillor J Laverty, Councillor U Mackin, Councillor T Mitchell, Councillor C McCready, Councillor R McLernon, Alderman S P Porter, Alderman S Skillen and Councillor N Trimble (**18**)

Against: Councillor J Bamford, Councillor D Bassett, Councillor R Carlin, Councillor P Catney, Councillor K Dickson, Alderman O Gawith, Alderman M Gregg, The Right Worshipful the Mayor, Alderman A Grehan, Councillor J Harpur, Councillor C Kemp, Councillor S Lowry, Councillor D Lynch, Councillor B Magee, Councillor G McCleave, Alderman A McIntrye, Councillor M McKeever, Councillor N Parker, and Councillor G Thompson (**18**)

No Members abstained from voting.

There being an 18 votes in favour of the Motion and 18 votes against the Motion, The Right Worshipful the Mayor, Alderman A Grehan, used her casting vote and voted against the Motion. The voting now being 18 votes in favour and 19 votes against, the Notice of Motion fell.

Councillor J Harpur left the meeting at 8.15 pm.

13. Confidential Business

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

"In Committee"

It was proposed by Alderman J Baird, seconded by Councillor C McCready, and agreed that the confidential report be considered "in committee", in the absence of members of the press and public being present.

13.1 Report on the details of the abandoned dog, known as Max: Circumstances, Chronology of Events, Summary and Key Outcomes including Lessons Learned
(Report to be published after meeting of Council)

Councillor D Lynch left the meeting at 8.16 pm.

Councillor J Harpur returned to the meeting at 8.19 pm
Alderman A G Ewart left the meeting at 8.31 pm and returned at 8.34 pm.
Councillor C Kemp left the meeting at 8.39 pm and returned at 8.41 pm.
Councillor S Lowry returned to the meeting at 8.44 pm and 8.46 pm.

The Director of Environmental Services presented the report to Council. The Director and the Chief Executive responded to questions from Members in connection with issues contained in the report and provided clarification thereon.

A number of Members put on record that aggressive behaviour towards Council staff was unacceptable.

A Member also put on record thanks to the Officers and staff for their efforts during this time.

It was proposed by Alderman A McIntyre, seconded by Councillor N Trimble, and agreed that:

a) the content of the report, as presented, be noted, and

b) the Council takes the necessary actions to ensure the key outcomes/lessons learned, as outlined, are implemented as appropriate.

14. Any Other Confidential Business

Councillor N Parker left the meeting at 9.00 pm

14.1 Planning Matter
Councillor R T Beckett

At the request of Councillor R T Beckett, the Director of Regeneration & Growth undertook to contact the Member the following day in regard to a planning matter.

14.2 Regimental Names
Councillor B Higginson

In response to comments from Councillor B Higginson, the Chief Executive agreed to follow up with the Member on the issue he had raised.

14.3 Voting Matter
The Right Worshipful the Mayor, Alderman A Grehan

Comments were noted from The Right Worshipful the Mayor in connection with voting procedures.

Resumption of Normal Business

It was proposed by Alderman S P Porter, seconded by Councillor A P Ewing, and agreed to come out of committee and normal business was resumed.

13.1 Report on the details of the abandoned dog, known as Max: Circumstances, Chronology of Events, Summary and Key Outcomes including Lessons Learned (Update)

The Right Worshipful the Mayor provided an update in regard to the above matter, it being noted that recommendations in terms of outcomes and lessons learned, as set out in the report, had been approved. It was also noted that the report and appended documents would be published on the Council's website the following day.

15. Any Other Business

15.1 Congratulations to President Elect, Catherine Connolly
Councillor G McCleave

It was agreed, at the request of Councillor G McCleave, that a letter of congratulations and best wishes be sent to the newly elected President of Ireland, Mrs Catherine Connolly.

15.2 Twilight Night Events – Food Vendors and Thanks to Officers
Alderman S P Porter

Alderman S P Porter, having welcomed the huge success of the recent Twilight Night event, drew Members' attention to the high cost of food purchased from the various food vendors that were in place on the evening. Alderman Porter was concerned that some families could be excluded from such events due to the high cost of these fast-food outlets. Alderman Porter requested that this matter be considered.

By way of an update The Right Worshipful the Mayor, Alderman A Grehan, advised that discussions on this matter had already taken place with Officers.

15.2 Twilight Night Events – Food Vendors and Thanks to Officers (Cont'd)
Alderman S P Porter

At a later point in the meeting Councillor A P Ewing also commended the success of the Twilight Night event, as well as the Relaxed Twilight Night event, as did the Chairperson of the Communities & Wellbeing Committee, Councillor T Mitchell. Councill Mitchell conveyed his thanks to the Officers and staff concerned.

15.3 Emerge Counselling Services
Alderman S P Porter

Councillor N Parker returned to the meeting at 9.03 pm.

Alderman S P Porter expressed concern in regard to a video that had been published on social media on the possible closure of Emerge Counselling Servies in Lisburn. Alderman Porter stated that he, along with other Members, were shocked and concerned at this news in view of the long waiting lists for CAMHS and the high cost of other mental health services.

Alderman Porter expressed thanks all the volunteers at Emerge Counselling Services and also to those who have played their part with this charity in the early days.

It was agreed on a proposal by Alderman S P Porter, seconded by Councillor A P Ewing, that the Council writes to the Minister for Health, the Public Health Agency, and the South Eastern Health & Social Care Trust to convey the Council's grave concerns in regard to the potential closure of Emerge Counselling Services and also to highlight the limited provision of mental health services in Lisburn; and in particular to ask:

a) if each body could work with Emerge with a view to supporting this this much-needed service in Lisburn continues, and

b) what provision that they have planned for this deficit at a local level to try and help those people who need these valuable services.

Councillor A P Ewing wished to put on record his support to Emerge Counselling Services which he stated provided a vital service to the local community and which had been the chosen Mayoral Charity in recent years. He stated that this charity is saving lives and must be protected.

15.4 Appointment of Language Commissioners
Councillor R Carlin

Councillor R Carlin welcomed the announcement earlier that day from the NI Executive in regard to the first ever appointment of an Irish Language Commissioner and an Ulster Scots Commissioner. Councillor Carlin congratulated Pol Deeds and Lee Reynolds in taking up their respective roles, and asked that the Council reach out to the Office of Identity and Cultural

Expression on how best the Council could support and promote both languages in Lisburn and Castlereagh.

15.5 Ulster in Bloom Awards
Councillor A Gowan

Councillor A Gowan referred to the recent Ulster in Bloom awards ceremony which had taken place in Grand Central Station and welcomed the success of Anahilt in winning the Best Newcomer award. Councillor Gowan also welcomed the fact that The Right Worshipful the Mayor, Alderman A Grehan, had agreed to host a reception for Anahilt & Magheraconluce Community Association to mark this success.

Councillor Gowan, on behalf of the Council, expressed thanks and appreciation for the contribution and efforts of the staff in the Parks & Amenities team whose efforts had ensured this success. He also thanked teams from both Parks & Amenities and also Environmental Services for all their efforts right across the Council area.

The Right Worshipful the Mayor, Alderman A Grehan, also commended the efforts of the Parks & Amenities team for having come second in another category of the Ulster in Bloom awards.

15.6 Carryduff GAC
Councillor D Bassett

Councillor D Bassett welcomed the successful season by Carryduff GAC and put on record congratulations to all involved in this success.

Councillor N Trimble left the meeting at 9.08 pm.

15.7 Thanks to Parks & Amenities Team
Councillor S Lowry

Councillor S Lowry expressed thanks to the Parks & Amenities team for their help in regard to a plaque in memory of the late Roy and Suzanne McDowell who had been members of the Comber Road Residents Association in Dundonald, and who had passed away within 5 weeks of each other in 2022. Councillor Lowry also expressed gratitude to the family's daughters for their assistance in organising a number of photographs for display on the memorial plaque which had been erected very recently within a flowerbed in Dondonald. Local residents from the Comber Road Residents Association were grateful for these photographs which provided many memories of the activities they had shared.

Conclusion of Meeting

At the conclusion of the meeting the Right Worshipful the Mayor, Alderman A Grehan thanked those present for their attendance.

There being no further business for consideration, the meeting was terminated at 21.09 pm.

Mayor

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Communities & Wellbeing Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Tuesday 4th November 2025 at 6.00 pm.

PRESENT IN COUNCIL CHAMBER (COMMITTEE):	Councillor T Mitchell (Chair) Councillor A Givan (Vice-Chair) The Right Worshipful The Mayor Alderman A Grehan Deputy Mayor Alderman H Legge Alderman A McIntyre Councillors T Beckett, J Craig, B Higginson, C Kemp, G McCleave G Thompson and The Hon N Trimble
PRESENT IN A REMOTE LOCATION (COMMITTEE)	Alderman S Skillen Councillors R Carlin, K Dickson and J Gallen
OTHER MEMBERS OF COUNCIL PRESENT IN A REMOTE LOCATION	Alderman J Tinsley
IN ATTENDANCE:	Director of Leisure & Community Wellbeing Head of Sports Services Acting Head of Communities Acting Business Support Manager Member Services Officers (RN & EW)

The Chair, Councillor T Mitchell, welcomed everyone to the meeting and gave a particular welcome to Ms Helen Orr, the recently appointed Acting Business Support Manager, and wished her well in her new role.

The Chair reminded Members that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business. Unauthorised recording was not permitted, as per 8.5 of the Council's Standing Orders. Mobile phones were to be turned off or on silent mode for the duration of the meeting.

The Director of Leisure & Community Wellbeing outlined the evacuation procedures in the case of an emergency. 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

An apology for non-attendance at the meeting was accepted and recorded on behalf of Councillor S Lowry.

Councillor R Carlin joined the meeting on a remote basis. (6.02 pm)

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.

The following Declarations of Interest were made:-

- Councillor J Craig – Item 4.2 of Report of Head of Communities – "Department for Communities – Integrated Advice Partnership Fund – Additional Funding". Pecuniary interest. Wife is Chair of Community Advice Lisburn & Castlereagh (CALC) which is an element of the Partnership. Would be leaving the meeting for this item of business.

- Councillor C Kemp – Item 4.1 of Report of Acting Head of Communities – "DIY & Technical Assistance Fund 2025/2026 – Outcomes of Assessment". Non-pecuniary interest. Chairperson/Director of Glenclare Community Group which is listed as seeking funding under this initiative.

- Alderman S Skillen – Item 3.1 of Report of Director of Leisure & Community Wellbeing – "Request to use Council's Parks and Open Spaces". Non-pecuniary interest. Had completed the form for the Pride of Ballybeen Flute Band in respect of their application to request the use of Moat Park, Dundonald on the 9th November 2025.

- Alderman S Skillen – Item 4.1 of Report of Acting Head of Communities – "DIY & Technical Assistance Fund 2025/2026 – Outcomes of Assessment". Non-pecuniary interest. Had assisted all the Castlereagh East groups listed as seeking funding in the application process for this initiative.

2. Declarations of Interest (Continued)

- Alderman S Skillen – Item 4.1 of Report of Acting Head of Communities – "DIY & Technical Assistance Fund 2025/2026 – Outcomes of Assessment". Non-pecuniary interest. Daughter attends the creche at the Ballybeen Women's Centre which is listed as seeking funding under this initiative.

- Alderman S Skillen – Item 4.2 of Report of Head of Communities – "Department for Communities – Integrated Advice Partnership Fund – Additional Funding". Pecuniary interest. Place of employment is associated with the Integrated Advice Partnership Fund. Would be leaving the meeting for this item of business.

3. Report of Director of Leisure & Community Wellbeing

3.1 Request to use Council's Parks and Open Spaces

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

- copy of an application from the Pride of Ballybeen Flute Band for the use of Moat Park Dundonald Garden of Reflection on Sunday 9th November 2025 (2.30 pm – 3.30 pm) for the purpose of a Remembrance Day Service;

- Equality Screening document for parks and open spaces.

Given the timeline involved, approval - in consultation with the Head of Sports Services - had been sought from the Chair and Vice-Chair of the Communities and Wellbeing Committee.

It was proposed by Councillor G Thompson, seconded by Councillor J Craig and agreed to recommend that - subject to engagement with the Safety Advisory Group and compliance with the usual booking requirements such as the provision of adequate insurance cover and the necessary risk assessments:-

- the request referred to above be approved on a retrospective basis;
- the Bye-Laws be set aside so as to enable the above-mentioned event to progress;
- infrastructure support be provided if so required.

4. Report of Acting Head of Communities

4.1 DIY & Technical Assistance Fund 2025/2026
Outcomes of Assessment

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

- a table of outcomes of assessment under the DIY & Technical Assistance Fund;
- Equality Screening document;
- Rural Needs Impact Assessment.

The Acting Head of Communities reported on the above Fund in terms of its objectives, the number of applications received during the application process, and the outcome thereof.

It was proposed by Councillor J Craig, seconded by Councillor G Thompson and agreed to recommend that:-

- the Acting Head of Service's report and the outcome of the assessment process be noted;

- based on the weighted score following assessment, the 60 successful applications be awarded - subject to compliance with the terms and conditions stated in their letters of offer - the total overall amount deemed eligible of £70,539.00 which included an overspend of £20,539.00;

- the overspend of £20,539.00 be covered from an underspend of £45,000.00 in the DEA Investment Programme associated with the refurbishment of Ramblers Bridge, it being noted that the refurbishment of Ramblers Bridge had since been agreed for inclusion in the Council's Works Programme.

4.2 Department for Communities
Integrated Advice Partnership Fund – Additional Funding

Having already declared interests in this item of business, Alderman S Skillen and Councillor J Craig left the meeting at 6.11 pm before it was discussed (remote basis and from the Chamber respectively).

The Right Worshipful The Mayor, Alderman A Grehan, informed the meeting that she was an Observer on the Council's behalf on Community Advice Lisburn & Castlereagh (CALC).

4.2 Department for Communities
Integrated Advice Partnership Fund – Additional Funding (Continued)

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

- Report Card in regard to the Integrated Advice Partnership Fund for the period April 2025 – September 2025;
- Department of Communities – Letter of Variance dated the 10th September 2025;
- Equality Screening document;
- Rural Needs Impact Assessment.

The Acting Head of Communities reported on the Integrated Advice Partnership Fund (IAPF) of the Department for Communities (DfC) which exists to provide a debt advice service. The designated lead partner in the Council's area for the IAPF is Community Advice Lisburn and Castlereagh (CALC). Since November 2024 when the formal partnership was established with the Council, CALC had co-ordinated the recruitment of eight partner agencies in the Council's area. Activities and events undertaken since November 2024 were detailed in the report.

In its letter of the 10th September 2025, the DfC (Voluntary and Community Division) had made an offer of an uplift in funding of £28,661.38 for 2025/2026. The way in which this additional funding was to be utilised was set out in the report. The DfC is also considering the issue of an Account Directive to allow carry-over of unspent funds into 2026/2027 on the condition that funds remain ringfenced for the Integrated Advice Partnership objectives.

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

- the report of the Acting Head of Communities be noted;
- the Council accepts the additional £28,661.38 in funding from the Department for Communities for the 2025/2026 period;
- the Integrated Advice Partnership in the Council's area continue to be delivered via the existing partnership structures.

During the course of discussion:-

- the Acting Head of Communities confirmed the number of referred clients to CALC during the period April – September 2025, it being pointed out that the referred clients were only one element of the work of CALC under the IAPF funding;

4.2 Department for Communities
Integrated Advice Partnership Fund – Additional Funding (Continued)

- the Director agreed to provide Members with an overall picture of outcomes across the service;
- the Director agreed to provide Members with details of the Council-wide mapping of services that identified patterns, gaps in service provision and opportunities for engagement;
- the Director noted comments that face-to-face engagement was the preferable means of contact for certain demographics of society;
- the Director noted comments that where there was an area that was underrepresented in any way, then all efforts should be made to address this.

Alderman J Tinsley left the meeting on a remote basis during discussion of this item. (6.14 pm)

Alderman S Skillen and Councillor J Craig returned to the meeting after this item of business had concluded. (6.20 pm)

5. Any Other Business – Non-Confidential

5.1 Defibrillators

5.1.1 Provision
Councillor C Kemp

Councillor C Kemp asked if the provision of defibrillators could be expanded both in terms of funding that could be made available for their purchase and also that their actual siting was in a location with maximum exposure, for instance a school was not a preferred location as it was only open during school hours. The funding mechanism of the British Heart Foundation had proved to be somewhat restrictive in its criteria for the provision of defibrillators.

The Director advised of the funding programmes which could be explored by community groups for the provision of defibrillators, including the recently launched Community Funding Programme, and also confirmed that the Council's own provision of defibrillators operated across a number of community facilities. Community Services could also carry out a "Grant Finder" for community groups so details of any community groups seeking a defibrillator should be forwarded to the Director for onward transmission to Community Services.

5.1 Defibrillators (Continued)

5.1.2 Registration, Maintenance and Training
Councillor J Craig

Councillor J Craig enquired if defibrillators located within Council properties were registered. The Director confirmed that such defibrillators were registered with the Council and also with the Northern Ireland Ambulance Service. Each council facility would have the maintenance of its defibrillator in its schedule of maintenance.

The Head of Sports Services advised that previously as part of sports development led defibrillator funding, training had been provided to successful groups to include the maintenance, but overall responsibility remains with the group.

5.1.3 Provision in Dundonald area
Alderman S Skillen

Alderman S Skillen requested the provision of a second defibrillator in Council facilities in the Dundonald area. Alderman Skillen was aware that the Enler Community Centre had a defibrillator and asked for another to be provided in the Dundonald area, such as in the Ballyoran Community Centre if it did not already have one.

The Director would have the provision of a defibrillator in the Ballyoran Community Centre confirmed and would revert to Alderman Skillen accordingly.

5.2 Lisburn Marching Bands Tattoo – Outcomes Report
Councillor B Higginson

Councillor B Higginson referred to a report on certain issues associated with the Lisburn Marching Bands Tattoo in Lisburn on the 28th September 2025, eg lack of adequate toilet provision, which he had sought at the previous meeting of Committee.

The Director confirmed that investigations were ongoing.

5.3 Canal Boxing Club – Relocation to Queen Elizabeth II Playing Fields
Traffic Management & Car Parking
Councillor N Trimble

Councillor N Trimble referred to the relocation of the Canal Boxing Club to a sports hub at the Queen Elizabeth II Playing Fields in Lisburn.

Residents in the vicinity of the QE II Playing Fields had expressed concern about parking and traffic management when the sports hub would be in use and in particular when this would coincide with the use of the football pitches at that location.

5.3 Canal Boxing Club – Relocation to Queen Elizabeth II Playing Fields Traffic Management & Car Parking (Continued)
Councillor N Trimble

Councillor Trimble asked if engagement could take place with local residents and also asked if consideration had been given to an overflow car park.

In noting these comments for appropriate action, the Head of Sports Service advised that parking and traffic management consideration had been part of the planning application process. The Right Worshipful The Mayor, Alderman A Grehan, added that part of the planning approval was that the Boxing Club's facility would not open on Saturdays.

5.4 Fleadh Cheoil na hÉireann – Belfast – August 2026
Alderman A McIntyre

Alderman A McIntyre referred to Fleadh Belfast 2026 – the world's biggest celebration of Irish music, dance, and culture – which was anticipated to attract in the region of 700,000 visitors.

The Director advised that a member of her staff would speak off-line with Alderman McIntyre about this festival so as to appreciate his considerations.

5.5 Lough Moss Leisure Centre
Councillor J Gallen

5.5.1 Demand for Classes

Councillor J Gallen referred to the excessive demand for classes at Lough Moss Leisure Centre to the extent that it was virtually impossible to make a booking. Users were also anxious for the provision of a swimming pool at Lough Moss.

The Head of Sports Service acknowledged this situation but was aware that subsequent drop-outs did however result in available places. However if the public were not regularly checking the system, they would not be aware of availability. The issue of over-subscribed classes, drop-outs, and then classes with late vacancies, was being investigated. The Head of Sports Services pointed out that the provision of extra classes was dependent on availability of resources, both in terms of rooms and coaches/staff.

5.5.2 Provision of Modular Building

In response to comments from Councillor J Gallen about the provision of a modular building at Lough Moss Leisure Centre, the Director agreed that the timeline for this provision would be provided to all Members of the DEA for that area.

5.6 Pitches Strategy
Councillor J Gallen

In response to comments from Councillor J Gallen, the Director provided an update on the preparation of the Pitches Strategy. The Director was hopeful that the first draft of the Strategy could be presented to Members in the New Year, likely by way of a Members' workshop.

6. Confidential Report from Director of Leisure & Community Wellbeing

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

6.1 Proposed Leisure and Community Wellbeing Departmental Pricing Schedule 2026/2027

(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 in February 2026 following completion of the Estimates' process.

6.2 Dundonald International Ice Bowl – Provision of DJ Services

(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 procurement exercise.

"In Committee"

It was proposed by Councillor J Craig, seconded by Councillor A Givan and agreed that the Confidential Report of the Director be considered "in Committee". (Recording was paused at this stage in proceedings. The press member left the meeting and there were no public present. (6.36 pm)

6.1 Proposed Leisure & Community Wellbeing Departmental Pricing Schedule 2026/2027

Presented by the Director of Leisure & Community Wellbeing who, together with the Head of Sports Services, responded to Members' questions.

In addition to the narrative report, the following were provided:-

- Leisure & Community Wellbeing – Benchmarking and Price variation schedules (2);
- Equality Screening document;
- Rural Needs Impact Assessment.

6.1 Proposed Leisure & Community Wellbeing Departmental Pricing Schedule 2026/2027 (Continued)

It was proposed by Councillor A Givan, seconded by the Deputy Mayor, Alderman H Legge, and agreed to recommend that the Pricing Points 2026/2027 for the Leisure & Community Wellbeing Department be agreed.

The Right Worshipful The Mayor, Alderman A Grehan, left the Chamber during discussion of this item. (6.40 pm)

6.2 Dundonald International Ice Bowl – Provision of DJ Services

Presented by the Head of Sports Services who also responded to Members' questions.

It was proposed by Alderman S Skillen, seconded by the Deputy Mayor, Alderman H Legge, and agreed to recommend that:-

- the report of the Head of Sports Services be noted;
- the tender evaluation award criteria for the Provision of DJ Services at Dundonald International Ice Bowl be agreed.

7. Any Other Business – Confidential

No other business of a confidential nature was raised.

Resumption of Normal Business

It was proposed by Alderman A McIntyre, seconded by Councillor J Craig and agreed to come "out of Committee". Normal business and the audio recording were resumed. (6.46 pm)

8. Any Other Business

Dealt with under Item 5.

The Chair thanked Members for their attendance and - there being no further business - the meeting concluded at 6.46 pm.

MAYOR/CHAIR

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Environment and Sustainability Committee held in the Council Chamber, Island Civic Centre, on Wednesday 5 November, 2025 at 6.00 pm

PRESENT IN CHAMBER:	Alderman O Gawith (Chair) Councillor S Burns (Vice-Chair) Alderman J Baird Councillors J Bamford, P Catney, A Givan, B Magee, C McCready, M McKeever and N Parker
PRESENT IN REMOTE LOCATION:	Alderman S Skillen Councillors D Bassett, A Gowan and R McLernon
OTHER MEMBERS IN CHAMBER	Alderman J Tinsley Councillor T Beckett
OTHER MEMBERS IN REMOTE LOCATION:	Alderman A McIntyre Councillor G McCleave
IN ATTENDANCE:	Director of Environmental Services Head of Service (Environmental Health, Risk & Emergency Planning) Head of Service (Waste Management & Operational Services) Head of Service (Building Control & Sustainability) Member Services Officers (EW and BS)

Commencement of the Meeting

The Chair, Alderman O Gawith, 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 the Council's Standing Orders. The Chair asked that mobile phones be put on silent or switched off for the duration of the meeting.

In accordance with the Protocol for Remote Meetings, the Chair asked that those attending via zoom to ensure that the meeting could not be seen or heard by any other person at their remote location when confidential business was being considered. The Chair proceeded to outline the evacuation procedures in the case of an emergency.

1. Apologies

There were no apologies.

2. Declarations of Interest

There were no declarations of interest.

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

3.1 Dual Language Street Naming

Councillor A Gowan joined the meeting during consideration of this item of business (6.09 pm).

Councillor G McCleave commended the residents of both areas for bringing the requests forward and hoped that it would be agreed by all parties.

In response to a query from Alderman J Tinsley regarding the overall cost for implementation, the Director of Environmental Services advised that the purchase of a new sign is £135 each and the remaining costs were attributable to officer time as part of the roles they performed.

Alderman J Tinsley asked that it be noted that some residents had been in touch with him and indicated that they were fearful of the outcome of this decision.

It was proposed by Councillor P Catney, and seconded by Councillor D Bassett and agreed to recommend that approval be given for the request for Glen River Mews, Glenavy to be displayed on street signage in Irish, along with the English street name, and also agreed to note the dual language application made for Riverside Court, Glenavy, did not meet the policy threshold for consideration of approval.

4. Report by Head of Service (Environmental Health, Risk and Emergency Planning)

4.1 The Food Safety (Northern Ireland) Order 1991 – Public Analyst Appointment

Councillor D Bassett left the meeting during consideration of this item of business, as did Councillor G McCleave and Alderman A McIntyre (6.14 pm).

In response to a query from Councillor J Bamford, the Head of Service (Environmental Health, Risk and Emergency Planning) agreed to find out why there was a difference in the budget cost between April 2025 and November 2025 and advised that the budget was used to pay for fees of associated costs to the public analysts and any company providing the service.

It was proposed by Councillor J Bamford, seconded by Alderman J Baird and agreed to recommend approval of the report detailing persons to be appointed as Public Analysts to the Council under Article 27 (1) of The Food Safety (Northern Ireland) Order 1991.

In advance of consideration of confidential business, the Chair, Alderman O Gawith advised that Any Other Business would be considered at this stage.

5. Any Other Business

5.1 Climate Friendly Burials
Councillor A Givan

Councillor A Gowan left the meeting during this item of business (6.17 pm).

In response to a query by Councillor A Givan, the Director of Environmental Services advised that an updated report on cemeteries would be brought to Committee in December and that the report would also include ongoing work around the condition of benches in Blaris cemetery, a Garden of Remembrance and alternative burials. The director also advised that a consultation process had not been considered yet as part of the Notice of Motion from the previous month regarding Climate Friendly Burials.

Councillor Givan stated that a consultation process should be considered at an appropriate time, and he felt it would be important for local churches and funeral directors to be included.

5.2 Update on Bryson Collections
Councillor S Burns

In response to comments by Councillor S Burns, the Head of Service (Waste Management and Operational Services) advised that a contract management meeting had taken place that day with Bryson and reported that they were experiencing exceptionally high levels of sickness absences. They had vacant posts which were being successfully filled, mostly for drivers, and that they were receiving training, which would greatly help. He also added that Bryson were working overtime where possible to try to alleviate the problems with bin collections and generally were maintaining the weekly service required as part of their contract. The Head of Service offered his apologies to residents affected and gave assurance that the Department was working with the contractor to try and solve the problem.

5.3 Graffiti
Councillor N Parker

In response to comments by Councillor N Parker, the Director of Environmental Services advised that the issue of graffiti had been discussed at recent DEA meetings in respect of environmental crime and consideration was being given as to how the department might develop new or amended initiatives to address such matters. The director acknowledged that this was a problem and advised that the council already had the ability to remove offensive graffiti through a contractor and the City Centre Ranger.

5.4 Comingled System
Alderman S Skillen

In response to comments by Alderman S Skillen, the Director of Environmental Services advised that the department was in daily contact with Bryson and procedures were in place to monitor and record where there were any missed bin collections. The director advised that DAERA was continuing to review the outcomes of the consultation 'Rethinking Our Resources' which was still to be considered by the Assembly. In the meantime, a revision of options for kerbside collections across the district was being progressed by officers, which also aimed to improve upon our recycling rates as well as provide a uniform service. A further report would be brought to this committee in due course on this matter.

5.5 Kerbside Stacking Boxes
Councillor M McKeever

In response to comments by Councillor M McKeever, the Head of Service (Waste Management and Operational Services) advised that if residents were having difficulty in getting boxes replaced and made a request for same that they could contact him or any of his officers to progress. He also advised that if a container was beyond use the contractor would not offer to remove it from the kerbside as the vehicles would not have the capacity, but that residents could take them to any of the recycling centres in the Council area.

5.6 Multi Stacks
Alderman J Baird

In response to comments by Alderman J Baird, the Head of Service (Waste Management and Operational Services) stated that he had been advised that the new contract with Antrim and Newtownabbey Council was not affecting Lisburn and Castlereagh City Council as the same difficulties were being experienced in that area.

5,7 Update on DAERA
Councillor C McCready

In response to comments by Councillor C McCready, the Director of Environmental Services advised that there was no further update at this time regarding confirmation of dates for the outcome of the 'Rethinking Our Resources' consultation, however she was confident that through interactions with the department that council would be informed as soon as it is known.

6. Confidential Report by the Director of Environmental Services

The Chair, Alderman O Gawith, 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 A Givan, seconded by Councillor P Catney and agreed that the following matters be considered “in Committee,” in the absence of members of the press and public being present.

The member of the press seated in the public gallery left the Council Chamber (6.35 pm).

Councillor T Beckett and Alderman J Tinsley left the meeting during consideration of this item of business (6.37 pm).

6.1 Proposed Departmental Pricing Charges – 2026/2027
(Report will become available in February 2026 following completion of the estimates process, Appendix 1 will never become available)

It was proposed by Councillor P Catney, seconded by Councillor A Givan and agreed to recommend that approval be given to the Departmental pricing charges for 2026/27 financial year as outlined in Appendix 1 Confidential.

6.2 Evaluation Criteria for Personal Protective Equipment Tender
(Redacted Report will become available in March 2026)

It was proposed by Councillor J Bamford, seconded by Alderman J Baird and agreed to recommend that approval be given to the tender evaluation award criteria as outlined.

6.3 Single Tender Action for the provision of a collection, transportation, and recovery service for waste wood from Council Household Recycling Centres
(The Report or a Redacted Report will never become available)

It was agreed that the Single Tender Action, for a maximum period of 12 months, for the collection, transportation and recovery of waste wood from

6.3 Single Tender Action (Cont’d)

Council Household Recycling Centres, with the commencement date to be agreed, be noted.

Any Other Business – Confidential

Cemetery Provision

The Director of Environmental Services responded to questions from a Member regarding cemetery provision.

Resumption of Normal Business

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

The Chair, Alderman O Gawith, thanked Members for their attendance.

There being no further business, the meeting ended at 7 pm.

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Chairperson

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Regeneration & Growth Committee held in the Council Chamber, Island Civic Centre, The Island, Lisburn and in remote locations on Thursday, 6 November 2025 at 6.00 pm

PRESENT IN THE CHAMBER:	Councillor C Kemp (Chairperson)
	Councillor J Harpur (Vice Chairperson)
	Aldermen J Baird, A G Ewart MBE, M Gregg and A McIntyre
	Councillors K Dickson, A Gowan, U Mackin, A Martin, T Mitchell and C McCready
PRESENT REMOTELY:	Councillors J Gallen and J Laverty BEM
OTHER MEMBER: **(COUNCIL CHAMBER)**	Councillor P Catney
IN ATTENDANCE	Director of Regeneration & Growth Head of Economic Development Head of Assets Head of Planning & Capital Development (remotely) Community Development & Resources Manager (Acting) Member Services Manager (Acting) Member Services Officer IT Officer

Commencement of Meeting

The Chairperson, Councillor C Kemp, extended a welcome to everyone in attendance at the November meeting of the Regeneration & Growth Committee.

The Chairperson reminded those present that the meeting was being audio recorded unless the item was being considered under confidential business. The Chairperson also outlined the evacuation procedures in the case of an emergency.

1. Apologies

   There were no apologies for non-attendance recorded.

2. Declarations of Interest

The following declarations of interest were recorded:

- Alderman J Baird - in respect of item 7.1 Provision of Cemetery Land in view of his possible submission of an EOI.

- Councillor A Martin in respect of item 7.1 Provision of Cemetery Land in view of being a landowner in the Council area and in respect of item 7.2 Barbour Gardens EOI in view of his membership of Dromore Presbtery in Umbrella Group of Sloan Street Presbyterian Church and also in view of his membership of the Planning Committee.

During the course of the meeting Alderman M Gregg, Councillors P Catney and J Laverty declared an interest in item 5.2 Barbour Gardens EOI in view of their membership of the Planning Committee.

Also during the course of the meeting Councillor J Laverty declared an interest in item 7.3 Local Economic Partnership – Draft Action Plan in view of his membership of the Board of Inspire Business Park.

3.0 Report of Director of Regeneration & Growth

3.1 Management Agreement incorporating a License at Tolerton Sports Zone

The Director of Regeneration & Growth's report highlighted the background and key issues in connection with the Management Agreement incorporating a license at Tolerton Sports Zone.

The Committee had been furnished with a copy of the Management Agreement under License for Tolerton Sports Zone.

At the outset the Director of Regeneration & Growth welcomed the Acting Community Development & Resources Manager to the meeting who had assisted in regard to progressing this new license agreement and who was in attendance to respond to Members' questions.

The Director reported that under the terms of the proposed license, Seymourhilll & Conway Residents Association would continue to manage the day-to-day operation and maintenance, including surface combing of the Tolerton Sports Zone. The licensee would also remain responsible for all operational costs, including utilities and other running expenses associated with the facility. The License Agreement would run for a further three-year term, effective from 1st July 2025.

3.1 Management Agreement incorporating License at Tolerton Sports Zone (Cont'd)

It was noted that should this licence agreement be successful it was proposed at the point of termination of existing leases that these arrangements be considered on other sites as an alternative option so as to ensure all statutory compliance as a minimum was achieved.

The Director responded to questions from two Members and provided clarification thereon in regard to the License Agreement, it being noted that there were no additional resources required from the Council in taking this new license forward. It was also noted that the issuing of licenses of this nature was a delegated function.

It was agreed that the license agreement with Seymourhill & Conway Residents Association for a period of three years effective from 1st July 2025, under the terms outlined in the Director's report, be noted.

The Community Development & Resources Manager (Acting) left the meeting (6.09 pm).

4.0 Report of Head of Planning & Capital Development

4.1 Consultation from DfI on Sustainable Drainage Systems (SuDS) in New Housing Developments

The Head of Planning & Capital Development's report highlighted the background and key issues in connection with a public consultation by the Department for Infrastructure on Sustainable Drainage Systems (SuDS) in New Housing Developments.

It was noted that the consultation was seeking the view of the Council on the development of policy relating to the future regulation and use of SuDS in new housing developments. The consultation also aimed to explain the main considerations, as well as gathering essential information and opinions on key parts of the policy, potential implementation challenges, and opportunities to promote the wider uptake of SuDS.

A link to the consultation documents had been included in the Officer's report, it being noted that the consultation was available for comment until 19 December 2025.

The Head of Planning & Capital Development responded to a question from a Member in connection with the funding of SuDS, it being noted that the consultation questions had addressed the issue of funding.

It was proposed by Alderman M Gregg, seconded by Councillor T Mitchell, and agreed to recommend that:

4.1 Consultation from DfI on Sustainable Drainage Systems (SuDS) in New Housing Developments (Cont'd)

a) the content of the draft response be approved,

b) delegated authority be granted to Officers to make a submission to this consultation before 19 December 2025, and

c) Members of the Committee who wish to make any comments on the consultation to provide their comments to the Head of Planning & Capital Development for inclusion in the Council's response, if deemed appropriate.

6. Any Other Business

6.1 Fleadh Cheoil na hÉireann – Belfast – August 2026
Alderman A McIntyre

Alderman A McIntyre advised that he had raised the issue of the Fleadh coming to Belfast next year at the Communities & Wellbeing Committee meeting on Tuesday past, and enquired as to how the Council could maximise on this major event which was estimated to attract in the region of 700,000 visitors to the area. The Director of Regeneration & Growth advised that he would arrange for this matter to be raised with the Tourism team.

7. Confidential Report from Director of Regeneration & Growth

The Chairperson, Councillor C Kemp, advised that confidential reports were required to be considered under confidential business 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 C McCready, seconded by Councillor K Dickson, 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.

Alderman J Baird and Councillor A Martin left the meeting at this point having declared an interest in the following item of business.

7.1 Provision of Cemetery Land
(Report not for Publication)

This report was presented by the Director of Regeneration & Growth who also responded questions from the Committee.

A copy of a related document had been appended to the Officer's report.

It was proposed by Alderman A G Ewart, seconded by Councillor U Mackin, and agreed to recommend that the current situation in regard to cemetery provision be noted and that the Officer's recommendations, as set out in the report circulated, be agreed.

7.2 Barbour Gardens EOI
(Redacted report to be published following ratification by Council)

Alderman J Baird returned to the meeting at 6.33 pm.

Councillor J Laverty, left the meeting remotely at 6.34 pm (transferred to the waiting room facility on Zoom), having declared an interest in this item of business in view of his membership of the Planning Committee.

Alderman M Gregg and Councillor P Catney also left the meeting at this point having declared an interest in this item of business, in view of their membership of the Planning Committee (6.34 pm and 6.35 pm respectively).

This report was presented by the Head of Assets.

A copy of the LPS valuation certificate had been appended to the Officer's/Director's report.

In response to comments from a Member of the Committee, the Director of Regeneration & Growth undertook to look into a covenant issue concerning Barbour Gardens and report back to the Member concerned. The Director also provided an update to the Member in connection with a matter concerning access to the Barbour Gardens site.

It was proposed by Alderman A G Ewart, seconded by Councillor T Mitchell, and agreed to recommend that the Council disposes of Barbour Gardens lands for the proposed development, subject to planning permission being granted in line with an updated LPS valuation certificate.

7.3 Local Economic Partnership – Draft Action Plan
(Redacted report only to be published following ratification by Council)

Alderman M Gregg, Councillors A Martin and Councillor P Catney returned to the meeting at this point (6.43 pm).

7.3 Local Economic Partnership – Draft Action Plan (Cont'd)

This report was presented by the Head of Economic Development who also responded to questions from Members.

A copy of the draft LEP Action Plan had been appended to the Officer's report, together with two other related LEP documents.

The Director of Regeneration & Growth addressed the Committee in regard to one of the targets contained within the Action Plan that required the identification of suitable lands.

It was proposed by Councillor K Dickson, seconded by Alderman J Baird, and agreed to recommend that:

a) the draft LEP Action Plan as amended, be approved,

b) the draft LEP Action Plan be submitted to the Department for Economy as a bid to secure the maximum available funding allocation,

c) the Letter of Offer, when received, be accepted so that programme and project delivery can commence without delay, and

d) the final agreed Action Plan reported to a subsequent Committee for noting, provided that there are no significant departures from the submitted draft.

It was further agreed on a proposal by Alderman J Baird, seconded by Councillor T Mitchell, that:

a) the Council progresses with an Expression of Interest (EOI), as outlined verbally by the Director, which would expedite delivery readiness in relation to the identification of suitable lands, and

b) update reports on this EOI be brought to the Committee in due course.

Councillor J Laverty was re-admitted to the meeting remotely at 6.52 pm.

7.4 Visit Belfast – Three-year Enhanced Proposal
(Redacted report to be published following ratification by Council)

This report was presented by the Head of Economic Development who, along with the Director of Regeneration & Growth, responded to questions and comments from the Committee in connection with key issues contained within the report.

7.4 Visit Belfast – Three-year Enhanced Proposal (Cont'd)

A document detailing Visit Belfast's promotional activity examples had been appended to the Officer's report together with a document setting out the Regional Tourism Partnership's (RTP) Enhanced Partnership Proposal.

The Head of Economic Development undertook to discuss the issues raised by Members with the Officers in the Tourism Unit on how best to promote local attractions to tourists on cruise ships.

It was proposed by Alderman A G Ewart, seconded by Councillor K Dickson, and agreed to recommend that the enhanced Visit Belfast RTP proposal and the development of an associated Service Level Agreement at £81,500 per annum for 2026/27, 2027/28, and 2028/29, as per budget estimates, be approved.

8.0 Any Other Confidential Business

8.1 Ballynahinch Street Car Park
Alderman A McIntyre

At the request of Alderman A McIntyre the Head of Assets and the Director of Regeneration & Growth updated the Committee in relation to a matter concerning Ballynahinch Street Car Park.

Councillor P Catney left the meeting during this item of business (7.18 pm).

Resumption of Normal Business

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

8.0 Verbal Updates by Chairperson, Councillor C Kemp

8.1 Launch of Future Cities Growth Grant

The Chairperson welcomed the launch of the Future Cities Growth Grant, the public advertisement of which had been issued that day, and encourage Members to use their contacts to promote this funding initiative.

8.2 Moira Community Hub

The Chairperson welcomed the completion of Moira Community Hub as part of the small settlements programme, it being noted that the premises would be used as part of the publication on the outcomes of small settlements.

8.3 Miracle on Market Square

The Chairperson welcomed the new pop up Christmas Shop, Miracle on Market Square, which had been established in the former Shannon's Jewellers building in the City Centre, and which had increased footfall in the area by 50% in that area over its first weekend of trading.

Conclusion of Meeting

The Chairperson thanked everyone for their attendance and there being no further business for consideration the meeting was concluded at 7.21 pm.

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Chairperson

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 12th November 2025 at 6.00 pm.

PRESENT IN COUNCIL CHAMBER (COMMITTEE):	Councillor B Higginson (Chair) Councillor J Bamford (Vice-Chair) The Right Worshipful The Mayor Alderman A Grehan Aldermen A Ewart MBE, M Gregg and P Porter Councillors T Beckett, R Carlin, K Dickson, A Ewing, J Harpur, G McCleave, N Parker and The Hon N Trimble
PRESENT IN REMOTE LOCATION (COMMITTEE)	Councillor J Laverty BEM
OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER:	Alderman O Gawith
OTHER MEMBERS OF COUNCIL PRESENT IN A REMOTE LOCATION	Alderman J Tinsley Councillor P Catney
IN ATTENDANCE:	Chief Executive Director of Organisation Development & Innovation Head of Assets Head of Finance Head of Human Resources & Organisation Development Acting Head of Governance & Communications Member Services Officers (RN & EW)

Commencement of Meeting

The Chair, Councillor B Higginson, welcomed everyone to the meeting and gave a particular welcome to Ms Judith McNamee, the recently appointed Head of Governance and Communications who was seated in the public gallery. Ms McNamee would take up her post in the near future.

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

Unauthorised recording was not permitted, as per 8.5 of the Council's Standing Orders. Mobile phones were to be turned off or on silent mode for the duration of the meeting. Members attending remotely were asked to keep their cameras on. Finally, the Chair asked that any Member entering or leaving the meeting alert the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

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

1. Item 6.12 on Agenda – Employment Procedures

The Chair, Councillor B Higginson, referred to Item 6.12 on the agenda - Employment Procedures. The Chair advised that a query on this item had arisen earlier in the day and that it required to be investigated by Officers. Accordingly Item 6.12 – Employment Procedures - would be removed from the agenda before the meeting and would not be discussed. The item would be deferred to a future meeting of Committee.

2. Apologies

Apologies for non-attendance at the meeting were accepted and recorded on behalf of the Deputy Mayor, Alderman H Legge; and Councillor R McLernon.

3. Declarations of Interest

There were no Declarations of Interest.

4. Report of Acting Head of Governance & Communications

4.1 Committees – Terms of Reference

In addition to the narrative report, the draft Terms of Reference for the following Committees (showing updates where appropriate) had been provided:-

- Communities & Wellbeing Committee (updated);
- Environment & Sustainability Committee (updated);
- Regeneration & Growth Committee (updated);
- Corporate Services Committee (updated);
- Governance & Audit Committee;
- Planning Committee.

4.1 Committees – Terms of Reference (Continued)

It was proposed by Councillor R Carlin, seconded by Councillor A Ewing and agreed that the Terms of Reference for the Committees as set out above be approved.

The Council's Standing Orders, Constitution, Scheme of Delegation and Accounting Manual documents would be amended to reflect the revised Terms of Reference of the Committees and would be presented to the Corporate Services Committee in due course.

4.2 Illuminations 2026

In addition to the narrative report, the draft Calendar of Illuminations for 2026 had been provided. The narrative report explained how the calendar had been compiled. The Building Illumination Policy was available also.

It was proposed by Councillor J Bamford, seconded by Councillor R Carlin and agreed to recommend that the draft Calendar of Illuminations for 2026 be approved.

The Acting Head of Service advised that – in consultation with the Chair and Vice-Chair - any new Chair of the Committee would be provided with a range of various photograph opportunities to accompany light-ups, eg photograph with charity or photograph of building with the charity logo.

4.3 Lisburn Sea Cadets – 60th Anniversary of Founding
Request to illuminate Lagan Valley Island

In addition to the narrative report, copy of a letter dated the 29th October 2025 from Lisburn Sea Cadets had been provided, requesting that the Council light up its civic building in blue on the 17th December 2025 to mark the 60th anniversary of the founding of Lisburn Sea Cadets.

It was proposed by Councillor A Ewing, seconded by Councillor K Dickson and agreed that – recognising the symbolic importance of this anniversary - the request referred to above be acceded to.

5. Report of Head of Finance

5.1 Treasury Outturn Half Yearly Report – Quarter 2 of 2025/2026

Members noted the content of the following:-

- the information contained in the narrative report;
- the Treasury Management Report for the first half of 2025/2026;
- the Prudential Indicators for the first half of 2025/2026 setting out a review of the Council's performance against the indicators approved for 2025/2026. All indicators had been complied with.

5.1 Treasury Outturn Half Yearly Report – Quarter 2 of 2025/2026 (Continued)

The Head of Finance responded to Members' questions.

Alderman P Porter sought information on existing loans and also amounts outstanding on maturity loans. The Head of Finance advised that such information had been contained in an appendix presented to the September 2025 meeting of the Committee but that she would provide Alderman Porter with a further copy.

6. Report of Head of Human Resources & Organisation Development

6.1 HR & OD Strategy – Supporting the Council's Ambitions

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

- HR & OD Visual Strategy;
- Equality screening document.

The strategy would deliver on the ambitions of the Corporate Plan and would run for its duration. It was not intended to cover the routine tasks of the HR & OD Unit.

The Head of Service responded to Members' questions.

It was proposed by Alderman P Porter, seconded by Councillor A Ewing and agreed to recommend that the content of the HR & OD Strategy be agreed.

Councillor P Catney and Alderman J Tinsley joined the meeting on a remote basis during discussion. (6.16 pm and 6.18 pm respectively)

Ms Judith McNamee (the recently appointed Head of Governance & Communications) and the IT Officer left the meeting. (6.18 pm)

7. Any Other Business – Non-Confidential

7.1 Disability Action Plan
Councillor K Dickson

Councillor K Dickson referred to the Disability Action Plan which was to include the use of alternative text on images. Councillor Dickson stated that the posts regarding Remembrance Sunday had not been available in alternative text.

The Acting Head of Governance & Communications noted these comments for appropriate action by the Communications Unit.

8. Confidential Report from Chief Executive

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

8.1 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 become available following ratification by Council on the 25th November 2025 and the signing of the contracts.

8.2 Proposed Departmental Pricing Schedule 2026/2027
(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 become available on completion of the Estimates process (February 2026).

8.3 Quarterly Finance Reports – Quarter 2 of 2025/2026
(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 become available following ratification by Council on the 25th November 2025.

8.4 Management Accounts – Period 6 of 2025/2026
(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 become available following ratification by Council on the 25th November 2025.

8.5 Reserves as of 31st March 2025
(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 become available following ratification by Council on the 25th November 2025.

8.6 Consolidated Scheme of Allowances Payable to Councillors
(Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information).

Report to become available following ratification by Council on the 25th November 2025.

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

Report will never become available.

8.8 On-Call Policy
(Confidential for reason of information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the Council; or a Government Department and employees of, or office holders under, the Council.

Report to become available post consultation with the JCNF.

8.9 Training Policy
(Confidential for reason of information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the Council; or a Government Department and employees of, or office holders under, the Council.

Report to become available post implementation.

8.10 Salary Sacrifice Shared Cost AVCs
(Confidential for reason of information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the Council; or a Government Department and employees of, or office holders under, the Council.

Redacted report to become available post implementation.

8.11 Succession Planning
(Confidential for reason of information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the Council; or a Government Department and employees of, or office holders under, the Council.

Redacted report to become available post consultation with the JCNF.

8.12 Employment Procedures

As reported earlier in the meeting, this item of business had been removed from the agenda to allow for investigation of a query that had arisen earlier in the day.

In Committee

It was proposed by Councillor A Ewing, seconded by Alderman P Porter and agreed that the Confidential Report of the Chief Executive be considered “in Committee”. (Recording was paused at this stage in proceedings. There were no members of the public or the press present.) (6.19 pm)

8.1 Report on Tender Awards

Presented by the Head of Assets who, together with the Chief Executive, responded to Members' questions.

Tender reports and a summary of the tenders awarded had been provided with the narrative report.

It was proposed by Alderman M Gregg, seconded by Alderman P Porter and agreed to recommend that the tenders awarded in regard to the following contracts, together with the attendant tender reports, be noted:-

- T24/25-049 – Lisburn Orientation & Walkability Project – Wayfinding Signage in Lisburn City Centre – Procurement of a Signage Company;
- T25/26-004 – Design Team for Proposed Changing Rooms at Aghalee Playing Fields and Seycon Park.

It was further agreed on the Proposal made by Alderman M Gregg and seconded by Alderman P Porter to recommend that the signing and sealing of the Tender documents be approved.

The Head of Assets agreed to pick up directly with Councillor T Beckett, an enquiry regarding Aghalee Playing Fields.

8.2 Proposed Departmental Pricing Schedule 2026/2027

Presented by the Acting Head of Governance & Communications who responded to Members' questions.

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

- Equality screening;
- Rural Needs Impact Assessment.

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

- the content of the narrative report be noted;
- the pricing points as outlined in the report to support the Estimates' 2026/2027 process be agreed.

8.3 Quarterly Finance Reports – Quarter 2 of 2025/2026

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

Members noted the content of the following:-

- the information contained in the narrative report;
- the report on Repairs & Renewals for Q2 of 2025/2026;
- the report on Department for Communities' budgets for Q2 of 2025/2026.

8.4 Management Accounts – Period 6 of 2025/2026

Presented by the Head of Finance.

The Management Accounts for the period ending the 30th September 2025, together with the narrative report by way of explanation, were provided and duly noted.

The Head of Assets and the Acting Head of Governance & Communications left the Chamber during discussion. (6.36 pm)

8.5 Reserves as at 31st March 2025

Information on the Reserves Summary as at the 31st March 2025 had been presented to the Committee on the 8th October 2025. That meeting had requested further information on the Reserves.

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

- Reserves as at 31st March 2025;
- Breakdown of legal costs for Period 6 of 2025/2026.

It was proposed by Alderman P Porter, seconded by Councillor A Ewing and agreed to recommend that the information contained in the report be noted and that the earmarking of Reserves as set out in the report be agreed.

The Head of Finance agreed to provide additional information on the Income and Expenditure on specific budget lines.

Councillor P Catney left the meeting on a remote basis during discussion of this item. (6.54 pm)

8.6 Consolidated Scheme of Allowances Payable to Councillors

Presented by the Head of Finance.

The following documents had been provided with the report. Their contents were noted and agreed.

- Circular LG17/2025 from the Department for Communities providing revised rates for Basic and Special Responsibility Allowances applicable from 1st April 2025;

- the Council's updated Scheme of Allowances Payable to Councillors for the period 1st April 2025 – 31st March 2026.

8.7 HMRC VAT Assessment

During the course of discussion of this item, the Chair, Councillor B Higginson, left the meeting at 7.20 pm to attend another engagement (as previously advised to the Chief Executive). The Vice-Chair, Councillor J Bamford, took the Chair and conducted the remainder of the business before the meeting.

This item was presented by the Head of Finance who, together with the Chief Executive, responded to Members' questions. These officers gave assurances that they were content with the current processing and submission of VAT returns.

The report in regard to a VAT assessment by HMRC was noted.

During discussion, the following Members left the Chamber:-

- The Right Worshipful The Mayor, Alderman A Grehan. (6.56 pm)
- Councillor A Ewing. (7.05 pm)
- The Chair, Councillor B Higginson. (7.20 pm)
- Alderman A Ewart. (7.27 pm)

8.8 On-Call Policy

Presented by the Head of Human Resources & Organisation Development.

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

- draft of the proposed On-Call Policy;
- current On-Call Policy;
- On-Call Policy showing tracked changes;
- Equality screening document.

It was proposed by Alderman M Gregg, seconded by Alderman P Porter and agreed to recommend that:-

- the amended On-Call Policy be approved to progress to JCNF for consultation;

- the policy be reviewed in 12 months' time and at that time, information be provided as to the number of times each on-call person had been called out.

8.9 Training Policy

Presented by the Head of Human Resources & Organisation Development.

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

- draft of the proposed Training Policy;
- current Training Policy;
- Equality screening document.

It was proposed by Alderman P Porter, seconded by Councillor J Harpur and agreed to recommend that the amended Training Policy be approved to progress to JCNF for consultation.

8.10 Salary Sacrifice Shared Cost AVCs (Additional Voluntary Contributions)

Presented by the Head of Human Resources & Organisation Development.

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

- proposed Pension Policy 2025;
- Equality screening document.

It was proposed by Alderman P Porter, seconded by Councillor J Harpur and agreed to recommend that:-

- the intention to implement Shared AVCs (Additional Voluntary Contributions) be approved;
- the proposed Pension Policy be approved to progress to consultation with the Council's recognised trade unions through the JCNF.

8.11 Succession Planning

Presented by the Head of Human Resources & Organisation Development.

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

- paper entitled "Proposed Succession Planning and Workforce Development Approach";
- Equality screening document.

It was proposed by Councillor J Harpur, seconded by Councillor R Carlin and agreed to recommend that:-

- the salary increases for Higher Level Apprenticeships be approved effective from the date of ratification of decision;

- the proposed salary for Graduate posts be approved.

8.12 Employment Procedures

As reported earlier in the meeting, this item of business had been removed from the agenda to allow for investigation of a query that had arisen earlier in the day.

9. Any Other Business – Confidential

9.1 Council Chamber – Acoustics
Alderman P Porter

Alderman P Porter asked that the sound system in the Council Chamber be looked at in view of the acoustics in the Chamber not being of a good quality.

9.2 Council Mobile Phones
Councillor T Beckett

Councillor T Beckett referred to issues with his mobile phone which he was experiencing since the change in the Council's mobile provider. Councillor Beckett was aware that other Members were experiencing similar issues.

The Head of Organisation Development & Innovation confirmed that Officers were aware of ongoing issues concerning mobile phones and that such issues were being actively pursued with the provider.

Resumption of Normal Business

It was proposed by Councillor N Parker, seconded by Alderman P Porter and agreed to come out of Committee and normal business and the recording were resumed. (8.07 pm)

10. Any Other Business

Dealt with under Item 7.

After the Acting Chair, Councillor J Bamford, had thanked those present for their attendance, the meeting concluded at 8.07 pm.

MAYOR/CHAIR

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 6 October, 2025 at 10.00 am

PRESENT IN CHAMBER:	Alderman J Tinsley (Chair) Councillor G Thompson (Vice-Chair) Aldermen O Gawith and M Gregg Councillors S Burns, D J Craig, J Laverty BEM, A Martin and N Trimble
PRESENT IN REMOTE LOCATION:	Councillors D Bassett and P Catney
IN ATTENDANCE:	Director of Regeneration and Growth Head of Planning & Capital Development Principal Planning Officer (PS) Senior Planning Officers (MB, PMcF and GM) Member Services Officers (CR, EW and FA) Cleaver Fulton Rankin Mr B Martyn, Legal Advisor Ms O Kelly (remote attendance) Mr S Masterson (remote attendance) Ms C McPeake (remote attendance) Mr P Lockhart (remote attendance)

Commencement of Meeting

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

1. Apologies

   There were no apologies.

2. Declarations of Interest

   Councillor A Martin declared a non-pecuniary interest in planning application LA05/2024/0850/F as he was a Director on Lagan Valley Regional Park Limited Board. He would withdraw from the Council Chamber during consideration of this application.

2. Declarations of Interest (Contd)

The Chair, Alderman J Tinsley, stated that, by virtue of being Members of Council, all other Members of the Planning Committee would have an interest in this planning application. However, the dispensation under paragraph 6.6 of the Code of Conduct applied and Members were permitted to speak and vote on the application.

3. Minutes of Meeting of Planning Committee held on 8 September, 2025

It was agreed that the minutes of the meeting of Committee held on 8 September, 2025 be confirmed and signed.

Councillor D J Craig arrived at the meeting (10.03 am).

4. Report from the Head of Planning & Capital Development

4.1 Schedule of Applications

The Chair, Alderman J Tinsley, advised that there had been 1 major and 5 local applications on the schedule for consideration at the meeting; however, application LA05/2023/0069/O had been withdrawn from the schedule.

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) LA05/2024/0401/F – Proposed battery energy storage system (BESS) 600MW, landscaping and ancillary development on lands approximately 230 metres east of 2 Moneybroom Road, Lisburn

Councillor N Trimble arrived at the meeting during consideration of this application (10.09 am).

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

The Committee received Mr L Ross to speak in support of the application and a number of Members' queries were addressed.

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

(i) LA05/2024/0401/F – Proposed battery energy storage system (BESS) 600MW, landscaping and ancillary development on lands approximately 230 metres east of 2 Moneybroom Road, Lisburn (Contd)

Debate

During debate:

- the Chair, Alderman J Tinsley, welcomed this development, which would bring significant investment to the Council area and would benefit residents widely. He commended Officers for their work on this application;
- Councillor D J Craig echoed the Chair's comments. Energy storage was a critical part of the overall infrastructure of electricity in Northern Ireland and Councillor Craig welcomed this development; and
- Alderman M Gregg stated that he saw the value in adding this additional resilience to the energy generation network. He was in support of the recommendation of the Planning Officer to approve planning permission.

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 entirety of this item, Councillor N Trimble did not participate in the vote.

(ii) LA05/2024/0850/F – Erection of a new community hall, car park and associated site works on lands 45 metres north of 142-196 Ashmount Gardens Lisburn

Having declared an interest in this matter, Councillor A Martin left the Council Chamber whilst it was being considered (10.36 am).

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

No-one was registered to speak on this application. However, Ms C Millar was attending remotely on behalf of the applicant and was available to answer questions. There were no questions put to Ms Millar.

A number of Members' queries were addressed by Planning Officers.

During discussion, it was agreed that, should this application be approved, the applicant would be asked to take account of Members' request that an outside water tap be provided.

Debate

During debate:

- the Chair, Alderman J Tinsley, welcomed this facility which would benefit the local community whilst still leaving a large green area of open space; and

(ii) LA05/2024/0850/F – Erection of a new community hall, car park and associated site works on lands 45 metres north of 142-196 Ashmount Gardens Lisburn (Contd)

- Alderman M Gregg echoed the Chair's comments. However, he stated his disappointment that there was no renewable energy integrated into this building, but was heartened that it may be considered in the future. He also encouraged the need for an outside water tap.

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.

Councillor A Martin returned to the meeting at this point (10.50 am).

At this point in the meeting, the Head of Planning & Capital Development advised that additional information had been received in respect of the next application on the schedule. Officers had had an opportunity to consider this information and would be in a position to offer advice on the matters raised at the end of the Officer's presentation. This information had been circulated to Members and to the third party who would be speaking in objection to the application. It was agreed that there would be a short recess to afford time for the information to be considered.

Adjournment of Meeting

The Chair, Alderman J Tinsley, declared the meeting adjourned at this point for a comfort break (10.52 am).

Resumption of Meeting

The meeting was resumed at 11.07 am.

(iii) LA05/2023/0494/F – Conversion of and single storey extension to disused mill to a dwelling with associated site works on lands approximately 33 metres southwest of 18 Gransha Close, Comber

Prior to this application being presented by the Planning Officer, it was proposed by Councillor J Laverty and seconded by Alderman O Gawith that the application be deferred for a site visit in order that Members could see and understand what was being proposed. On a vote being taken, this proposal was declared 'carried', the voting being 9 in favour and 2 against.

The Chair, Alderman J Tinsley, acknowledged that there were registered speakers present in the public gallery. He thanked them for their attendance and indicated that the application would be brought back to the next meeting of the Committee.

(iv) LA05/2023/0251/F – New agricultural shed at 390 Ballynahinch Road, Hillsborough

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

No-one was registered to speak on this application.

A number of Members' queries were addressed 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 refuse this application.

(v) LA05/2024/0714/F – Proposed erection of 30 dwellings including 14 Detached, 12 semi-detached and 4 apartments (change of house type and reduction of 3 units to site 214-217, 224-239, 248-254 & 292-297 previously approved under S/2014/0623/RM), open space provision, landscaping, NIE substation and all other associated site works at lands approximately 80 metres west of 1-15 (odds) Ayrshire Road, and approximately 120 metres north of 2-4 Woodbrook Manor, Lisburn

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

No-one was registered to speak on this application.

A number of Members' queries were addressed by Planning Officers.

Debate:

During debate:

- the Chair, Alderman J Tinsley, welcomed this development, which because of re-arranging due to NIE's concerns, had brought about an additional 6 affordable housing units;
- Alderman O Gawith welcomed the developer providing a high standard of development. He was glad that the affordable housing units would also meet those standards. As to any concern regarding how many units could be occupied before the affordable units were, given that the developer had reduced the number of units by 3 and that it was a new requirement, Alderman Gawith was not troubled as much as he had been on previous occasions. He welcomed the development overall; and

(v) LA05/2024/0714/F – Proposed erection of 30 dwellings including 14 Detached, 12 semi-detached and 4 apartments (change of house type and reduction of 3 units to site 214-217, 224-239, 248-254 & 292-297 previously approved under S/2014/0623/RM), open space provision, landscaping, NIE substation and all other associated site works at lands approximately 80 metres west of 1-15 (odds) Ayrshire Road, and approximately 120 metres north of 2-4 Woodbrook Manor, Lisburn (Contd)

- Alderman M Gregg concurred with Alderman Gawith. He also welcomed the fact that the application met with policy RE2. To avoid future questions around thresholds of HOU10 and affordable housing, he suggested that the wording in paragraph 115 of the report be taken into consideration for future reports and be amended to include the word 'private'. He welcomed the inclusion of a statement in the report specifying which units were affordable housing.

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.

Councillor P Catney left the meeting at this point (11.44 am).

4.2 Statutory Performance Indicators – August 2025

It was agreed that information relating to Statutory Performance Indicators for August be noted.

4.3 Appeal Decision – LA05/2023/0134/A

Members noted the report and decision of the Planning Appeals Commission in respect of the above appeal.

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

Members noted from the report, information regarding notification by telecommunication operators of intention to utilise Permitted Development Rights at a number of locations in the Council area.

4.5 Update to the Protocol for the Operation of the Planning Committee

It was proposed by Councillor A Martin, seconded by Alderman M Gregg and agreed that approval be given to the change in the Protocol for the Operation of the Planning Committee in respect of Pre-Determination Hearings with the deletion of paragraph 34.

4.5 Update to the Protocol for the Operation of the Planning Committee (Contd)

The Director of Regeneration and Growth advised that, as the Protocol for the Operation of the Planning Committee was an appendix to the Council's Standing Orders, this amendment would also require to be approved through the Corporate Services Committee.

5. Any Other Business

5.1 RTPI Planning Event – Building Better Communities
27 October, 2025 – Cookstown

The Head of Planning & Capital Development reminded Members that he had previously circulated details of the above event. It was agreed that any Members wishing to attend notify the Member Services Officer, it being noted that the only cost involved would be mileage.

Conclusion of the Meeting

At the conclusion of the meeting, the Chair, Alderman J Tinsley, thanked those present for their attendance.

There being no further business, the meeting was terminated at 11.51 am.

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Chair/Mayor

Lisburn & Castlereagh City Council

Committee:	Full Council
Date:	25 November 2025
Report from:	Chief Executive

Item for:	Decision
Subject:	King's Award for Volunteering

1.0 **Purpose of Report:**

To advise Members of the success of two local community organisations in achieving the King's Award for Volunteering, and to seek agreement for civic receptions to mark this achievement.

2.0 **Background**

Following recent submissions for the honour of the King's Award for Volunteering, two community organisations from Lisburn & Castlereagh City Council have been notified of their successful application:

- Ballymacash Sports Academy (BSA)
- Live Life Wellbeing

Both groups have worked closely with Council over the past number of years, benefitting from financial, community and asset support to expand their activities and facilities.

Ballymacash Sports Academy was the first recipient of the Council's Community Investment Fund (CIF), enabling construction of new unisex changing facilities, cryo spa and viewing gallery. Furthermore, our Parks & Amenities team supported creation of a pocket forest and allotments at the Bluebell Stadium site. Alongside high-quality sporting and leisure facilities, BSA delivers community wellbeing programmes, fitness initiatives, and social groups for older residents. By partnering with organisations such as Live Life, local Scouting, and youth groups, the Academy provides a holistic service promoting health, inclusion, and active living for people of all ages.

Through Community Planning, and led by the Council, a neighbourhood plan for Ballymacash was developed this summer, with the Academy playing a key role as a driver for improvement in the local community.

It is Officers' understanding that the participants of **Live Life Well-being** are the first young adults with disabilities in the UK to receive the King's Award for Volunteering. The service provides support to young people with additional needs aged 19 – 35. The Group was recently appointed as the Council's partner for the first community asset transfer at the Grove in Lisburn. With this transfer, the group has raised over £1m towards refurbishment. Works are nearing completion, enabling Live Life to expand client services and provide modern facilities accessible to the wider community.

Through diverse programmes and opportunities, young people are empowered to lead enriched and fulfilled lives, becoming active contributors and valued members of the local community.

	Presentation of Awards Notification has been received from the office of the Lord Lieutenant for Antrim, Mr David McCorkell, that both groups will receive a media pack from the Northern Ireland Representative of the King's Award for Voluntary Service. Formal presentation of the award is likely to be made early in the New Year by the Lord Lieutenant.
3.0	**Proposed Civic Recognition** To celebrate their award success and investment in both their communities and local facilities, it is proposed that Council host separate civic receptions for each group, in partnership with the Lord Lieutenant to include formal presentation of the award. **- Proposed Venue:** Island Hall, Lagan Valley Island - **Proposed Invitees:** Volunteers associated with the groups and all Elected Members, recognising the support of several committees to the growth journey of both organisations. **- Catering:** Provided through the Council's catering provider at Lagan Valley Island. **- Dates:** It is envisaged that dates would be identified for early in the New Year to meet availability of the Lord Lieutenant, the groups, the Mayor and availability of the Island Hall.
4.0	**Anticipated Budget** It is anticipated that each event can be delivered for a cost of £30 per head. Based on 200 attendees per event, it is estimated that the total costs would not exceed £12,000. These costs include catering, room dressing and entertainment.
5.0	**<u>Recommendation</u>** Members are asked to: • Note the success of Ballymacash Sports Academy and Live Life Wellbeing in achieving the King's Award for Volunteering; and • Agree the hosting of separate civic receptions for both organisations in the Island Hall, in partnership with the Lord Lieutenant.
6.0	**<u>Finance and Resource Implications</u>** Costs will be covered by the Civic Events Budget
7.0	**<u>Equality/Good Relations and Rural Needs Impact Assessments</u>**

7.1	Has an equality and good relations screening been carried out on the proposal/project/policy?	N/A
7.2	Brief summary of the key issues identified and proposed mitigating actions **<u>or</u>** rationale why the screening was not carried out	
7.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	N/A
7.4	Brief summary of the key issues identified and proposed mitigating actions **<u>or</u>** rationale why the screening was not carried out.	

Appendices:	N/A

Lisburn & Castlereagh City Council

Committee:	Full Council
Date:	25 November 2025
Report from:	Chief Executive

Item for:	Decision
Subject:	Rescheduling of December Committee Meetings Commencement Times

1.0 **Background**

1. In line with Standing Order 29.5 Day and Hour of Committee Meetings, a Committee can decide to to reschedule the day and/or commencement time of their respective Committee meetings which may be required for the efficient conduct of business.

2. There are a number of December Committee Meetings which are due to take place on the same evening as the Community Christmas Switch-On events and therefore agreement is required to bring forward the meeting start times of those Committees affected to accommodate Members' attendance at these community events.

Key Issues

1. The following sets out those Committee Meetings that are affected by the Community Switch-On events. The proposed rescheduled start times are also stated.

   - **Communities & Wellbeing Committee on 2 December** (Drumbeg Community Association Switch-on at 6.40 pm) Proposed Committee start time **5 pm**.

   - **Environment & Sustainability Committee on 3 December** (Moneyreagh & District Community Association Switch-on at 6.45 pm) Proposed Committee start time **5 pm**

   - **Regeneration & Growth Committee on 4 December** (Aghalee Village Hall Switch-on at 8.00 pm) Proposed Committee start time **5.30 pm**

   - **Governance & Audit Committee on 11 December** (Switch-On in Moat Park, Dundonald at 6.30 pm) Proposed Committee start time **5.00 pm**

2. The serving times for food prior to each Committee meeting would also require to be amended accordingly.

2.0 **Recommendation**

It is recommended that Members consider the above change in Committee meeting commencement times for the Committees affected by the Community Christmas Switch-On events.

3.0 **Finance and Resource Implications**

	No additional finance or resource implications	
4.0	**Equality/Good Relations and Rural Needs Impact Assessments**	
4.1	Has an equality and good relations screening been carried out on the proposal/project/policy?	N/A
4.2	Brief summary of the key issues identified and proposed mitigating actions **or** rationale why the screening was not carried out	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	N/A
4.4	Brief summary of the key issues identified and proposed mitigating actions **or** rationale why the screening was not carried out.	

Appendices:	N/A

Lisburn & Castlereagh City Council

Committee:	Full Council Meeting
Date:	25 November 2025
Report from:	Chief Executive

Item for:	Decision
Subject:	Requirement to enter into a Section 76 planning agreement for planning application LA05/2021/0789/F

1.0 **Background**

1. Section 76 (1) of the Planning Act (Northern Ireland) 2011 (the Act) provides that any person with an estate in land may enter into an agreement with the relevant authority to:

    - Facilitate or restrict the development or use of land in any specified way;
    - Require specified operations or activities to be carried out in, on, under or over land;
    - Require the land to be used in a specified way;
    - Require a sum or sums to be paid to the planning authority or to a Northern Ireland government department on specified date/dates or periodically.

Key Issues

1. It was resolved at a meeting of the Planning Committee on 07 April 2025 to grant planning permission for a proposed residential development comprising 10 two-storey semi-detached dwellings, provision of hard and soft landscaping including retaining walls, provision of in curtilage car parking spaces, electric charging points and associated site works on land to the north of 56 Magheralave Road Lisburn.

2. The recommendation presented was subject to the developer entering into a Section 76 planning agreement to ensure that adequate provision is made for affordable housing as an integral part of the development in accordance with Policy HOU10 of the Lisburn and Castlereagh City Council Local Development Plan.

3. The Developer Covenants with the Council at the first schedule of the agreement that no more than six of the of the proposed dwellings will be occupied until the two affordable housing units at sites one and two are available for occupation.

4. The wording of the covenant at Schedule 1 is broadly consistent with the recommendation in the planning report (see paragraphs 102 to 104) albeit the trigger point for the construction of the affordable housing units is earlier in the covenant than was specified in the report at eight units.

5. A copy of the Agreement is attached (see Appendix) and is also to be entered into under Article 8 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 2002 and Section 79 of the Local Government Act (Northern Ireland)

	2014 and all other enabling powers must also accord with the Strategic Planning Policy Statement for Northern Ireland. 6. Under the Planning Act (NI) 2011 the Agreement must be sealed by the Council, under the Council's constitution the signing of legal documents and the affixing of the corporate seal is delegated to the Chief Executive.	
2.0	**Recommendation** It is recommended that the Council consider the above and that approval be granted to the signing and sealing of this Agreement by the Mayor and Chief Executive.	
3.0	***Finance and Resource Implications*** The Developers shall pay to the Council on completion of this Deed the legal costs of the Council incurred in the negotiation, preparation and execution of this Deed. The Developers shall also pay to the Council on completion of this Deed a fee as a contribution towards the Council's costs of monitoring the implementation of this Deed.	
4.0	***Equality/Good Relations and Rural Needs Impact Assessments***	
4.1	Has an equality and good relations screening been carried out?	N/A
4.2	This a legal agreement necessary for a planning decision. The policies that informed the decision have been subject to EQIA screening	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	N/A
4.4	This a legal agreement necessary for a planning decision. The policies that informed the decision have been subject to RNIA screening.	

Appendices:	**APPENDIX 1 –** Section 76 Agreement – LA05/2021/0789/F

Dated 2025

Planning Obligation under Section 76 of the Planning Act (Northern Ireland) 2011

relating to

Planning Application LA05/2021/0789/F

re

land at to the north of 56 Magheralave Road, Lisburn

between

LISBURN & CASTLEREAGH CITY COUNCIL

and

NORTH LISBURN DEVELOPMENT CONSORTIUM LIMITED

THIS DEED is dated day of 2025

BETWEEN

(1) **LISBURN & CASTLEREAGH CITY COUNCIL** of Island Civic Centre, Lagan Valley Island, Lisburn, BT27 4RL ("the **Council**"); and

(2) **NORTH LISBURN DEVELOPMENT CONSORTIUM LIMITED** (company registration number NI043539) whose registered address is Carson McDowell, Murray House, Murray Street, Belfast **("NLDC")**.

BACKGROUND

a) The Council is the local planning authority for the purposes of the Planning Act (as defined below) for the area in which the Property is situated.

b) NLDC has submitted the Planning Application and is proposing to carry out the Development.

c) NLDC is the registered owner of Folio 272 County Antrim. Ownership of the Property is confirmed in the Certificate of Title. The Mortagee holds a charge over the Property.

d) The Council, having regard to the provisions of the Local Plan and to all other material considerations, resolved at its meeting on 2 September 2024 that the Planning Permission should be granted for the subject to the prior completion of this agreement.

AGREED TERMS

1. INTERPRETATION

The following definitions and rules of interpretation apply in this agreement:

1.1 Definitions:

Affordable Housing: is housing that is provided outside of the general market for those whose needs are not met by the market. Affordable housing which is funded by Government must remain affordable or alternatively there must be provision for the public subsidy to be repaid or recycled in the provision of new affordable housing and includes any of:

a) Social Rented Housing;

b) Intermediate Housing for Sale;

c) Intermediate Housing for Rent; or

d) such other type of housing which in the opinion of the Council (acting reasonably), at the request of NLDC in writing, could be considered to be Affordable Housing for the purposes of this agreement.

Available for Occupation: means together the following:

a) Available for Occupation; and

b) the issuance of a Building Regulations Completion Certificate pursuant to the Building Regulations (Northern Ireland) 2012 (as amended)

Commencement of Development: the carrying out in relation to the Development of any material operation as defined by section 63 of the Planning Act but disregarding for the purposes of this deed and for no other purpose, the following operations:

- demolition works;
- site clearance;
- ground investigations;
- site survey works;
- temporary access construction works;
- archaeological investigation; and
- erection of any fences and hoardings around the Property.

Commence, Commences and **Commenced** shall be construed accordingly.

Development: the development of the Property authorised by the Planning Permission.

Intermediate Housing for Rent: means housing delivered by a Registered Housing Association that is made available at a cost lower than private market rent but higher than social rented housing rent, usually at a set percentage below prevailing local market rent and usually only made available to prospective tenants based on the household's total income or the proportion of the total income likely to be spent on housing costs.

Intermediate Housing for Sale: means shared ownership housing provided through a Registered Housing Association (for example, the Co Ownership Housing Association) in order to help households who can afford a small mortgage, but that are not able to afford to buy a property outright. The property is split between part ownership by the householder and part social renting from the Registered Housing Association. The proportion of property ownership and renting can vary depending on householder circumstances and preferences;

Monitoring Fee: means £1500 being the fee payable to the Council towards its reasonable and proper costs in monitoring compliance with this Deed;

Occupation: means with respect to the Residential Units, to beneficially occupy but not including occupation by persons engaged in construction fitting out or decoration or occupation as a showroom or sales office for advertising or display purposes or occupation in relation to site security and management of the Property. "Occupied" shall be construed accordingly.

Property means the property, being lands to the north of 56 Magheralave Road, Lisburn as indicatively outlined in red on the plan attached at Annex A and comprised within FOLIO 272 County Antrim.

Planning Application: the application for the erection of residential development comprising 10 Residential Units comprising two-storey semi-detached dwellings, provision of hard and soft landscaping including retaining walls, provision of in curtilage car parking spaces, electric charging points and all associated site works and assigned planning reference number LA05/2021/0789/F.

(each a "Residential Unit"),

Planning Permission: the planning permission to the Planning Application.

Plans: the plans annexed hereto at Annex A and marked Plan 1 Plan 2 etc.

Planning Act: Planning Act (Northern Ireland) 2011.

Registered Housing Association (s): a housing association registered with and regulated by the Department for Communities as a social housing provider. **Registered Housing Associations** shall be construed accordingly.

Residential Unit: a building or part of a building intended for use as a separate dwelling in the occupation of one household and which shall include, without prejudice to the generality for the foregoing, an apartment, a maisonette, a semi-detached dwelling, a town house or terrace property or a detached dwelling house.

Social Rented Housing: housing provided at an affordable rent by a Registered Housing Association; that is, one which is registered and regulated by the Department for Social Development as a social housing provider. Social rented accommodation should be available to households in housing need and is offered in accordance with the Common Selection Scheme, administered by the Northern Ireland Housing Executive, which prioritises households who are living in unsuitable or insecure accommodation.

Working Day: any day which is not a Saturday, a Sunday, a bank holiday or a public holiday in Northern Ireland.

1.2 Clause headings shall not affect the interpretation of this agreement.

1.3 A **person** includes a natural person, corporate or incorporated body (whether or not having separate legal personality).

1.4 A reference to a **company** shall include any company, corporation or other body corporate, wherever and however incorporated or established.

1.5 Unless the context otherwise requires, words in the singular shall include the plural and in the plural shall include the singular.

1.6 Unless the context otherwise requires, a reference to one gender shall include a reference to other genders.

1.7 A reference to any party shall include that party's personal representatives, successors in title, assigns, or any other persons deriving title in respect of the Property and in the case of the Council the successors to its respective statutory functions.

1.8 Unless the context otherwise requires, a reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time.

1.9 Unless the context otherwise requires, a reference to a statute or statutory provision shall include any subordinate legislation made from time to time under that statute or statutory provision.

1.10 A reference to **writing** or **written** excludes fax and email.

1.11 A reference to **this agreement** or to any other agreement or document referred to in this agreement is a reference to this agreement or such other agreement or document as varied and novated (in each case, other than in breach of the provisions of this agreement) from time to time.

1.12 References to clauses and Schedules are to the clauses and Schedules of this agreement.

1.13 An obligation on a party not to do something includes an obligation not to allow that thing to be done.

1.14 Any words following the terms **including, include, in particular, for example** or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.

1.15 Where an obligation falls to be performed by more than one person, the obligation can be enforced against every person so bound jointly and against each of them individually.

2. STATUTORY PROVISIONS

2.1 This agreement constitutes a planning agreement for the purposes of section 76 of the Planning Act, and any other enabling powers.

2.2 The covenants, restrictions and obligations contained in this agreement are planning obligations for the purposes of section 76 of the Planning Act and are entered into by NLDC and the Council with the intention that they bind the interest held by those persons and their successors and assigns in the Property

2.3 Insofar as any of the covenants, restrictions and obligations contained in this agreement are not planning obligations for the purposes of section 76 of the Planning Act they are entered into freely by NLDC, and the Council by virtue of Article 8 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 2002, Article 79 of the Local Government Act (Northern Ireland) 2014 and all other enabling powers with the intention that they bind the respective interests held by those persons in the Property and their respective successors and assigns.

2.4 The Council is the local authority by which the covenants, restrictions and requirements imposed upon NLDC under this agreement are enforceable.

2.5 This agreement shall not be enforceable against any purchaser, tenant, lessee or similar occupier of a Residential Unit within the Development as well as any utility provider after the transfer or lease of apparatus to it/them provided that the said lessee, tenant or similar occupier is not a group company of NLDC.

3. **CONDITIONALITY**

This agreement shall come into effect on the date hereof with the exception of the covenants, undertakings and obligations contained within the Schedules hereto which shall bind the Property and every part of each of them upon the Commencement of Development.

4. **COVENANTS BY NLDC**

NLDC covenants with the Council to observe and perform the covenants, restrictions and obligations contained in Schedule 1 on behalf of itself and its successors in title and all persons claiming through or under it so as to bind each and every part of the Development and the Property.

5. **COVENANTS BY THE COUNCIL**

The Council covenants as a separate covenant with NLDC to observe and perform the covenants, restrictions and obligations contained in Schedule 2 on behalf of itself and its successors in title and all persons claiming through or under it.

6. **RELEASE**

No person or party shall be liable for any breach of a covenant, restriction or obligation contained in this agreement after parting with all of its interest in the Property or the part of the Property, as the case may be in respect of which the relevant covenant, restriction or obligation exists, except in respect of any breach subsisting prior to parting with such interest for which that person or party was responsible prior to parting with such interest.

7. **DETERMINATION OF AGREEMENT**

The obligations in this agreement, shall cease to have effect if before the Commencement of Development in respect of the Property if the Planning Permission:

(a) expires;

(b) is varied or revoked other than at the request of NLDC; or

(c) is quashed following a successful legal challenge (including on foot of an application for judicial review pursuant to Order 53 of The Rules of the Court of Judicature (NI) 1980).

8. **STATUTORY CHARGE**

This agreement is registrable as a statutory charge in accordance with section 76 and section 245 of the Planning Act and shall be registered as a statutory charge on the statutory charges register by the Council. The parties consent to the registration of this deed as a statutory charge. .

9. **COSTS**

NLDC shall pay to the Council on or before the date of this deed the Council's reasonable and proper legal costs together with all disbursements incurred in connection with advice to the council relating to this deed and the drafting, preparation, negotiation, completion and registration of this deed.

10. INTEREST ON LATE PAYMENT

If any sum or amount has not been paid to the Council by the date it is due, NLDC shall pay the Council interest on that amount at the Default Interest Rate (both before and after any judgement). Such interest shall accrue on a daily basis for the period from the due date to and including the date of payment.

11. OWNERSHIP

NLDC warrants that no person other than NLDC save for a charge in favour of AIB Group (UK) p.l.c., has any legal or equitable interest in the Property. Until the covenants, restrictions and obligations in Schedule 1 have been complied with, NLDC will give to the Council within 10 Working Days, the following details of any conveyance, transfer, lease, assignment, mortgage or other disposition entered into in respect of all or any part of the Property as the case may be:

(a) the name and address of the person to whom the disposition was made; and

(b) the nature and extent of the interest disposed of.

12. REASONABLENESS

Any approval, consent, direction, authority, agreement or action to be given by the Council under this agreement shall not be unreasonably withheld or delayed.

13. CANCELLATION OF ENTRIES

13.1 On the written request of NLDC at any time after each or all of the obligations contained in Schedule 1 have been satisfactorily performed or otherwise discharged or if this agreement is determined pursuant to clause 7 (and subject to the payment of the Council's reasonable and proper costs) the Council will issue a written confirmation of such performance and will within 20 Working Days of receipt of such written request lodge the appropriate application to cancel all entries made in the statutory charges register in respect of this agreement and furnish a copy of this application to NLDC's solicitors.

13.2 On the application of NLDC at any time after the date of this agreement to modify or discharge this agreement, save for the circumstances arising in 13.1 above, then (subject to the payment of the Council's reasonable and proper costs) the Council will within 20 Working Days of receipt of such application publicise notice of the application in accordance with the Planning (Modification and Discharge of Planning Agreements) Regulations (Northern Ireland) 2015 and shall determine the application, and cancel any entry on the statutory charges register in respect of this agreement, as soon as reasonably practicable thereafter.

14. DISPUTES

Any dispute or difference arising between the parties with regard to their respective rights and obligations as to any matter or thing in any way arising out of or connected with the Deed will, except as otherwise expressly provided, be referred to the Courts of Northern Ireland for final determination and the parties agree that the courts of Northern Ireland shall have exclusive jurisdiction in respect of all matters under or in connection with this Agreement.

15. NO FETTER OF DISCRETION

Nothing (contained or implied) in this agreement shall fetter or restrict the Council's statutory rights, powers, discretions and responsibilities.

16. WAIVER

No failure or delay on the part of any party to exercise any right or remedy provided under this agreement or by law shall constitute a waiver of that or any other right or remedy. No single or partial exercise of such right or remedy shall prevent or restrict the further exercise of that or any other right or remedy.

17. FUTURE PERMISSIONS

Nothing in this agreement shall prohibit or limit the right to develop any part of the Property in accordance with any planning permission (other than the Planning Permission or modification, variation or amendment thereof pursuant to Section 54 of the Planning Act (Northern Ireland) 2011) granted after the date of the Planning Permission, as the case may be.

18. AGREEMENTS AND DECLARATIONS

The parties agree that:

(a) nothing in this agreement (including the covenants contained within Schedule 1 to this deed) constitutes a planning permission or an obligation to grant planning permission; and

(b) nothing in this agreement grants planning permission or any other approval, consent or permission required from the Council in the exercise of any other statutory function.

19. NOTICES

19.1 Any notice or other communication to be given under this agreement must be in writing and must be:

(a) delivered by hand; or

(b) sent by pre-paid first class post or other next Working Day delivery service.

19.2 Any notice to be given under this agreement must be sent to the relevant party as follows:

(a) to the Council at the Council's Civic Headquarters, Lagan Valley Island, Lisburn, BT27 4RL marked for the attention of the Head of Service for Planning and Capital Development; and

(b) to NLDC at at the address shown in this agreement, or as otherwise specified by the relevant party by notice in writing to each other party.

19.3 Any notice or other communication given in accordance with clause 18.1 and clause 19.2 will be deemed to have been received:

(a) if delivered by hand, on signature of a delivery receipt provided that if delivery occurs before 9.00 am on a Working Day, the notice will be deemed to have been received at 9.00 am on that day, and if delivery occurs after 5.00 pm on a Working Day, or on a day which is not a Working Day, the notice will be deemed to have been received at 9.00 am on the next Working Day; or

(b) if sent by pre-paid first class post or other next Working Day delivery service, at 9.00 am on the second Working Day after posting.

19.4 A notice given under this agreement shall not be validly given if sent by fax or email.

19.5 This clause does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

20. THIRD PARTY RIGHTS

A person who is not a party to this agreement shall not have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this agreement.

21. GOVERNING LAW

This agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of Northern Ireland.

22. VALIDITY AND ENFORCEABILTY

If any clause in this agreement is found to be invalid, illegal or unenforceable then such invalidity, illegality or unenforceability shall not affect the validity or enforceability of the remaining provisions of this agreement.

This agreement has been executed as a deed and is delivered and takes effect on the date stated at the beginning of it.

PRESENT when the **CORPORATE SEAL**
of the Council was affixed hereto
in the presence of:-

Mayor

Chief Executive

EXECUTED AS A **DEED**

By NORTH LISBURN DEVELOPMENT CONSORTIUM LIMITED acting by a director in the presence of:

[redacted]

Director

[redacted]

SIGNATURE OF WITNESS

NAME GRANT MCBURNEY

ADDRESS 4 MURRAY STREET, BELFAST

OCCUPATION SOLICITOR.

Schedule 1
Part A
COVENANTS BY NLDC

NLDC covenants with the Council as follows:

1. AFFORDABLE HOUSING

1.1 A minimum of two Residential Units shall be provided as Affordable Housing at the Property in accordance with Policy HOU10 of the Lisburn & Castlereagh City Council Local Development Plan 2032 Plan Strategy.

1.2 The Affordable Housing shall be located at Residential Unit numbers 1 and 2 shown on the plan contained in Annex B, unless otherwise agreed in writing with the Council prior to Occupation.

1.3 Prior to Occupation of the 6th Residential Unit permitted by the Planning Permission a minimum of 2 Affordable Housing Residential Units shall be Available for Occupation.

2. NOTIFICATION

2.1 To notify the Council of the Commencement of Development at the Property by serving a written notice at least 7 working days prior to the Commencement of Development.

2.2 To provide the Council with Certificate of Practical Completion in respect of the Affordable Housing at the Property within 10 working days of its issue.

2.3 To notify the Council of the Occupation Date of the Affordable Housing at the Property within 10 working days of its occurrence along with evidence demonstrating that each of the Affordable Housing Residential Units has been provided as Affordable Housing.

2.4 To notify the Council of any disposal of NLDC's interest in the Property and of the full name and registered office address of the new owner together with details of the date and nature and extent of the interest disposed of and the date of disposal within 10 Working Days of the date of disposal of the Property.

3. MONITORING FEE

3.1 On or before the date of Commencement of Development NLDC shall pay to the Council the Monitoring Fee for the purposes of monitoring compliance with this agreement.

3.2 Commencement of Development shall not occur until the Monitoring Fee has been paid.

Schedule 2
COVENANTS BY THE COUNCIL

The Council covenants with the Owner as follows:

The Council agrees to consider and determine any matters arising out of this Deed as soon as reasonably practicable.

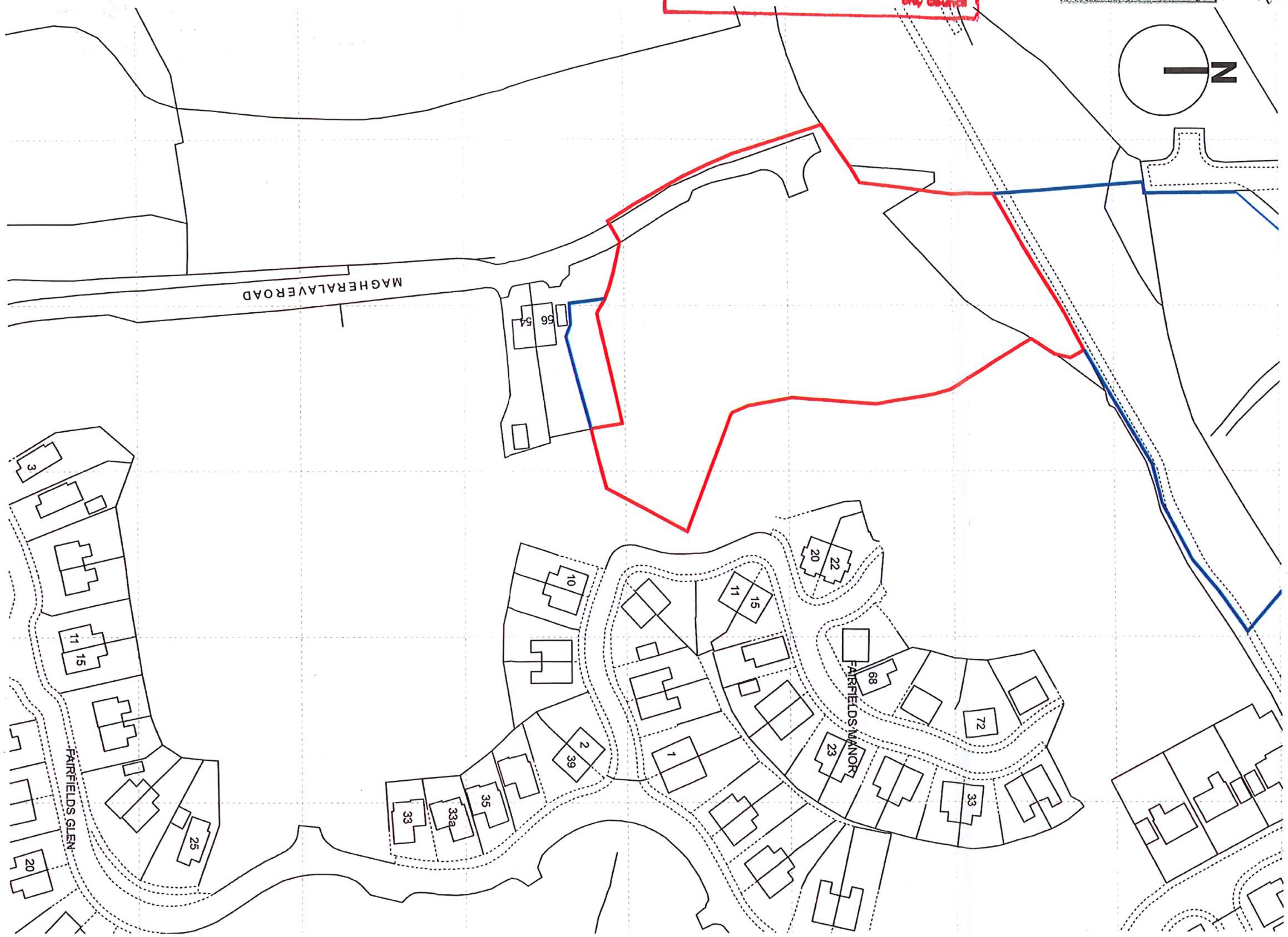
Annex A

Plans

SITE LOCATION MAP

Lisburn & Castlereagh City Council
Area Planning Office
RECEIVED
14 JUL 2021
File No. LA05/2021/0789/F

Drawing No. 07
LCCC Lisburn & Castlereagh City Council



THIS DRAWING IS SUBJECT TO PLANNING AND BUILDING CONTROL APPROVAL.

Revisions:

Client
North Lisburn Consortium

Project Title
Residential Development
Magheralave Rd, Lisburn

Drawing Title
Site Location Map

Scale	Date	Dwg By
1:1250(A3)	19.04.21	ED

MANOR ARCHITECTS
Architecture / Planning / Conservation
Stable Buildings, Manor House, 30a High Street,
Moneymore, Co. L/derry, BT45 7PD
Telephone : 028 867 48367
Email: ma@manorarchitects.com
Web: www.manorarchitects.com

Drawing No.
20-82-EX01

Annex B

Affordable Housing Plan


Proposed Site Plan
- scale 1:500
Magheralave Rd
Fairfields Glen
THIS DRAWING IS SUBJECT TO PLANNING AND BUILDING CONTROL APPROVAL.
© THE COPYRIGHT IN THIS DRAWING REMAINS VESTED WITH MANOR ARCHITECTS AND CANNOT BE REPRODUCED WITHOUT THE EXPRESS WRITTEN APPROVAL OF MANOR ARCHITECTS.
Client
North Lisburn Consortium
Project Title
Residential Development
Magheralave Rd, Lisburn
Drawing Title
Proposed Site Layout
Scale
1:500 (A1)
Date
01.09.2023
Dwg By
ND/AB/JP
MANOR ARCHITECTS
Drawing No.
20-82-PL01-k

Lisburn & Castlereagh City Council

Committee:	Full Council
Date:	25 November 2025
Report from:	Chief Executive

Item for:	Decision
Subject:	Internal Operating and Standing Order Adjustments

1.0 **Background and Key Issues**

1.1 The Corporate Services Committee of 12 February 2025 agreed a notice of motion on transparency and associated changes to standing orders.

1.2 The key issues arising from the Notice of Motion are as follows:

- Ensuring that decisions are made openly and can be subject to public scrutiny
- Options to facilitate the livestream of Full Council and Committee Meetings
- Publication of recordings within an appropriate timeframe
- Amendments to Standing Orders to require a recorded vote where the outcome is not unanimous

1.3 Appendix 1 provides further details on each of these 4 actions however, a summary is provided below for information.

1.4 **Key Issue 1** - Ensuring that decisions are made openly and can be subject to public scrutiny

The notice of motion recognised that the Council has made improvements to its processes in relation to transparency to help maintain public trust. The Notice of motion reaffirmed our commitment to "transparency by default" with all committee and council meeting documentation placed in the public domain as standard, unless they fall within the exemptions listed within Schedule 6 of the Local Government Act (Northern Ireland) 2014.

To ensure this high level of transparency, Officers and the Corporate Management Team actively examine the validity of proposed confidential reports prior to presentation to Council and Committee meetings. Furthermore, this Council has taken additional measures, over and above the legislative requirement, in that confidential reports are published after consideration where appropriate with redactions being applied as necessary.

Outcome – Members to note the continued high levels of transparency in this Council

1.5 **Key issue 2** – Options to facilitate livestream of Full Council and Committee Meetings

The Council already exceeds legislative requirements by livestreaming the Council meeting and by releasing audio recordings of Committee meetings after the Committee minutes have been ratified.

Initial investigating of livestreaming of all Committee Meetings would require additional technical and financial resource. At a time of competing resource pressures, it is proposed not to progress with video recording however, officers will explore alternative solutions once the new team structure is implemented.

Outcome – Officers will investigate alternative solutions at a future date.

1.6	**Key Issue 3** – Publication of recordings within an appropriate timeframe Recognising the resource challenges with progressing Key Issue 2, combined with the request to accelerate the availability of audio recordings from Committee meetings, a solution for Committee audio recording has been identified. Currently, the Council meeting webcast is published once the draft minutes have been cleared by the Mayor and circulated to Members. It is proposed that Committee audio recordings be released once the draft minutes have been cleared by the Committee Chair and circulated to Members. This would mean publication typically within 3-5 working days of the meeting, as opposed to waiting until the Committee minutes are ratified by Council. Outcome – Committee audio recordings could be published quicker
1.7	**Key Issue 4** – Amendments to Standing Orders As set out in the Notice of Motion, Standing Orders require to be amended to reflect that, where there is not unanimity on a proposal, a recorded vote must be taken. To accommodate this, it is proposed that Standing Order 20.4 – Show of Hands, be removed and adjustments be made to Standing Order 20.5 – Recorded Vote, as detailed in Appendix 1. Outcome – Standing Order amendment to be proposed and seconded
1.8	Beyond the points detailed within the Notice of Motion, some queries have arisen recently regarding the remote environment and receiving deputations at Council meetings. As such, it is also proposed that amendments be made to Standing Order 8.0 – Admission to Meetings and 11.0 Deputations, as outlined in Appendix 1.
1.9	To accommodate the discussion and deliberation of the amendments proposed at 1.7 and 1.8 of this report, it is first required that Council agrees, under Standing Order 27.1 (Suspension) to suspend Standing Order 27.2 (Amendment) for the duration of the meeting. A qualified majority of 80% of those present will be required to suspend the Standing Orders.
2.0	**Recommendation** It is recommended that the Council agrees: 1. To the publication of Committee audio recordings once the draft minute has been approved by the Chair and circulated to Members; 2. Under Standing Order 27.1 – Suspension, suspends Standing Order 27.2 Amendment for the duration of this report being under consideration; 3. To delete Standing Order 20.4 – Show of Hands; and 4. Amends Standing Orders 8.0 – Admission to Meetings, 11.0 - Deputations and 20.5 – Recorded Vote, as detailed in Appendix 1.
3.0	**Finance and Resource Implications** The proposals outlined in the report can be met from existing resources.
4.0	**Equality/Good Relations and Rural Needs Impact Assessments**

4.1	Has an equality and good relations screening been carried out?	~~Yes /~~ No
4.2	Brief summary of the key issues identified and proposed mitigating actions **or** rationale why the screening was not carried out	

	The report does not relate to implementation of a strategy, programme or plan. It aims to provide for quicker publication of recordings and to provide clarity on internal governance.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	~~Yes /~~ No
4.4	Brief summary of the key issues identified and proposed mitigating actions **or** rationale why the screening was not carried out. The report provides clarity on internal governance and publication of audio recordings and does not relate to implementation of a strategy, programme or plan of the Council.	

Appendices:	Appendix 1 – Notice of Motion on Transparency and associated changes to Standing Orders

NOTICE OF MOTION ON TRANSPARENCY AND ASSOCIATED CHANGES TO STANDING ORDERS

Background and Context

A Notice of Motion on Transparency (**Appendix**) as proposed by Councillor G Hynds and seconded by Councillor P Catney was presented to the meeting of Council held on 28 January 2025. In accordance with Standing Order 16.1 this Notice of Motion was referred to and subsequently agreed by the Corporate Services Committee at its meeting held on 12 February 2025 (see attached CSC report).

The key issues arising from the Notice of Motion are as follows:

1. ensuring that decisions are made openly and can be subject to public scrutiny
2. options to facilitate the livestream of Full Council and Committee Meetings
3. publication of recordings within an appropriate timeframe
4. amendments to Standing Orders to require a recorded vote where the outcome is not unanimous

Key Issue 1 Ensuring that decisions are made openly and can be subject to public scrutiny

The Council continues its ongoing commitment that reports for Council and Committee meetings are considered in open business unless they fall within exemptions of the Local Government Act 2014. A list of exemptions is set out in the attached **appendix.** Officers and Corporate Management Team actively examine the validity of confidential reports prior to presentation at Council and Committee meetings. Furthermore, this Council has taken additional measures, over and above the legislative requirement, in that confidential reports are published after consideration where appropriate with redactions being applied as necessary.

In relation to the reference in the Notice of Motion concerning governance of the Council's internal working groups, it should be noted that all recommendations from the internal working groups are reported and managed through the existing committee structure or by exception through the Chief Executive's report to full Council. Each Committees' terms of reference sets out those internal working groups which report to their respective committees.

Key Issue 2 Options to facilitate the livestream of Committee Meetings

The Notice of Motion references that options be investigated and costed to allow committee meetings to be live streamed as standard.

This Council currently exceeds legislative requirements, as legislation currently requires only for the Council meetings to be audio recorded (Part 8 Section 47 (1)

(2)). This Council goes beyond this requirement by livestreaming the Council meeting and also releasing the audio recordings of Committee meetings after the Committee minutes have been ratified.

Livestreaming at meetings requires support for the duration of the meeting from an Arts Technician. At present, there is not sufficient capacity within the Arts Technicians Team to support all committee meetings and there would be significant cost to hire an additional Technician (either part-time or through an agency) estimated at £25k, including employer costs.

The option of video recording of Committee meetings (as opposed to livestreaming meetings) was explored. This option would require an additional staff member on a part time basis to service the work associated with video recordings, including uploading of these to our website and with often four Committee meetings in one week this would incur a significant workload. The estimated cost to employ a part-time member of staff would be £25-£30K per annum. At a time of competing resource pressures, it is proposed not to progress with video recording of Committee meetings at this time however, officers will explore alternative solutions once the new team structure is implemented.

Key Issue 3 Publication of recordings within an appropriate timeframe

To speed up release of Committee meeting audio recordings to the public, it is proposed that the audio recording be released in a similar approach to when the Council webcast is published, ie. once the draft minutes have been cleared by the Chair and circulated to Members. This is approximately within 3 - 5 working days of the committee, as opposed to waiting until the Committee minutes are ratified by Council. It should be noted that this approach would put additional pressure on the Council Officers who currently perform these duties in-house on top of their other duties.

A piece of work has been carried out which assessed the feasibility and cost-effectiveness of outsourcing the option of editing of Council/Committee recordings. The cost of outsourcing was estimated to cost the Council in the region of £5K-£6K per annum, however this approach would still require oversight by a Council officer to ensure accuracy, confidentiality, and timely upload.

Key Issue 4 amendments to Standing Orders – a recorded vote is required where the outcome is not unanimous

As set out in the Notice of Motion, Standing Orders require to be amended to reflect that, where there is not unanimity on a proposal, a recorded vote must be taken. Currently Standing Orders state that a recorded vote can only be taken at the request of a Member.

The proposed amendments to Standing Orders are outlined below:

Standing Order Ref	Proposed Amendment (Deletion in red strikethrough & Additional in blue)
Removal of Standing Order 20.4 Show of Hands	~~Unless a ballot or recorded vote is demanded under Standing Order 20.5, the Chairperson will take the vote by show of hands, or if there is no dissent, by affirmation of the meeting.~~
Amendment to Standing Order 20.5 - Recorded Vote	~~If, before a vote is called, any Member present including via remote attendance at the meeting demands it,~~ Where the outcome of a vote is not unanimous a recorded vote will be taken. The names for and against the motion or amendment or abstaining from voting will be taken down in writing and entered into the minutes. ~~A demand for a recorded vote will override a demand for a ballot.~~

Further suggested amendments to Standing Orders

To address a few queries that arose recently regarding the remote environment and also receiving deputations at Council Meetings, it is considered appropriate to recommend the following changes to Standing Orders:

Standing Order Ref	Proposed Amendment (Deletion in red/Addition in blue)
8.0 Admission to Meetings	(1) As set out in the Local Government Act 2014 every meeting of the Council and its Standing Committees must be open to the public. The Council will meet this statutory obligation by providing a public gallery in the Council Chamber. In addition to this, the Monthly Council Meeting is livestreamed through the Council's website. A webcast recording of the Monthly Council Meeting along with audio recordings of all committee meetings are also published on the Council website within 3-5 working days. (2) Where the Chairperson is made aware that the Council meeting is not accessible to the public by means of the livestream due to a technological failure, and such failure cannot be remedied within a reasonable period of time (5 minutes), the meeting may proceed, provided that provision for public access in person remains available.
.	

11.0 Deputations	~~(1) Deputations, from any source, shall only be admitted to address the Council provided the Clerk has received notice in writing no less than 10 days' notice prior to the date of the meeting, of the intended deputation and a statement of its objective.~~ ~~(2) Where a Committee of the Council has been given by the Council delegated authority to deal with a matter on behalf of the Council the request of any deputation relating to such matter shall be referred only to that Committee and there shall be no recourse to the Council.~~ (1) All requests for deputations must be submitted to the Chief Executive outlining the intended deputation and a statement of its objective. (2) Upon receipt of a deputation request, the Chief Executive shall arrange for the requester to meet with appropriate Officers in the first instance to discuss the subject matter of the deputation. (3) Following this meeting and where appropriate, the requester shall be invited to meet with the Chair and Vice-Chairperson of the relevant Committee. (4) After these steps have been completed, the Chairperson, in consultation with the Chief Executive, shall determine whether the deputation shall be admitted to address the Council or relevant Committee. (7) Under Regulation 4, any persons delivering a deputation in order to exercise a right to speak at the meeting with the permission of the Council, is in remote attendance at any time if all three of the following conditions are satisfied, that the person or persons in remote attendance is able at that time: a) to hear, and where practicable see, and be so heard and, where practicable, be seen by, Members in remote attendance; b) to hear, and where practicable see, and be so heard and, where practicable, be seen by, any other members of the public entitled to attend the meeting in order to exercise a right to speak at the meeting; and c) to be so heard and, where practicable, be seen by any other members of the public attending the meeting.

	~~A member of the public~~ Any persons delivering a deputation will be deemed to have left the meeting where, at any point in time during the meeting, any of the conditions for remote attendance outlined above are not met. In such circumstances the Chairperson may, as deemed appropriate: ➢ adjourn the meeting for a short period to permit the conditions for remote attendance contained in a, b and c above; ➢ suspend consideration of the item of business in relation to the person or persons attendance, until such times as a following item of business on the agenda has been transacted and the conditions for remote attendance have been re-established or, on confirmation that this cannot be done, before the end of the meeting, whichever is the earliest, or ➢ continue to transact the remaining business of the meeting in the absence of the person in remote attendance.

Recommendations

- audio recordings of Committee meetings be published on the Council's website once the draft minutes have been cleared by the Chair and circulated to Members (typically within 3 - 5 working days of the meeting)

- video recording options be revisited at a future date

- the proposed amendments to Standing Orders as outlined be agreed

Lisburn & Castlereagh City Council

Committee:	Corporate Services Committee
Date:	12th February 2025
Report from:	Director of Finance & Corporate Services

Item for:	Decision
Subject:	Notice of Motion – Transparency

1.0 **Background and Key Issues**

1.1 The undernoted Notice of Motion moved by Councillor G Hynds and seconded by Councillor P Catney has been referred to the Corporate Services Committee in accordance with Standing Order 16.1.

1.2 “This council believes that maintaining accountability and public trust in the democratic process is essential. A key part of this is ensuring that decisions are made openly and can be subject to public scrutiny. Council recognises the need to ensure transparency in its decision making through council, committee and working group discussions and decisions conducted in restricted session.

1.3 “We recognise the improvements made in Lisburn and Castlereagh City Council in relation to transparency to help maintain public trust and ensure that the people of Lisburn and Castlereagh can be fully informed about how decisions that affect them have been reached. We reaffirm our ongoing commitment that this council is committed to 'transparency by default' by which all meetings and documentation will be placed in the public domain as standard, with information or discussions only being redacted or restricted very specifically in relation to those issues which fall within the exemptions in the Local Government Act (NI) 2014. We request that officers investigate and cost options to allow full council and committee meetings to be live streamed as standard, with recordings then published online within an appropriate timeframe for the public to remain informed at the time of discussions and decisions.

1.4 “We believe that Councillors must have the ability to seek clarity and challenge Council Officers to ensure that exemptions are minimised and are not overused and that the overall public interest is maintained. In the interests of public accountability and confidence we believe, that where a matter on an issue is brought to a vote in committee, the result of which is not unanimous, that that vote must be recorded. Officers are requested to consider and present proposed amendments to standing orders and other associated guidelines in relation to all council, committee and working group discussions and decisions which enables this approach, to ensure maximum transparency while adhering to legislative requirements, ultimately making this organisation an exemplar public body in terms of transparency and openness.”

2.0 **Recommendation**

The Committee is requested to consider the Notice of Motion and take such action as may be determined.

3.0	**<u>Finance and Resource Implications</u>** Implications are unknown at this stage, pending agreement by the Committee.	
4.0	**<u>Equality/Good Relations and Rural Needs Impact Assessments</u>**	
4.1	Has an equality and good relations screening been carried out?	No
4.2	Brief summary of the key issues identified and proposed mitigating actions **<u>or</u>** rationale why the screening was not carried out This is a new matter brought before Committee. Any required assessments with be carried out in due course.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	Brief summary of the key issues identified and proposed mitigating actions **<u>or</u>** rationale why the screening was not carried out. This is a new matter brought before Committee. Any required assessments with be carried out in due course.	

Appendices:	None

Gary Hynds

Notice of Motion – Transparency

This council believes that maintaining accountability and public trust in the democratic process is essential. A key part of this is ensuring that decisions are made openly and can be subject to public scrutiny. Council recognises the need to ensure transparency in its decision making through council, committee and working group discussions and decisions conducted in restricted session.

We recognise the improvements made in Lisburn and Castlereagh City Council in relation to transparency to help maintain public trust and ensure that the people of Lisburn and Castlereagh can be fully informed about how decisions that affect them have been reached. We reaffirm our ongoing commitment that this council is committed to 'transparency by default' by which all meetings and documentation will be placed in the public domain as standard, with information or discussions only being redacted or restricted very specifically in relation to those issues which fall within the exemptions in the Local Government Act (NI) 2014. We request that officers investigate and cost options to allow full council and committee meetings to be live streamed as standard, with recordings then published online within an appropriate timeframe for the public to remain informed at the time of discussions and decisions

We believe that Councillors must have the ability to seek clarity and challenge Council Officers to ensure that exemptions are minimised and are not overused and that the overall public interest is maintained. In the interests of public accountability and confidence we believe, that where a matter on an issue is brought to a vote in committee, the result of which is not unanimous, that that vote must be recorded. Officers are requested to consider and present proposed amendments to standing orders and other associated guidelines in relation to all council, committee and working group discussions and decisions which enables this approach, to ensure maximum transparency while adhering to legislative requirements, ultimately making this organisation an exemplar public body in terms of transparency and openness.

Cllr Gary Hynds

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Local Government Act (Northern Ireland) 2014

SCHEDULE 6

ACCESS TO INFORMATION : EXEMPT INFORMATION

PART 1

DESCRIPTIONS OF EXEMPT INFORMATION

1. Information relating to any individual.

2. Information which is likely to reveal the identity of an individual.

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

4. 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.

5. Information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.

6. Information which reveals that the Council proposes -

    (a) to give under any statutory provision a notice by virtue of which requirements are imposed on a person; or

    (b) to make an order or direction under any statutory provision.

7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Ulster Unionist Party

NOTICE OF MOTION

Support for Family Farmers and Call for Action from DAERA

Motion:

This Council notes the Ulster Farmers' Union's unprecedented motion of no confidence in the Department of Agriculture, Environment and Rural Affairs (DAERA), which reflects deep and widespread frustration within the farming community.

This Council recognises the unrelenting pressures faced by family farmers across Northern Ireland, including:

- the unresolved and escalating crisis surrounding Bovine Tuberculosis (bTB);
- uncertainty regarding future Inheritance Tax arrangements for farm succession;
- continued planning paralysis affecting essential agricultural development; and
- increasing policy and regulatory pressures, with little meaningful assurance, progress, or action from DAERA to address these challenges.

This Council further acknowledges that family farmers are the backbone of Northern Ireland's agri-food sector, sustaining rural communities, underpinning the regional economy, and serving as essential custodians of our environment and biodiversity.

This Council therefore calls on the Minister for DAERA to move beyond an "open door" approach and to actively engage, listen, and deliver tangible action in partnership with the Ulster Farmers' Union. Family farmers must be treated as key stakeholders in shaping policy that secures the future of the agri-food industry, protects our environment, and sustains rural livelihoods.

Proposer: James Baird.

Seconder:

LISBURN & CASTLEREAGH CITY COUNCIL
11 NOV 2025
CHIEF EXECUTIVES OFFICE

Date Received:

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