



January 5th, 2023

To: Chairman

Councillor S Hughes

Vice-Chairman

Councillor U Mackin

Aldermen

A G Ewart MBE, O Gawith, M Henderson MBE, S Martin, S P Porter and J Tinsley

Councillors

R Carlin, A P Ewing, J Lavery BEM, S Lowry, J McCarthy, T Mitchell, The Hon N Trimble

Ex-Officio

The Right Worshipful The Mayor, Councillor S Carson

Deputy Mayor, Councillor M Guy

Notice of Meeting

A meeting of the **Corporate Services Committee** will be held on **Wednesday, 11th January 2023 at 6:00 pm** for the transaction of the undernoted Agenda.

Members are requested to attend..

A hot meal shall be available in Lighters Restaurant from **5.15 pm.**

David Burns, Chief Executive, Lisburn & Castlereagh City Council

Agenda

1.0 APOLOGIES

2.0 DECLARATIONS OF MEMBERS' INTERESTS

- (i) Conflict of Interest on any matter before the Meeting (Member to confirm the specific item).
- (ii) Pecuniary and Non-Pecuniary Interest (Member to complete the Disclosure of Interest form).

3.0 REPORT OF DIRECTOR OF FINANCE & CORPORATE SERVICES

3.1 DEA Local investment Programme - Update

- [CSC Report DEA Investment Programme.pdf](#) Page 1
- [Appendix 1 DEA Investment Programme - 2021-2022 Update.pdf](#) Page 5
- [Appendix 2 DEA Investment Programme - 2022-2023 Quarter 3 Report.pdf](#) Page 9

4.0 REPORT OF HEAD OF CORPORATE COMMUNICATIONS & ADMINISTRATION

4.1 Lagan Valley Island - Building Illumination Requests

- [CSC Report - Illumination Requests.pdf](#) Page 19
- [Appendix 1 - Stepping Stones NI Request.pdf](#) Page 23
- [Appendix 2 - Northern Ireland Chest Heart Stroke Request \(004\) \(002\).pdf](#) Page 24

5.0 CONFIDENTIAL REPORT FROM DIRECTOR OF FINANCE & CORPORATE SERVICES

5.1 Parks Accommodation & Equipment Husbandry

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

5.2 ICT Migration Project

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

5.3 Estimates' Process 2023/2024

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

5.4 Estimates' Process 2023/2024 - Finance & Corporate Services

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

5.5 Building Resilience

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

5.6 Management Accounts Period 8

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

5.7 Change in Grade of Post

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

5.8 Efficiency Review Steering Group - Update

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

6.0 ANY OTHER BUSINESS



Corporate Services Committee

11th January 2023

Report from:

Director of Leisure and Community Wellbeing

Item for Decision

TITLE: DEA Local Investment Programme – Quarter 3 Report

Background and Key Issues:

Background

1. The £1.0 million DEA Local Investment Programme (Phase 1) was launched in April 2021 for delivery of 72 community based projects. Work is continuing to finalise delivery of the remaining 8 projects.
2. The £1.7 million DEA Local Investment Programme for 2022-2023 was launched in February 2022 and consists of 69 short term, medium valued outcome based projects that could be delivered within the 2022-2023 financial year timeframe. This phase 2 pilot is funded from collective 'in year' spend, reserves and identified external funding sources similarly to the phase 1 pilot.
3. Project Sponsors and Project Managers continue to profile project spend for both the 2021-2022 and 2022-2023 programmes and inform the Portfolio Office (PMO) of any variances. Members should note that to ensure the effective delivery of the overall programme there may be movement within project budgets but overall profiled budget returns indicate that both programmes will meet spend targets as expected.

Issues

1. A full update on progress of the 34 Council funded projects included in the DEA Investment Programme (Phase 1) which commenced in 2021-2022 is detailed in **Appendix 1**. It should be noted that 8 Projects (highlighted in yellow) have been delayed

from early 2022 to allow for 'in person' event attendance to enable more robust consultation and participation after Covid restrictions have been lifted (e.g. community consultations for feasibility studies or archaeological digs). In the case of capital focused projects, delays have been due to unforeseen issues such as procurement or contractual matters, with all of these issues expected to be resolved to allow for significant progress and completion during the summer period. It is expected that only the electric connection at Lisburn BMX track will incur significant delay with a connection date scheduled for January 2023 due to the fact the project is beholden to NIE scheduling capabilities.

2. A full update on the progress of all 69 projects included in the DEA Investment Programme (Phase 2) which commenced in 2022-2023 is detailed in **Appendix 2**. Members should note that 11 projects are in the planning phase, 46 projects have started and are progressing well, whilst 12 projects have completed (highlighted in green).
3. A monitoring and evaluation process and benefits realisation plan is currently under development to evaluate the successes of the first year of the programme and continue to capture the learning to be adopted for future tranches of the DEA Investment Programme. The evaluation report has been tracked against the following community plan themes; Children & Young People, The Economy, Health & Wellbeing, Where We Live, and Our Community.

Recommendation:

It is recommended that Members:

1. Note the updates on the DEA Local Investment Programme 2021-2022 (**Appendix 1**) and the DEA Local Investment Plan 2022-2023 (**Appendix 2**).

Finance and Resource Implications:

Overall both the 2021-2022 and 2022-2023 programmes are currently within budget and expected to meet spend targets set out at the beginning of respective programmes.

Screening and Impact Assessment

1. Equality and Good Relations

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

Yes

If no, please provide explanation/rationale

N/A

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

No

Option 2
Screen out with
mitigation

Yes

Option 3
Screen in for
a full EQIA

No

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

The DEA programme was screened out with mitigation as albeit no negative impacts have been identified some mitigations should be considered to ensure all section 75 categories can potentially benefit equitably from the programme.

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

Yes

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

Yes

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

N/A

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

The RNIA template identifies that whilst the DEA programme will not impact on people in rural areas differently from people in rural areas, continued monitoring and evaluation will be in place to ensure there is equitable delivery of projects and programmes according to the need and demand identified in rural areas within each DEA.

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 1 – DEA Investment Programme - 2021-2022 Update
Appendix 2 – DEA Investment Programme - 2022-2023 Quarter 3 Report

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Project	Area of investment	Project overview	Allocated budget	Update - January 2023
Participatory Budgeting CE	Castlereagh East	Online PB initiative to give local people opportunity to decide what projects are funded	£0.00	Project now complete. 1877 individuals voted online in compliance with government guidelines. A total of £15,000 was awarded to 16 projects via PCSP funds in Castlereagh South and Castlereagh East.
Community Facilities Fund CE	Castlereagh East	Funding to support improvements/repairs to community facilities	£20,000.00	Project now complete. Grant Payments of £20,000 have now been made to two Community Projects from the Community Facilities Fund. Project has now completed as of 31st March 2022.
Bring Facility Dundonald	Castlereagh East	Development of Bring Facility in Dundonald	£10,045.12	This project has now completed at Dundonald Ice Bowl with the bring facility allowing the facility to bring plastic bottles, pots, tubs and trays as well as glass, textiles and cardboard to our 'bring facilities'. This is in addition to kerbside recycling and our home recycling centres.
Participatory Budgeting CS	Castlereagh South	Online PB initiative to give local people opportunity to decide what projects are funded	£0.00	Project now complete. 1877 individuals voted online in compliance with government guidelines. A total of £15,000 was awarded to 16 projects via PCSP funds in Castlereagh South and Castlereagh East.
Community Facilities Fund CS	Castlereagh South	Funding to support improvements/repairs to community facilities	£0.00	Project did not progress as the group withdrew their application.
Community Facilities Fund DE	Downshire East	Grant funding for improvements to local community facilities	£53,756.00	Project Complete with grant payments awarded to 5 community projects from the Community Facilities Fund. One further letter of offer will be awarded to a sixth Community Group in due after a due diligence check has been completed
Community Facilities Fund DW	Downshire West	Grant funding for improvements to local facilities	£15,128.00	Project is now complete with grant payments awarded to two Community Projects from the Community Facilities Fund. This project has completed as of 31st March 2022.
Participatory Budgeting DW	Downshire West	Online PB initiative to give local people opportunity to decide what projects are funded	£0.00	Project is now complete. Over 800 people visited the event that was held on Saturday 9th April 2022. 752 votes were cast. Over £15,000 was awarded to 16 projects via PCSP funds.
Hillsborough Toilet upgrade	Downshire West	Upgrading of welfare facilities within Hillsborough Forest Park	£68,000.00	This project is now complete which has consisted of installing new floors, toilets with concealed cisterns, new flush system, and a new integrated wash hand basin. The facility is now open to the public.
Planters at Hill Street Entrance	Lisburn North	Provide planters at entrance to Hill Street	£5,423.00	This project is now complete with planters installed at the entrance to Hill Street. Parks and Amenities cleaned the area and provided weed control to the entrance to enhance the appearance of area also.

Community Facilities Fund K	Killultagh	Grant funding for improvement to local facilities	£67,000.00	Project is now complete with grant payments awarded to 7 community projects through the Community Facilities Fund. This project has now completed as of 31st March 2022.
Bring Facility in Maghaberry	Killultagh	Development of Bring Facility in Maghaberry	£9,581.88	This project has now completed at Maghaberry Community Centre with the bring facility allowing the facility to bring plastic bottles, pots, tubs and trays as well as glass, textiles and cardboard to our 'bring facilities'. This is in addition to kerbside recycling and our home recycling centres.
Community Facilities Fund LS	Lisburn South	Grant funding for improvements to local community facilities	£30,434.00	Project complete with grant payments awarded to 4 Community Projects through the Community Facilities Fund. This project has now completed as of 31st March 2022.
Signposting from Lagan Towpath	Lisburn South	Improve the signposting along the Lagan Towpath	£10,000.00	This project has now completed with installation of signage at Lagan Valley Island tow Path. User survey will be conducted in 2022-2023.
Cultural Diversity Fund	COUNCIL WIDE	Support to local groups to promote cultural diversity, - arts, culture, music and language	£0.00	This Project did not proceed due to lack of interest following advertisement of the fund. Only two unsuccessful applications were received and therefore, awards under this fund did not proceed.
Technical Assistance & Feasibility Fund	COUNCIL WIDE	Technical and Feasibility Fund to support community organisations with the cost of researching their proposed idea to see if it is viable and sustainable	£31,684.00	This project is now complete with grant payments awarded to 7 Community Projects from the Technical Assistance & Feasibility Fund.
Acquisition of Fogging Machines	COUNCIL WIDE	Purchase and supply of fogging machines to appropriate venues	£0.00	An assessment was made regarding the requirement for fogging machines. It was decided that this project would not progress at this time due to the changing risk assessment consideration and no demand for these machines.
DEA Recovery Sports Fund	COUNCIL WIDE	Support to local groups to source equipment/facilities	£105,078.00	Project now complete. 50 applications were received through the 'Keep the Ball Rolling' Fund with 47 clubs awarded with the grant sharing a total of £105,078.
Mayor's Civic Innovation Fund	COUNCIL WIDE	2 year Grant Fund supporting innovation	£30,000.00	Project complete with grants awarded to three organisations Alderwoods Studios – Youth Entrepreneurship Award, Yalla CIC – Social Enterprise Award, Orchard Ville – Inclusion Award
New Dog Fouling dispensers	COUNCIL WIDE	Placement of dispensers in key locations	£5,000.00	Project complete with five additional dispensers now installed at Hillsborough Park, Lough Moss Leisure Centre and Billy Neill MBE Country Park.

Design Projects with schools - dog fouling street stencilling	COUNCIL WIDE	Collaborative project with local schools to address dog fouling	£5,000.00	This project is now complete with schools. Stencil currently in manufacturing. Nine schools engaged with regarding responsible dog ownership. These were Seymour Hill PS, St Aloysius PS, St Ita's PS, Tonagh PS, Knockmore PS, Largeymore PS, Meadowbridge PS, Brownlee PS, Carr PS
IT Infrastructure improvements	COUNCIL OPERATIONAL	Increased robustness of IT capacity	£61,618.00	This project is now complete with all IT infrastructure improvements implemented.
FIDO machine	COUNCIL OPERATIONAL	Acquisition of Faeces Intake Disposal Operation Machine	£32,500.00	This project is now complete. The FIDO machine will safely remove dog fouling from local roads, pavements and grassy areas whilst also cleaning the area. It will allow the Street Cleansing Team to cover more areas and pay particular attention to more troublesome spots.
Temporary Welfare & office facilities	COUNCIL OPERATIONAL	Staff facilities modular unit to Blaris Cemetery & Carryduff HRC office replacement	£152,200.00	This project has now completed with the buildings occupied.
Bus Shelter for Maghaberry	Killultagh	Acquisition and installation of bus shelter in Maghaberry	£20,380.00	This project was completed in December 2022. Clear channel have completed the electrical connection to the bus shelter.
Bus Shelter for Glenavy	Killultagh	Acquisition and installation of bus shelter in Glenavy	£19,326.00	This project was completed in December 2022. Clear channel have completed the electrical connection to the bus shelter.
Annahilt Village Plan Pilot	Downshire East	Annahilt Village Plan Pilot	£5,000.00	Monitoring of first three months' work has been completed and all actions are on target. Work continuing on projects identified in Village Plan. Second review meeting to be held in January 2023.
Dromara Feasibility Study	Downshire East	Financial support for feasibility study for Dromara Village	£8,000.00	High level recommendations have been presented to local community group. Report presented to Leisure Services Committee in November to update Members. Feasibility Study complete and presented to Committee in December 2022. Further support to community to progress some of the recommendations now approved
Drumbo Village Plan Pilot	Downshire East	Drumbo Village Plan Pilot	£5,000.00	This project has not yet commenced however inception meeting is scheduled for early January 2023.
Moirá Demesne Archaeological Study and Community Dig (linked to Castle Gardens project)	Downshire West	Archaeological study of 2 x venues including organised community dig	£15,000.00	Specification for procurement is currently being drafted.

Castle Gardens Archaeological Study and Community Dig	Lisburn North	(linked to Moira Demesne project)	£15,000.00	This project has not yet commenced however an application has been made to the Historic environment Division for £10000 grant to extend Castle gardens dig one month. Specification for procurement is currently being drafted.
Community Facilities Fund LN	Lisburn North	Grant funding for improvements to local community facilities	£69,948.00	Grant payments have been made to 6 Community Projects through the Community Facilities Fund. A further grant payment will be made to 1 additional Community Project upon completion of lease documentation.
Lisburn BMX Track electric connection	Lisburn North	Exploration of connection to local supply (Bells Lane)	£29,000.00	No further updates. Connection planned for January 2023.
Rural Village Enhancement - Bins & Signs	COUNCIL WIDE	Upgrade of rural waste bins, tourist and amenity signs with new LCCC logo	£39,845.00	Lisburn City Centre blue blade signs have been installed together with the blue blades for Moira, Dromara and Glenavy. Content for the Hillsborough blue blades are being drafted and approved. These will be installed in the New Year.

Project	Project overview	DEA	Allocated budget	Update - December / January 2023
Repainting and refurbishment of Ramblers Bridge (McIlroy Park footbridge)	Repainting and refurbishment of Ramblers Bridge (McIlroy Park footbridge)	Lisburn North	£45,000.00	Project has not yet commenced. KPI's for this project have been identified with the aim to prolong the life of the bridge at Ramblers Bridge whilst upgrading the surface to a non-slip surface with pedestrian/cycle access. Planned on site date of April 23 when weather is more favourable for external painting.
Christmas Pole Mount Scheme	Council wide Christmas Pole Mount Scheme to be developed. Towns and villages to be identified after a needs assessment has been concluded	COUNCIL WIDE	£68,000.00	This project has commenced. It has been identified that 53 additional poles are required to be adapted to facilitate the powering of Festive Lights. Approx cost £13,250.00 Purchase order raised and send to DFI. Identified a further three poles required to be adopted to facilitate powering of Festive lights. Updated details passed on to DFI. Extra seventeen lights purchased.
Child Protection training for Dundonald Arts Corridor	Child protection training for Dundonald Arts Corridor	Castlereagh East	£300.00	Project commenced on 1st June 2022. Dundonald Arts Corridor Group engaged to progress with Child Protection training.
Moneyreagh Social Enterprise (Church Project)	Moneyreagh Social Enterprise (Church Project) - the funding is to undertake minor construction works including site excavation, installation of a concrete base, connection of utilities and other fixed costs to ensure the functionality of the facility	Castlereagh East	£20,000.00	This project has commenced. There was a meeting on site on 27th July 2022 to discuss. Site survey carried out on 3rd August 2022. M&E contractor appointed and to commence cabling for delivery of essential services to the container. Draft licence agreement has been issued to the tenant for review
Active Travel Map and 15 Year Strategy	Funding for an Active Travel Map (mapping existing provision for alternative modes of transport and developing a 15 year strategy to improve facilities) Definition: Active Travel is the use of alternative modes of transport connecting homes, services and employment without the use of private car	COUNCIL WIDE	£20,000.00	This project is ongoing with progress underway for developing a 15 year strategy to improve facilities along with an Active Travel Map. Draft map and strategy being finalised for final comments.
Moat Park Fairy Trail	Refurbishment of Path (Arts Unit are to supply the fairy art related items)	Castlereagh East	£15,000.00	The Fairy Trail is almost complete pending some additional items and approvals for associated signage estimated at £3,000. The refurbishment of the path is to be completed by Parks & Amenities. This project is ongoing and due to complete soon. Work on the path was postponed due to industrial action. It will commence in the New Year with completion by the end of March 2023
Phone Box Environmental Project	Encouragement of community led environmental enhancements to remaining traditional red phone boxes within towns and villages. Funds will be used to repurpose phone boxes within identified communities	COUNCIL WIDE	£5,000.00	This project is ongoing with further mapping carried out with decisions being made by Openreach regarding available kiosks for adoption. To date, BT have given approval for 1 kiosk – further discussions ongoing regarding additional kiosks. Progressing with contract signing with planned community engagement to occur in February 2023

Traffic calming measures on Huguenot Drive - Hilden	Traffic Calming measures on Huguenot Drive and traffic calming signs at new builds in Bridge and Mill Street housing	Lisburn North	£4,000.00	This project has not yet started however it is anticipated work on this project will commence in the coming months. PCSP Officers to liaise with DRD Roads Service regarding installation of traffic calming signs at new builds in Bridge and Mill Street housing.
Community Environmental Fund	Environmental fund to address emerging environmental and waste related project ideas across all seven DEA areas	COUNCIL WIDE	£70,000.00	This project is ongoing with the terms and conditions of the Community Environment Fund being developed over the summer period.
Connecting You (for those digitally excluded - to enable access to Technology)	An extension of the 21/22 project "Connecting You" This aims to distribute devices to include, possibly refurbished, to those digitally excluded. A partnership approach with Community Planning partners and some local businesses will be developed to deliver this project	COUNCIL WIDE	£25,000.00	This project is a continuation from 21/22 Connecting You programme. Partnerships are being established with Community Planning and local businesses to facilitate distribution of these items.
Accredited Training for Community Groups	Accredited training including Community Capacity Building OCN, Social Enterprise OCN and Designated Safeguarding Officer Training	COUNCIL WIDE	£10,000.00	Training Calendar delivered for Sept-December consisting of 7 courses. 4 community members completed OCN accredited training. Design of future training calendar being progressed.
Community Bursary Scheme	The Community Development Bursary is designed to support community/voluntary group members to apply for financial assistance towards costs associated with further educational studies that contribute to community development. The aim is to build and develop the capacity of local communities and also representatives of community/voluntary organisations across the Council area	COUNCIL WIDE	£5,000.00	This project is progressing with the scheme application stage closing in May 2022. Two individuals applied and were deemed successful. The Letter of Offer has been issued and returned by applicants, with payments being processed. Payments have been made to the two successful applicants.
Bespoke health checks with community groups	Bespoke health checks with community groups to deliver personalised support services to volunteers including funding/finance forecasts, needs assessments, policy development and action plans	COUNCIL WIDE	£6,000.00	Completion of Health Check with Mazetown Rural Action Collective, Derrriaghy Village Community Association and initial stages complete for Ballymacash Regeneration Network through Best Practice Visit being undertaken.
PCSP Project Support Programme	PCSP Project Support Programme. This comprises of grant funding to deliver targeted community safety programmes by local groups across the city	COUNCIL WIDE	£45,000.00	This project is progressing on an ongoing basis. The closing date for applications was Friday 27 May 2022. Applications were assessed on Wednesday 1 June 2022. <ul style="list-style-type: none"> • A total of 23 applications were received. • 22 applications were eligible for assessment • 12 applications met the threshold to qualify for funding • The total amount of funding awarded is £52,817.22
Arts Grants/Community Festivals Funding	Arts Grants and Community Festivals funding across all 7 DEA areas	COUNCIL WIDE	£85,000.00	Currently, all awards have been allocated with the Tyrone Guthrie Bursary Scheme and Young Artist of the Year schemes closing on 31 August 2022 and therefore to be allocated.

Speed Indicator Devices	Managed by PCSP with requests from local Communities validated by PSNI and the DfI	COUNCIL WIDE	£15,000.00	The PCSP Road Safety Sub-Group met in November 2022 to assess 22 new applications and review the positioning of existing devices. Ten new applications were agreed as suitable and six sites were identified for relocation. Four SIDS will be purchased in this financial year.
Flaxie Buds Bonanza Day	This is an annual museum take-over day for under-fives and their families. In 2022 it is hoped to expand the programme to 5 days	Lisburn South	£2,000.00	Project starting 25/03/2023 as one day annual event to engage families with under 5's to visit the Museum and to make them aware of the various facilities and activities available.
Cultural Take Out	Lisburn Museum hopes to develop more partnerships with the ageing population, care providers and care homes in developing their offer.	Lisburn South	£1,500.00	Project progressing on an ongoing basis. Project involves taking out boxes to families referred by third parties and engaging with Care Homes in the LCCC district collaborating with the Health and Social Care Trust. 81 Cultural take out boxes have been provided this year, benefiting 349 participants.
Get Outdoors	To encourage a sense of place and belonging. A series of established outdoor talks and tours and activities organised by Museum staff	COUNCIL WIDE	£2,000.00	Project progressing on an ongoing basis with events planned to commence again in the autumn months.
Education at Home Packs	Working with our community and statutory partners, Lisburn Museum hopes to reach out to the home by offering aspects of education programming to vulnerable, at risk or isolated children, working in partnership as appropriate	COUNCIL WIDE	£1,000.00	Project progressing on an ongoing basis as and when requests are received targeting home schooling families. This project works in collaborating with Health & Social Care providers. No packs have been issued during the summer months and will commence again from September.
Education Tasters	Using zoom or similar technology, staff will send out support materials to offer interactive sessions with schools and community groups: e.g. Schools Programme (Linen, The Victorians, etc.) and adult programmes based on our temporary exhibitions and projects e.g. Hilden School, NI Centenary and Reminiscence. A Crafts element will also be available.	COUNCIL WIDE	£1,000.00	Project progressing on an ongoing basis however no taster boxes have been issued during the summer months and will commence again in September. Due to Covid-19 pandemic, groups have been reluctant to avail of these boxes.
Community Support Grant	Financial support up to £5,500 to support for groups for the development of programme activities and running costs. Total DfC contribution of £165,000.00	COUNCIL WIDE	£244,812.00	Grant scheme launched December 2022 with closing date 17 th January 2023. 3 Community workshops have been scheduled and promoted to provide assistance with interested groups.

DIY Community Fund	Support for community groups to help refurbish community facilities and purchase materials such as carpet, paint & equipment	COUNCIL WIDE	£30,000.00	Grant scheme closed with 51 applications being submitted. Following a scoring exercise, 49 applicants were identified as being successful. The letter of offer have been issued with groups progressing with their planned projects.
Community Arts Project Programme	DEA Wide Community Arts Programme	COUNCIL WIDE	£23,000.00	<p>The Arts Encounters programme has been rolled out across the following venues offering a range of arts activities with the view to improving health and well-being, education and social cohesion</p> <ul style="list-style-type: none"> - Dundonald International Ice Bowl Indiana Land – Arts and Crafts for Kids 6 x 2hr sessions; - Ballymacash Neighbourhood Craft Group – 5 x 2hr Arts sessions including pottery, flower arranging and felt making - Ballymacash Community Centre – Pottery and upcycling - Damask Community Outreach, Seymour Street Methodist 2 x 2hr sessions Church – Flower arranging - L'arche – 6 x 2hr sessions in pottery and crafts - Women in Mind – 6 x 2hr sessions pottery - South East Fermanagh Foundation - Lisburn Branch 6 x 2hr sessions Pottery <p>Additionally, the Christmas Wreath making programme is being rolled out in various venues across all 7 DEAs in partnership with Parks & Amenities.</p>
Digital Inclusion Workshops	Workshops to be held DEA wide with local community groups regarding digital awareness	COUNCIL WIDE	£2,500.00	This project commenced on 1st June 2022 with an anticipated completion date of 31st March 2023. Report being brought to the Leisure and Community Services Development Committee.
Sam McBratney Digital Art & Literature Trail	To be developed in Lisburn North & Lisburn South but will be available across the whole Council area	COUNCIL WIDE	£132,000.00	This project is ongoing and due to complete at the end of February 2023.

Participatory Budgeting Scheme	<p>Circa £15,000 per DEA - Lisburn South 1 August 2022 – 28 August 2022 Open for applications 24 September 2022 - Community Market Place event – Trinity Church Hall</p> <p>Downshire East 26 September 2022 – 23 October 2022 Open for applications 19 November 2022- Community Market Place event – Venue TBC</p> <p>Lisburn North 28 November 2022 – 31 December 2022 Open for applications 28 January 2023 - Community Market Place event – Venue TBC</p>	COUNCIL WIDE	£45,000.00	<p>Lisburn South Grand Choice concluded in September 2022. 16 groups were successful in securing funding with a total £15,005 invested in the DEA.</p> <p>Downshire East closing date was extended to Sunday 3 December 2022. A total of 22 applications were received and will participate in the community marketplace event on 28 January 2023 in Legacurry Presbyterian Church Hall.</p> <p>Lisburn North opened for applications on 28th November and will remain open until 22 January 2023. The marketplace event will take place on 18 February 2023.</p>
Digital Grant Aid System for LCCC	Digital Grant Aid System to improve the assessment of electronic applications and submissions to support customers, businesses and communities	COUNCIL WIDE	£20,000.00	Initial meetings have taken place to establish role of this system and department involvement.
Salto Car Park Improvements	Improvement to Car Park network to assist users of the Gym and School. Traffic control solution to assist users of Salto Carpark, Lisburn Central PS, Leisureplex and potentially limited overflow for Lagan Valley Hospital Car Park to alleviate parking on neighbouring street	Lisburn South	£30,000.00	STA now approved and ElectroAutomation have been appointed. Project hopes to get underway Mid to Late January.
DEA Recovery Sports Fund	Support to local sports groups and community groups for sports equipment/facilities. To help increase participation, develop clubs facilities (minor), equipment and coach education.	COUNCIL WIDE	£100,000.00	<p>44 sports cubs funded totalling £102,425</p> <p>Letters of Offer were sent to the 44 clubs on the 6th/7th October.</p> <p>Waiting on clubs to submit receipts for what they were offered funding for.</p> <p>Clubs have until March 31st to complete any projects and submit receipts for payment.</p> <p>Successful applicants informed - 12 clubs have now successfully submitted receipts and received funding</p>

Family Fit Series	<p>Family Fit series - Family focused fitness scheme - This consists of an 8 week running coaching programme at Aberdelghy starting Thursday 11th August running until Thursday 29th September. There will be two sessions, Couch to 5km for families with children aged 8 and up and 5km-10km for families with children aged 12 and up</p> <p>There will then be The Mary Peters Running Festival supported by Lisburn and Castlereagh City council which will be held on Sunday 2nd October at the Eikon Centre. Family Circuits at Grove Activity Centre – Free sessions running 6th October -27th October, 10th November – 1st December. Thursday 8th December Santa Dash at Lough Moss, City of Lisburn 5km Championship Race Friday 24th March.</p>	COUNCIL WIDE	£15,000.00	2 Running programmes leading up to Mary Peters Festival of Running. Couch to 5km - 60 participants aged 8-60years and a 5-10km with 15 participants aged 25-50 years. 550 registered across 5 races in the running festival. Youngest competitor was 8 years old and finished the 5km in 36 minutes. Many over 70's competed across the distances.
Affordable Warmth Scheme	The Affordable Warmth Scheme helps tackle fuel poverty and energy inefficiency in privately owned houses. The scheme targets low income households. You could get help to install insulation, central heating and new windows	COUNCIL WIDE	£53,280.00	The Affordable Warmth Scheme project continues to be delivered with targets met for 20 referrals to NIHE in October and 20 in November 2022.
Oil Stamp Saving Scheme	Buying heating oil in small quantities costs householders more per litre. Buying heating oil in larger quantities is more cost effective. The oil stamp scheme allows householders to buy £5 oil stamps from local retailers and Council premises helping them to budget and spread the cost of central heating oil	COUNCIL WIDE	£6,500.00	This project was relaunched in October / November and continues to be delivered with targets being met.
Mayor's Civic Innovation Fund	Mayor's Civic Innovation Fund - Youth Entrepreneurship, Social Enterprise and Inclusion awards.	COUNCIL WIDE	£15,000.00	The Mayor's Civic Innovation Fund will be delivered in the New Year which will consist of awards for Youth Entrepreneurship, Social Enterprise and Inclusion.

Youth Entrepreneurship Programme	Working in partnership with secondary schools to promote entrepreneurship including skills development and digital careers aspirations	COUNCIL WIDE	£15,000.00	<p>The Global Entrepreneurship Week event (Primary business masterclass) was held at LVI on Tues 15th Nov 2022. The evaluation from YENI stated that they met all their targets and were happy with the success of the event.</p> <p>The next event is the Digital Youth Masterclass final at LVI on Wed 14th Dec 2022. It's the final of the masterclass events that they have been running at high schools in Lisburn Castlereagh. There are four teams, one from each school, and they will be presenting their business/product ideas to a panel.</p>
HGV Academy	Training Academy to address a locally identified skills shortage in HGV sector. Vocational Training Intervention to include licence applications, medicals and all training relevant to HGV sector. Targeted roll out to circa 10 participants. Also applied for as part of LMP programme – outcome yet to be confirmed	COUNCIL WIDE	£25,000.00	<p>The project was ratified by full council on 22 November 2022.</p> <p>The Award Letter will be issued in by Friday, 9th Dec 2022 and will need sealed at Full Council.</p> <p>Promotion / Recruitment will take place between 9th January 2023- 18th January 2023</p>
Community Markets	Pilot Technical Support initiative to Community groups to deliver local markets in towns and villages within the Council area. Capacity building support provided to identify civic space for hosting local markets and subsequent management	COUNCIL WIDE	£50,000.00	The Expression of Interest process has closed and 4 were received. These are being assessed on 7th December 2022.
Footfall Animation Initiative - Bow Street Mall	A range of ED initiatives to animate and generate increased footfall in Bow Street Mall, eg. Indoor Market Projects	Lisburn South	£15,000.00	This initiative will be delivered in the New Year which will aim to generate increased footfall to Bow Street Mall as part of the wider Christmas and Light Festival programme.
Hillsborough Forest	The installation of an electric barrier at the entrance to Hillsborough Forest car park that can be lowered on weekends to deter anti-social behaviour and unnecessary noise along Park Street	Downshire West	£10,000.00	This project is currently on hold as DEARA conduct consultations with local residents who reside on the grounds. Procurement exercise planned to commence in approximately three months. Ongoing meetings taking place with DAERA Estates.
Parklet at the Cardan	Installation of outdoor infrastructure to create an outside space that helps support hospitality businesses to continue trading in line with government guidelines.	Lisburn South	£50,900.00	Planning approved in November 2022. Contractor has been appointed and due to be onsite in January 2023. Parklet will be delivered by March 2023.
Urban Investment Fund - 2nd call	Financial support package to support businesses opening up or expanding in the urban centres of Lisburn, Carryduff and Dundonald.	COUNCIL WIDE	£65,000.00	This is still in progress and has a deadline of 31st March 2023.

Home Safety Initiatives	Council provision of winter warmer packs through the home safety check scheme. The packs are for immediate short term support to help residence stay warm during cold weather. Items in pack could include: gloves, thermal scarfs etc and information leaflets	COUNCIL WIDE	£1,000.00	<p>Winter warmer packs have not been received by the NEA this year however we have a supply left over from last year which will go out to anyone in need who meet the set criteria. This info will be fed back to the NEA.</p> <p>Also, plans are in place to put together winter warmer packs for events scheduled to take place Jan-Mar 2023. The aim of the events - 'Keeping warm in Winter'. There will be various agencies providing advice including emergency planning and NEA.</p>
Environmental Services - Community Engagement	Continuation of the Responsible Dog Ownership programme in local primary schools providing advice and guidance to primary 7 pupils to promote their safety around dogs and highlighting the importance of being a responsible dog owner. Council Enforcement Officers will have a target to deliver the programme 15 schools	COUNCIL WIDE	£2,500.00	This project is on target to commence January 2023 targeting primary 7 pupils to raise awareness of the importance of responsible dog ownership.
Safety Advisory Group Guidance & Support	Lisburn & Castlereagh Council area maintains a Safety Advisory Group (SAG) for sports grounds and public outdoor events. The SAG provides specialist knowledge, advice and guidance to event organisers on how their event may impact attendees and the wider community. The aim is to ensure that event organisers consider all safety aspects to provide an enjoyable and safe event	COUNCIL WIDE	£20,000.00	The SAG continues to meet on a monthly basis according to the events planned.
Live Here Love Here	Supporting delivery of the KNIB Live Here Love Here campaign delivery including community grants scheme, Adopt a Spot & Big Spring Clean initiatives	COUNCIL WIDE	£20,000.00	<p>A total of £10,000 of LCCC's investment is redistributed in grants to community groups in the Lisburn and Castlereagh City Council area. The grants are launched in early May and close mid-April.</p> <p>The remaining £10,000 is directed towards campaign communications, annual third party media impact research and contribute to the support Lisburn and Castlereagh community groups receive through the NI wide campaigns that are delivered under the Live Here Love Here umbrella such as the "BIG Spring Clean" and "Adopt a Spot" etc.</p>
Dog Control & Environmental Communications Campaign	Dog Control & Environmental Communications Campaign	COUNCIL WIDE	£25,000.00	Campaign has begun, vans rebranded, digital signage on going, fouling signage ordered. Launch programmed for week beginning 13th Dec.
Hydebank Dog Exercise Area	Dog Exercise Area at Hydebank	Castlereagh South	£5,000.00	This project has not yet started, however it is likely to commence in January with an estimated completion at the end of March 2023
Irrigation System for Dungoyne Bowling Green	Irrigation System for Dungoyne Bowling Green	Castlereagh East	£20,000.00	Tender abandoned due to cost. Tender to be reviewed and re-issued in December / January 23

Maghaberry Dog Exercise area	Maghaberry dog exercise area	Killultagh	£3,000.00	Awaiting clarification from Estates on location and impact on future grass pitch
Primary School Biodiversity Projects	Biodiversity projects with 7 primary schools, 1 from each DEA area	COUNCIL WIDE	£7,000.00	8 x bat talks completed; equipment purchased; and 7 x horticultural workshops completed
Killeaton Open Space	New hedging, fencing, gates, bins and planting etc	Lisburn South	£46,235.00	Path (and bench) & earthen flood defences to be installed in December / January
Refurbish Entrance to Union Locks	Refurbish Entrance to Union Locks - Gates, fencing bins , seating and signage	Downshire West	£5,000.00	Work on this project was delayed due to the industrial action. Completion Date has now been set for 31st January 2023
Allotment and Horticultural Workshops	Allotment and Horticultural Workshops with community groups and Schools and with individual Allotment holders. This is funded via PHA	COUNCIL WIDE	£25,000.00	Project delivery has commenced. 7 horticultural workshops have been completed to date with one more having started last in November and two more scheduled for January.
Irrigation System for Milne Barbour Bowling Green	Irrigation System for Milne Barbour Bowling Green	Lisburn North	£20,000.00	Tender abandoned due to cost. Tender to be reviewed and re-issued in December / January 23
Eco Schools	Supporting the KNIB Eco Schools programme, to include the Wheelie Big Challenge	COUNCIL WIDE	£10,942.00	This project has commenced with the Eco Schools award ceremony held on 9th June to recognise achievements for the 21/22 year. Hosted by L&CCC. Schools honoured at the Green Flag event included: Ballycarrickmaddy Primary School, Brookfield Special School, Carr Primary School, Meadow Bridge Primary School, Oakwood Integrated Primary School, St Ita's Primary School, Pond Park Primary School. Ongoing provision of eco schools programme through KNIB to local schools
Community Compost Scheme	Offering community groups & schools free compost for use on non-profit projects within the Council area.	COUNCIL WIDE	£2,000.00	Approx. £2,500 of a £5,000 additional DfC allocated money spent by Nov. 2022 but remaining allocation removed back to central pot - compost requests until financial year end to be considered and if possible facilitated from any available underspends
Real Nappy Trial	Offers the opportunity to try reusable nappies for free for two weeks, as well as a refund on the cost of buying reusable nappies	COUNCIL WIDE	£1,000.00	Ongoing provision of nappy trials and refunds issued as per applications received.
Distribution of Fire Wood to Food Banks	Distribution of fire wood to food banks from tree maintenance works to combat fuel poverty	COUNCIL WIDE	£1,200.00	Project Complete with 200 tons distributed to food bank, churches and some community groups
Bat Talks / Walks	Bat Talks/Walks - Available to all members of the public via website and advertised on Council Social Media platforms	COUNCIL WIDE	£200.00	3 Bat Talks/Walks have completed. One cancelled due to strike action
Community Facilities Fund	Community Facilities Fund. An evaluation of 21/22 will take place. Based on the findings of the evaluation, it is anticipated that the Programme could be launched in 22/23 and delivered in 23/24.	COUNCIL WIDE		Project complete. Possible relaunch of scheme in March 2023

Compost Week Promotions	Promotional activities including compost giveaway to householders at Household Recycling Centres	COUNCIL WIDE	£1,500.00	This project has now completed as of 7th May 2022.
Gazebos to support Community and Business events	Supporting businesses and communities to realise programmes and events	COUNCIL WIDE	£12,000.00	This project is complete. This project is complete with 9 gazebos purchased, 68 sides and 72 weights. This supported approximately 8 events with circa 20,000 visitors
Parking/Greenway Infrastructure	Creation of a Car Park on Blaris Road through the development of a small parcel of land to accommodate users of the Lagan towpath and the newly opened (DFI Funded) greenway route which connects this location to the Sprucefield Park & Ride and on to the Maze Long Kesh area	Downshire West	£130,000.00	This project has now completed with parking for up to 23 vehicles and includes two family parking spaces and two disabled parking spaces. There are plans to install two EV charging points in due course.
Polytunnel @ LCCC Plant Nursery	Polytunnel @ LCCC Plant Nursery	COUNCIL OPERATIONAL	£20,000.00	Project complete. Polytunnels have been installed at the LCCC Plant nursery.
New seating on path from entrance to MLK to Lower Maze Hall.	New seating on path from entrance to MLK to Lower Maze Hall	Downshire West	£2,000.00	Project now complete. Seating and bins installed at site and can be used by the public.
Old Warren Youth Centre	Create level kick around area and new fencing for Youth Centre	Lisburn South	£5,000.00	This project has now completed with improvement works to Old Warren Youth Centre including gates and fencing installed.
Distribution of recycled plant materials from winter bedding	Distribution to individuals and community groups of recycled plant materials from winter bedding	COUNCIL WIDE	£2,000.00	This project is now complete with joint PR with Kappa. The plant material was distributed to council facilities on 30th May 2022.
Food Safety Guidance & Support - Natasha's Law	Natasha's Law was introduced for the purpose of providing clear allergen information on food products that are packaged to protect and inform allergen sufferers. EHSU will continue to provide guidance and support to new and existing businesses to comply with their legal responsibilities which will inevitably protect the public with food allergens and intolerances	COUNCIL WIDE	£2,100.00	Project complete. 129 visits were carried out over the project period. Reassessment visits carried out in October 22 confirmed that full compliance was achieved by businesses
Hills Street Tree Planting	Tree planting, extended path network and supply of 8x8 container for Community Group	Lisburn North	£5,000.00	This project is now complete. This project has consisted of Trees planted in the area, a pathway installed, a bonfire base installed and a container for community storage installed.



Corporate Services Committee

11th January 2023

Report from:

Head of Corporate Communications & Administration

Item for Decision

TITLE:

Lagan Valley Island – Building Illumination Requests

Background and Key Issues:

New illumination requests are presented below for Members' consideration:

1. Stepping Stones NI, Celebrating 25 Years of Service – 31 January 2023

A request was received from Stepping Stones NI on 22 November 2022 to light up Yellow on Tuesday 31 January 2023 to mark 25 Years of Services to the Lisburn & Castlereagh Community.

Stepping Stones NI have supported the council in challenging circumstances in the last year to deliver catering services at Lagan Valley Island. We have developed strong working relationships over a number of years and most recently, Stepping Stones have taken up residence at Navigation House where they will deliver a range of exciting initiatives supporting people with severe learning disabilities. Stepping Stones NI does invaluable work within the Lisburn & Castlereagh community as a local social enterprise.

The work of "Stepping Stones NI" can be viewed via the following link:-

<https://www.steppingstonesni.com/>

2. Northern Ireland Chest Heart & Stroke, National Heart Month (Feb) - 19 February 2023

A request was received from Northern Ireland Chest Heart & Stroke on 19 December 2022 to light up Red on 19 February 2023 to mark National Heart Month (Feb). They will also be holding their annual Red Dress Run on 26 February.

NICHHS states that four people in Northern Ireland die every day from heart disease. Coronary heart disease is the biggest single cause of premature deaths (of under 75s) which is why gathering support of the public for this cause is so important.

The work of "Northern Ireland Chest Heart & Stroke" can be viewed via the following link:- <https://nichs.org.uk/>

Recommendation:

It is recommended that Members consider the light up requests below which comply with the Building Illuminations' Policy:

- 1. Yellow on 31 January 2023 to mark Stepping Stones 25 Years of Service
- 2. Red on 19 February 2023 to mark National Heart Month

Finance and Resource Implications:

N/A

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

These requests are in accordance with the Illumination Policy which was Equality Screened in March 2021

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="N/A"/>	Option 2 Screen out with mitigation	<input type="text" value="N/A"/>	Option 3 Screen in for a full EQIA	<input type="text" value="N/A"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

N/A

Insert link to completed Equality and Good Relations report:

N/A

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

No

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

No

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

N/A

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

N/A

3. Environmental & Sustainability Impact Assessment:

Has consideration been given to environmental impact?

No

Has an Environmental & Sustainability Screening been completed?

No

If no, please provide explanation/rationale:

N/a

If yes, please summarise the outcome of the E&S screening:

N/A

Please provide a link to the E&S screening and to any other relevant attachments:

N/A

SUBJECT TO PLANNING APPROVAL:

No

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

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

APPENDICES: Appendix 1 – Stepping Stones NI Request
 Appendix 2 –Northern Ireland Chest Heart & Stroke Request

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:

From: Paula Jennings [<mailto:paula.jennings@stepping-stones.org.uk>]
Sent: 22 November 2022 10:51
To: Stephanie Kelly <stephanie.kelly@lisburncastlereagh.gov.uk>
Cc: Ciara Brennan <Ciara.Brennan@stepping-stones.org.uk>
Subject: Celebrating 25 years

Hi Stephanie

Stepping Stones NI will be celebrating 25 years of service to the Lisburn and Castlereagh City Council Community on 31st January 2023. We have been instrumental in changing the lives of people with disabilities and changing perceptions in the community over these years with tremendous support from LCCC.

Would it be possible to mark the occasion with acknowledgement possibly through the Mayor's Office and with a building light/glow up.

I look forward to hearing from you.

Best regards
Paula

From: Una McHugh
Sent: 19 December 2022 15:12
Subject: RE: Lighting up council buildings

I hope you're well!

I am writing to submit a request to light up the Council civic buildings on **Wednesday 1st February 2023** in the colour red.

February is National Heart Month, and Northern Ireland Chest Heart and Stroke will be holding its annual Red Dress Run on the 26th of the month to raise funds and awareness to fight heart disease. 4 people in Northern Ireland die every day from heart disease, and coronary heart disease is the biggest single cause of premature deaths (of under 75s) which is why we believe gathering the support of the public for this cause is so important.

We would love for the Lisburn & Castlereagh Council to help mark this.

Can you let me know if this will be possible?

Many thanks,
Una

Una McHugh
Communications and Marketing Officer
Northern Ireland Chest Heart & Stroke

From: Una McHugh
Sent: 20 December 2022 11:04
To: Ben Bradford
Subject: RE: Lighting up council buildings

Hi Ben

Thanks so much for your response. Would the 19th of February itself be possible or would it have to be after that date?

Thanks

Una

Corporate Services Committee

Confidential

11th January 2023

Confidential Report from:

Head of Parks & Amenities

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

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

When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

Once a new
lease has been
signed

Never

Item for Noting

TITLE: **Parks Accommodation and Equipment Husbandry**

Background and Key Issues:

1. At the meeting of the Corporate Services Committee on 14th December 2022, Members approved in principle the leasing of Unit 24 Altona Road as detailed within Head of Parks & Amenities December report as an interim measure to address an urgent accommodation need for Parks staff and equipment, pending a future long term Accommodation Strategy and Asset Management Plan.

2. The lease and financial appraisal are now presented to Members for approval with the former being required to go to Council for sealing in due course.

Recommendation:

It is recommended that Members approve:

1. the financial appraisal to justify the leasing of Unit 24 Altona Road as an interim measure pending a future long term Accommodation Strategy and Asset Management Plan;
2. the signing and sealing of the Lease, post ratification of the Corporate Services Committee Minutes at the full Council meeting;
3. if the lease is not ready in time to present to the Corporate Services Committee in January, to delegate authority to the Director of Finance and Corporate Services and the Chair of Corporate Services to approve the lease which will then be presented directly to Council in January for ratification.

Finance and Resource Implications:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- IT cabling/networking costs (TBC) but absorbed by in-year underspends and efficiencies within P&A - if required
- Partition wall (TBC) but absorbed by in-year underspends and efficiencies within P&A - if required

These costs are now included within the current draft of the estimates for 2023/2024. The 2022/23 portion will be met from existing Leisure & Communities Wellbeing budgets.

Screening and Impact Assessment

1. Equality and Good Relations

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

No

If no, please provide explanation/rationale

[Empty text box for explanation/rationale]

If yes, what was the outcome?

Option 1
Screen out
without mitigation

No

Option 2
Screen out with
mitigation

No

Option 3
Screen in for
a full EQIA

No

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

No

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

No

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

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

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 1 - Financial Appraisal for Unit 24 Altona Road
Appendix 2 - Lease for Unit 24 Altona Road

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Corporate Services Committee

Confidential

11th January 2023

Report from:

Joanne Hewitt, Head of Finance

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

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

When will the report become unrestricted:

Specify when report will become available	-	Redacted report available	After full Council	Never	-
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Item for Noting

TITLE: Management Accounts – Period 8 (November)

Background and Key Issues:

Period 8 - Management Accounts

1. Attached is the set of Management Accounts for the period ended 30 November 2022.
2. This shows a summary of each directorate and any opportunities or risks that may arise before the end of the financial year.

3. It is to be noted that the net profiled expenditure for the period is **£416,528 below the approved estimates (1.31% underspend)** for the financial year 2022/2023. This is the position excluding costs funded from earmarked reserves, which are listed separately in the appendix.
4. The position has decreased from 1.93% underspent in period 7.
5. The underspend as at period 8 of £416k is summarised below:
 - Payroll Underspend - £244k
 - Non-payroll Overspend - £960k
 - Income Overachievement - £1,132k

Analysis of current position

6. In terms of *payroll* expenditure, the Council is carrying a number of vacant posts and therefore the costs have not materialised.
7. These posts have been advertised / are being advertised but the recruitment market remains challenging.
8. Both the regional and local pay offers have been formally agreed and paid within the period 8 management accounts.
9. The payroll underspend decreased from £572,877 in period 7 to £244,047 in period 8.
10. The strike action during September/October had an impact on the payroll expenditure. It is anticipated some of this payroll movement, as a result of strike action, would be offset by increased costs from waste as recyclable material would likely be sent to landfill as a result of contamination. There is no financial risk at present but may materialise once reconciliations of waste tonnages are completed.

[REDACTED]

12. In terms of *non-payroll* there are a number of factors which contribute towards the current overspend position:

13. Utility costs – there continues to be price uncertainty relating to electricity and gas charges. Costs were £928k over profiled budget for period 8 (£2,154,463 actual vs £1,226,714 budget). Periods 1- 8 account for approx. 62.85% of the annual budget as profiled spend is weighted to the winter months.

[REDACTED]

[REDACTED]

15. In terms of *income*, there are areas which are underachieving which are offset by areas that are overachieving. Some of the key income streams and performance to date are detailed below:

- Vitality membership income is tracking income at 22% (P7 - 18%) ahead of budget by the end of P8 (actual to date £1,047,240 v budget to date £858,000).
- Income from golf courses has performed better than anticipated, (£643,338 actual to date v £491,981 budget to date) achieving 31% over planned budget at P8 (P7 – 32%).
- Trade Waste collection has performed better than anticipated (£397,332 actual v budget to date £315,000) achieving 26% over planned budget at P8.
- MRF income is tracking well above profiled budget as at period 8 with income at £82,511 compared to a profiled budget of £16,000.
- Investment income is tracking well above profiled budget at period 8 with income at £159,759 compare to a budget of £13,333. This is due to the increase in investment interest rates, which is expected to continue for the coming months.
- Income for building control is 17% (P7 – 9%) below profiled budget for period 8 (£652,285 actual to date v £786,984 budget to date).
- Planning fees income is tracking 13% (P7 – 10%) below profiled budget for period 8 with actual income of £640,742 compared to a period 8 budget of £733,330.

Other Considerations going forward

16. Payroll

- Both the regional and local pay awards will have an impact on future average holiday payments and overtime payments.
- Ongoing recruitment challenges. Resources are stretched and challenged across the organisation. A number of recruitment exercises are ongoing, however there is no guarantee these posts will attract suitable candidates.
- Impact of availability of cover that may be required for absence.
- Chancellor statement that the increase in NIC contributions (1.25% for employer and employee contributions) which came in April 2022, has been reversed from November 6th 2022.

17. Non Payroll

- Inflation is currently 10.7%. The Bank of England has stated that it expects inflation to remain above 10% for a few months before starting to come down, whilst other sources are estimating higher inflationary increases.
- [REDACTED]
- [REDACTED]

- Rising utility costs – current impact up to period 8 is detailed above. The overall forecasted impact has been reduced due to the price cap of non-domestic energy costs being introduced. The potential overspend is expected to be around £1.2m. It is however likely to have a significant additional impact on the 2023/24 estimates as the price cap is only in place to March 2023.
- Fuel costs – the current volatility of the market continues to be a risk for the remainder of the financial year. The risk on the Management accounts has been decreased to £40k to reflect the recent fluctuations in fuel prices.
- Increasing prices for current and new contracts, including vehicle material costs remains a risk for the remainder of the financial year.
- A risk remains in relation to trade waste refunds. This is due to the likelihood of refunds being issued for trade waste customers who did not receive the service they have paid for upfront during the weeks of the industrial action.
- It is expected an underspend within Waste Services will start to materialise. This is due to the delay in the procurement for the new residual waste treatment contract, which is not expected to be in place until, at the very least, April 2022.

18. Income

- If inflation/cost of living continues to increase, as expected over the coming months, there is a risk that footfall within the leisure facilities may reduce / memberships may be cancelled.
- As part of the rates setting process, the income budget for conferencing within Lagan Valley Island were reduced. These budgets are profiled from period 6 onwards in the financial year. Although income is tracking on target at present, there remains a risk that the expected income for these areas will be less than predicted in the coming months due to the inflationary increases/cost of living increases.

19. Capital/construction costs

- As with revenue projects, there is a risk of increasing contractors prices in relation to capital projects.

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[Redacted]

Current and future cost pressures

- 21. Analysis of current and future cost pressures for all Councils have been carried out and communicated with DfC through SOLACE.
- 22. The Association of Local Government Finance Officers (ALGFO) continue to liaise with DfC on a regular basis.

Moving Forward

- 23. Finance continue to have regular monthly budget meetings with each Department and will continue to monitor the current and any future risks or opportunities.

Recommendation:

It is recommended that Members note the information contained in this report.

Finance and Resource Implications:

As above

Screening and Impact Assessment

1. Equality and Good Relations

Has an equality and good relations screening been carried out on the proposal/project/policy? No

If no, please provide explanation/rationale

Not applicable.

If yes, what was the outcome?:

Option 1 Screen out without mitigation	N/A	Option 2 Screen out with mitigation	N/A	Option 3 Screen in for a full EQIA	N/A
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

No

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

No

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

Not applicable.

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

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Management Accounts – Period 8

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

LISBURN AND CASTLEREAGH CITY COUNCIL
2022/2023 MANAGEMENT ACCOUNTS

Period 8

2022/23

Comments

SUMMARY BY DIRECTOR

	Annual Budget	YTD P8 Act & Comm	YTD P8 Budget	Variance	
	£	£	£	£	
Finance & Corporate Services	6,658,800	4,273,849	4,400,384	-	126,535 -2.88%
Governance & Audit	691,660	452,219	466,371	-	14,152 -3.03%
Leisure & Community Wellbeing	13,476,870	9,772,445	9,293,913	-	478,532 5.15%
Environmental Services	20,151,120	13,010,668	13,545,154	-	534,486 -3.95%
Service Transformation	7,783,410	3,816,851	4,036,495	-	219,644 -5.44%
Total	48,761,860	31,326,032	31,742,317	(416,285)	-1.31%

Costs excluded from above covered by reserves:

Planning JR costs & Legal Fees		288,960		288,960
LDP		115,955		115,955
Corporate Legal Fees		58,262		58,262
Globe Funding Development		70,000		70,000
Leisure new equipment		179,084		179,084
COVID Costs (from 21/22 reserves balance b/fwd)		164,076		164,076
				876,337

RISKS - Costs projected for remainder of Fin Year

Additional risk of local & national pay awards - 4 months			862,000
Price Increases of Fuel			40,000
Price increases of Utilities			262,000
[REDACTED]			[REDACTED]
Impact of inflationary increases on materials and chemicals			40,000
Vehicle materials			20,000
[REDACTED]			[REDACTED]
TOTAL RISKS			x

based on price cap for winter consumption

OPPORTUNITIES -

[REDACTED]			[REDACTED]
Delay in awarding Residual Waste Treatment Contract			200,000
TOTAL OPPORTUNITIES			[REDACTED]

Payroll/non Payroll/ Income Summary per Directorate to Period 8					Explanation
Finance & Corporate Services	Annual Budget	YTD P8 Act & Comm	YTD P8 Budget	Variance	
	£	£	£		
Payroll	4,632,840	3,060,797	3,053,084	7,713	Pay award has been paid in period 8 .
Non-Payroll	3,084,579	2,098,045	2,026,072	71,973	Overspend mainly driven by increases in utility costs and rising inflation impact on goods and services
Income	(1,058,619)	(884,993)	(678,772)	(206,221)	Bank Interest higher than expected due to increase in interest rates .
Total Net - Service Support	6,658,800	4,273,849	4,400,384	(126,535)	-2.88%
Governance & Audit					Explanation
	Annual Budget	YTD P8 Act & Comm	YTD P8 Budget	Variance	
	£	£	£		
Payroll	618,730	402,192	412,598	(10,406)	Although the pay ward was paid in Nov, the Payroll underspend is mainly due to unfilled roles, offset by Agency costs .
Non-Payroll	72,930	67,121	53,773	13,348	
Income	-	(17,094)	-	(17,094)	Recoupment of seconded policy officer.
Total Net - Governance and Audit	691,660	452,219	466,371	(14,152)	-3.03%
Leisure & Community Wellbeing					Explanation
	Annual Budget	YTD P8 Act & Comm	YTD P8 Budget	Variance	
	£	£	£		
Payroll	12,895,580	8,553,990	8,595,777	(41,787)	The pay award was paid in Nov 22 and this has largely been offset by a number of vacant posts across the directorate. The majority of these posts are currently being recruited.
Non-Payroll	8,460,010	6,975,407	5,881,045	1,094,362	Overspend in non payroll is mainly due to increases in utility costs in Leisure Centres as well as increases in Contractors costs, materials and chemicals due to impact of rising inflation.
Income	(7,878,720)	(5,756,952)	(5,182,909)	(574,043)	Sports services income continues to show a favourable income position , particularly in Vitality, DIIIB Bowling , Caravan park , Golf Courses and CHGC. However, This trend may not continue due to current economic climate . The overachievement in Vitality Income impacts on the general LVLP income which is currently behind budget at Period 8 (£175K) but overall Sport Services income at period 8 is ahead of budget expectations.
Total Net - Leisure and Community Wellbeing	13,476,870	9,772,445	9,293,913	478,532	5.15%

Environmental Services	Annual Budget	YTD P8 Act & Comm	YTD P8 Budget	Variance	Explanation
Payroll	11,155,900	7,447,877	7,393,311	54,566	The pay award was paid in Nov 22 and whilst some of the vacant posts have been recruited there are still a number of vacancies. OSU overtime costs are above average in Oct/Nov due to 'catch up' impact from industrial action in Oct.
Non-Payroll	12,480,010	8,147,606	8,561,972	(414,366)	Overspends across the directorate include: Insurance Costs £75.7k (Premiums £12k, Self Insurance Fund £63.7k); Food Caddy Liners £79k; Fuel £66k, and Vehicle Mats £2.6k both due to inflationary pressures, these have been offset by the following underspends within Waste Management: Civic Amenity various Waste haulage and disposal costs (£127.2k); Arc21 contracts (£192.3k) and (£380k) Residual Waste Treatment Contract.
Income	(3,484,790)	(2,584,815)	(2,410,129)	(174,686)	Current under achievement in Building Control income of £134.7k is being off set by over achievements in Cemetery income (£56.6k), Off Street Parking Charges (£39.6k), Trade Refuse Collection (£82.3k) and ARC 21 MRF (£66.5k).
Total Net - Environmental Services	20,151,120	13,010,668	13,545,154	(534,486)	-3.95%
Service Transformation	Annual Budget	YTD P8 Act & Comm	YTD P8 Budget	Variance	Explanation
Payroll	5,455,580	3,378,270	3,632,403	(254,133)	Although, the pay award has been paid in Nov , overall payroll is underspent at period 8. Some open roles have now been recruited but there are posts in Development & Procurement that remain unfilled.
Non-Payroll	8,760,340	5,296,059	5,101,220	194,839	Mainly due to Funded Projects which are offset by income accrual.
Income	(6,432,510)	(4,857,478)	(4,697,128)	(160,350)	The underspend is mainly due to income accruals offset by expenditure for funded projects. Plan fees are underachieved at period 8 by £92 k due to current climate.
Total Net - Service Transformation	7,783,410	3,816,851	4,036,495	(219,644)	-5.44%

Corporate Services Committee

Confidential

11 January 2023

Confidential Report from:

Head of Human Resources and Organisation Development on behalf of the Head of Sports Services

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

(select from the list below reason why report is confidential and delete as appropriate)

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.

When will the report become unrestricted:

Specify when report will become available	<input type="text"/>	Redacted report available	<input type="text"/>	Following Council Ratification	<input type="text"/>	Never	<input type="text"/>
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Item for Decision

TITLE: **Change in Grade of Post**

Following the post of Area Manager Local Facilities within Sports Services becoming vacant, the Head of Service undertook a review of the existing job description was undertaken.

2. The post was subsequently evaluated at a scale of PO4,

3. In accordance with the Scheme of Delegation, any post which results in an increase in substantive headcount or cost requires approval by this Committee. Members are therefore asked to agree the post for external recruitment accordingly.

Recommendation

1. It is recommended that Members approve the evaluated post of Area Manager, Local Facilities for recruitment.

Finance and Resource Implications:

1. [REDACTED]

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Independent Job Evaluation.

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="N/A"/>	Option 2 Screen out with mitigation	<input type="text" value="N/A"/>	Option 3 Screen in for a full EQIA	<input type="text" value="N/A"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

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

As above

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

3. Environmental & Sustainability Impact Assessment:

Has consideration been given to environmental impact?

No

Has an Environmental & Sustainability Screening been completed?

No

If no, please provide explanation/rationale:

As above

If yes, please summarise the outcome of the E&S screening:

Please provide a link to the E&S screening and to any other relevant attachments:

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Corporate Services Committee
Confidential
11th January 2023

Confidential Report from:

Chief Executive

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

When will the report become unrestricted:

Specify when report will become available	<input type="checkbox"/>	Redacted report available	<input checked="" type="checkbox"/>	Never	<input type="checkbox"/>
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Item for Decision

TITLE: **Efficiency Review Steering Group - Update**

Background and Key Issues:

The Efficiency Review Steering Group met on Monday 12th December 2022 and the report and action notes from this meeting are attached.

Consideration of Senior Management Structure

The Chief Executive, presented a detailed business case to revise elements of the Senior Management Structure to better reflect the need for focus on economic growth, organisational development, commercialisation and innovation. Members agreed to support the recommendations.

Recommendation:

It is recommended that Members agree to the structures as outlined in the Efficiency Review Steering Group report attached.

Finance and Resource Implications:

It is anticipated that the net cost to the Council will be met from existing resources.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

n/a

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="n/a"/>	Option 2 Screen out with mitigation	<input type="text" value="n/a"/>	Option 3 Screen in for a full EQIA	<input type="text" value="n/a"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

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

n/a

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

[Redacted]

SUBJECT TO PLANNING APPROVAL:

No

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APPENDICES:

[Redacted]

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

[Redacted]