



21st April, 2023

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

A meeting of Lisburn & Castlereagh City Council will be held on **Tuesday, 25th April 2023** at **7:00 pm** in the Council Chamber and remote locations for the transaction of the business on the undernoted agenda.

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

A hot buffet will be served in Lighters Restaurant at 6.00 pm for those Members who have confirmed in advance.

DAVID BURNS
CHIEF EXECUTIVE
LISBURN & CASTLEREAGH CITY COUNCIL

Agenda

1.0 BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR

📄 *Mayor and Deputy Mayor Engagements for Council Meeting Apr 2023.pdf*

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2.0 APOLOGIES

3.0 DECLARATIONS OF MEMBERS' INTERESTS

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

4.0 COUNCIL MINUTES

4.1 Meeting of Council - 28 March 2023

📄 *MM 28.03.2023 Draft Minutes for adoption.pdf*

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5.0 MATTERS ARISING

6.0 DEPUTATIONS

7.0 BUSINESS REQUIRED BY STATUTE

1.0 Signing of Legal Documents

1. Lisburn and Castlereagh City Council and DFPF Ltd t/a People 1st, Rosemont, 89 Malone Road, Belfast BT9 6SP – T22/23-058 – Award letter to People 1st Ltd as the supplier to deliver the Self-Employment Support Programme

2. Lisburn and Castlereagh City Council and Ulster Supported Employment Ltd, 182-188 Cambrai Street, Belfast BT13 3JH – T22/23-036 – Award letter to Ulster Supported Employment Ltd as the supplier to deliver the Economic Inactivity Linked to Disability Programme

3. Lisburn and Castlereagh City Council and Doris Elizabeth Cromie, Jonathan Richard Cromie, Geoffrey Simon Cromie and Louise Victoria Belshaw, c/o The House of Vic Ryn, Moira Road, Lisburn BT28 2RF – Lease of Units 5 and 6, Blaris Industrial Estate, 24 Altona Road, Lisburn BT27 5QB being the part of the premises currently comprised in Folio DN 39717 County Down

4. Lisburn and Castlereagh City Council and Citywatch CCTV Northern Ireland, PSNI, 15 Barrack Street, Lisburn BT28 1TJ – Letter of Offer – Supplement Agreement – between Citywatch CCTV Northern Ireland and

Lisburn and Castlereagh City Council

5. Lisburn and Castlereagh City Council and M Large Tree Services Limited, 74 Church Road, Glengormley, Newtownabbey BT36 7LN - Contract for the Provision of Arboricultural Services

6. Lisburn and Castlereagh City Council and Stepping Stones, 39 Seymour Street, Lisburn BT27 4SY – STA 22/23-056 – Management Agreement relating to the Provision of Catering Services at Lagan Valley Island

7. Lisburn and Castlereagh City Council and Bangor West Limited, Block D, 17 Heron Road, Belfast BT3 9LE – Contract for Disposal of Land at Hillsborough Road, Lisburn

8. Lisburn and Castlereagh City Council and Placecube Limited, 1 London Street, Reading RG1 4PN – Contract for Digital Platform

9. Lisburn and Castlereagh City Council and Eircom UK Ltd t/a Eir Evo, Davenport House, 16 Pepper Street, Glengall Bridge, London E14 9RP – Contract for Telephony Services

10. Lisburn and Castlereagh City Council and British Telecommunications plc, 1 Braham Street, London E1 8EE – Contract for Managed Service to support Local Area Network (LAN)

11. Lisburn and Castlereagh City Council and Eircom UK Ltd t/a Eir Evo, Benmore House, 343-353 Lisburn Road, Belfast BT2 8LA - Contract for the Provision and Implementation of an IT Cloud Transition and Ongoing Support Services

12. Lisburn and Castlereagh City Council and Maghera Developments Ltd, 21 The Square, Castlewellan BT31 9DN – Contract for Proposed Viewing Gallery at Wallace Park, Lisburn

8.0 ADOPTION OF MINUTES OF COMMITTEES

8.1 Leisure & Community Development Committee - 4 April 2023

[📄 LCDC 04042023 Draft Minutes for Adoption.pdf](#)

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8.2 Environmental Services Committee - 5 April 2023

[📄 ESC 05.04.23 Draft Minutes for Adoption.pdf](#)

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8.3 Development Committee - 6 April 2023

[📄 DC 04 06 2023 Draft Minutes for Adoption.pdf](#)

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8.4 Corporate Services Committee - 12 April 2023

[📄 CSC 12 04 2023 Draft minutes for adoption.pdf](#)

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8.5 Planning Committee - 6 March 2023 (for noting)

[📄 PC 06.03.2023 - Ratified Minutes.pdf](#)

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9.0 REPORT FROM CHIEF EXECUTIVE

(None)

10.0 REPORTS FROM MEMBERS ON BOARDS

(None)

11.0 REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE

(None)

12.0 NOTICES OF MOTION

12.1 No. 1 on the subject of Support to NI Farmers and Lower Food Prices

[📄 NoM Cllr N Anderson re Support to NI Farmers and Lower Food Prices.pdf](#)

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13.0 CONFIDENTIAL BUSINESS

(None)

14.0 ANY OTHER BUSINESS

MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Monday 20th March

Mayor to host reception for Dundonald Art Corridor following their success in the Pride of Place awards

Tuesday 21st March

Mayor to host Claire O'Neill, badminton athlete, selected for Special Olympics Team Ireland

Wednesday 22nd March

Mayor to attend Vintage Tea & Concert hosted by Café Vic-Ryn in aid of his mayoral charities

Friday 24th March

Mayor to attend Kings Coronation Tapestry Workshop, Island Arts Centre

Mayor to attend 4th Lisburn Boys Brigade Display

Saturday 25th March

Mayor to attend Boys Brigade Northern Ireland National Masterteam (Quiz) Final

Monday 27th March

Mayor to attend Chinese Consulate Reception, Belfast

Tuesday 28th March

Mayor to attend Chinese Consulate Forum, Queens University Belfast

Wednesday 29th March

Mayor to attend Foshan Delegation Tour at Hillsborough Castle

Friday 31st April

Mayors Thank You Dinner, La Mon Hotel

Tuesday 4th April

Mayor to welcome delegates to LCCC & NMDDC Joint Export Conference, LVI

Mayor to attend Harry Ferguson Sculpture relocation rededication, Hillsborough

Mayor to host reception for Hillsborough Boys Juniors Football Club travelling to the Netherlands to compete in two prestigious tournaments

Wednesday 5th April

Mayor to visit Royal Belfast Hospital for Sick Children to deliver Easter Eggs to the children

Thursday 6th April

Mayor to host Movie Day for mayoral charities, LVI

Saturday 15th April

Mayor to attend Musical Tribute to the Late Queen Elizabeth II hosted by ABF The Soldiers' Charity, Waterfront Hall

DEPUTY MAYOR'S ENGAGEMENTS FOR FULL COUNCIL MEETING

Friday 24th March

Deputy Mayor to host a reception for Lisburn Feile, LVI

Monday 3rd April

Deputy Mayor to host a reception for LGBTQ groups, LVI

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Hybrid Monthly Meeting of Council held on Tuesday 28 March, 2023 at 7:00 pm****PRESENT IN CHAMBER:**

The Right Worshipful the Mayor
Councillor S Carson

Deputy Mayor
Councillor M Guy

Aldermen J Baird, W J Dillon MBE, D Drysdale,
A G Ewart MBE, M Henderson MBE, S Martin, S P Porter
and J Tinsley

Councillors R T Beckett, F Cole, D J Craig, A P Ewing,
A Givan, A Gowan, M Gregg, S Hughes, J Lavery BEM,
S Lee, H Legge, J McCarthy, G McCleave, C McCready,
A McIntyre, R McLernon, U Mackin, T Mitchell, Jenny Palmer,
S Skillen and A Swan

PRESENT IN REMOTE LOCATION:

Alderman O Gawith

Councillors R Carlin, S Lowry and S Mulholland

IN ATTENDANCE:

Lisburn & Castlereagh City Council

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

Reverend R Higginson, Mayor's Chaplain

Commencement of the Meeting

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

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

The Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting.

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

Prayers

The Right Worshipful the Mayor, Councillor S Carson, expressed condolences in relation to the following bereavements:

- Mark Hanley, husband of Alma Hanley, Waste & Operational Services Unit; and
- Louise, mother of James Rodgers, Parks & Amenities.

Councillor Carson also conveyed best wishes for a speedy recovery to Councillor John Palmer who had undergone recent surgery.

The Right Worshipful the Mayor, Councillor S Carson, welcomed his Chaplain, Reverend Roger Higginson, Lisburn Free Presbyterian Church, to the meeting. Reverend Higginson gave an address and said a prayer during which he too remembered the bereaved families referred to by the Mayor, as well as Councillor Palmer.

At this point, The Right Worshipful the Mayor, Councillor S Carson, thanked Reverend Higginson for his attendance and he left the meeting (7.17 pm).

1. Business of The Right Worshipful the Mayor

1.1 Mayor's Engagements (00:14:00)

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

2. Apologies (00:14:16)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman A Grehan, Councillors N Anderson, J Gallen, John Palmer and N Trimble and the Director of Finance and Corporate Services.

3. Declarations of Interest (00:14:50)

There were no declarations of interest made at this point.

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3. Declarations of Interest (Contd)

During the course of the meeting, Councillor D J Craig declared an interest in item 14.7, 'Crossing Patrol Person at St Aloysius Primary School and St Patrick's Academy, Ballinderry Road, Lisburn', given that he was a member of the Education Authority.

4. Council Minutes (00:15:32)

The Right Worshipful the Mayor, Councillor S Carson, drew attention to a point of accuracy. At the last meeting of Council, Councillor S Lowry had proposed the minutes of the special meeting of Council held on 31 January, 2023; however, she had not been in attendance at that meeting and, therefore, a new proposer was required. The minutes of the special meeting of Council were proposed by the Deputy Mayor, Councillor M Guy.

It was proposed by Councillor Gregg, seconded by Councillor A Givan and agreed that the minutes of the meeting of Council held on 28 February, 2023 be confirmed and signed, subject to:

Page 111, Item 13.3

National Association of Councillors (NAC) Leadership Workshop

At the request of Alderman M Henderson, the word 'Chairman' in the first sentence be amended to 'Member'.

5. Matters Arising (00:18:11)

Page 106, Item 4, Council Minutes (Matters Arising – Page 43 Item 13.1)

Kerbside Collection Full Business Case

Alderman S P Porter welcomed an announcement on the Council's Facebook page that a consultation process would be carried out in relation to Kerbside Collections. Having been contacted by a number of residents who were keen to participate in this, he sought an indication of when the consultation would commence. The Chief Executive stated that the Council was currently engaging with a number of groups that had made representation. That would require to be completed in the first instance and a timetable would be set out thereafter. In response to a query from Councillor Gregg as to why the engagement with groups could not form part of the consultation, the Chief Executive explained that the consultation period would last for 12 weeks. If commenced now, it would infringe on the 'Purdah' period and, therefore, could not start until after the forthcoming Local Government Elections. The groups currently being engaged with had approached the Council with specific issues that had to be addressed to ensure that the wider consultation then dealt with those issues.

At the request of Alderman S P Porter, the Chairman of the Environmental Services Committee, Councillor M Gregg, agreed that this matter would be included on the agenda for next week's Environmental Services Committee meeting when it could be further debated.

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6. Deputations (00:25:10)

There were no deputations.

7. Business Required by Statute(i) Signing of Legal Documents (00:25:16)

It was proposed by Alderman M Henderson, seconded by Alderman J Tinsley and agreed that the following legal document be signed at the meeting:

- Lisburn and Castlereagh City Council and The Woodland Trust, Kempton Way, Grantham, Lincolnshire NG31 6LL – Deed of Covenant in respect of Tree Planting and Woodland Maintenance and Carbon Sequestration relating to land at Billy Neill MBE Country Park, Comber Road, Belfast BT16 1RQ.

8. Adoption of Minutes of Committees**Environmental Services Committee****1 March, 2023**

(00:25:45)

Proposed by Councillor M Gregg

Seconded by Councillor C McCready

Development Committee**2 March, 2023**

(00:26:15)

Proposed by Alderman A G Ewart

Seconded by Alderman W J Dillon

Leisure and Community Development Committee**7 March, 2023**

(00:26:49)

Proposed by Councillor A McIntyre

Seconded by Councillor A Gowan

Page 147, Item 4.6King's Coronation Grant Aid Programme

Councillor S Skillen expressed disappointment with comments made towards her at the Leisure and Community Development Committee meeting following her proposal that groups be awarded grants of £500, rather than £455, to mark the King's Coronation. In making the proposal she was endeavouring to represent all those people who wished to celebrate that event. In response to a query by Councillor Skillen, the Director of Leisure and Community Wellbeing confirmed that the additional funds required to provide the increased grants would not be taken from the hardship fund; rather it would be identified from within the year underspend.

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Verbal Matter – Lough Moss Improvements
Alderman M Henderson

Alderman M Henderson expressed thanks to the Director of Leisure and Community Wellbeing and those staff involved in work at Lough Moss that saw the provision of raised gardens and a polytunnel. This had been well-received by local residents.

Page 149, Item 5.5
Use of Wallace Park – Lisburn Féile

Councillor D J Craig enquired if assurances had been sought from the organisers of the above event that there would be no sectarian chants as had been the case at similar recent events in other areas. The Director of Leisure and Community Wellbeing confirmed that, since the Committee meeting, there had been continued engagement with the organisers to ascertain the scope and scale of the event, as well as its operating model, and to discuss policy and Safety Advisory Group requirements.

Councillor Craig having referred to social media comments regarding this matter following the Committee meeting, and Alderman S P Porter having also referred to the comments aimed at Councillor Skillen as outlined earlier, The Right Worshipful the Mayor, Councillor S Carson, reminded Members that, whilst they had differing political views, it was important to be respectful of each other.

Corporate Services Committee

8 March, 2023

(00:35:55)

Proposed by Councillor S Hughes

Seconded by Councillor U Mackin

Governance and Audit Committee

13 March, 2023

(00:36:25)

Proposed by Alderman D Drysdale

Seconded by Councillor Jenny Palmer

Planning Committee

6 February, 2023

(00:37:06)

The minutes of the Planning Committee meeting of 6 February, 2023 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 6 March, 2023. It was proposed by Alderman J Tinsley, seconded by Councillor A Swan and agreed that their contents be noted.

9. Report from Chief Executive (00:37:41)

9.1 Delegated Authority – Operational/Strategic Decisions up to Annual Meeting (00:37:46)

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

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9.1 Delegated Authority – Operational/Strategic Decisions up to Annual Meeting (Contd)

- (a) from the day after the April Council meeting (26 April) until the day before the Local Government Elections (17 May), authority be delegated to the Chief Executive, in consultation with Committee Chairmen and Vice-Chairmen, as well as the Mayor, to take urgent operational or strategic decisions; and
- (b) from the day of the Local Government Elections (18 May) until the day before the Annual Meeting (7 June), authority be delegated to the Chief Executive, in consultation with the Mayor, to take urgent operational or strategic decisions.

9.2 Request to Set Aside Byelaws – Wallace Park (00:39:10)

It was proposed by Councillor T Mitchell, seconded by Councillor A McIntyre and agreed that:

- (a) approval be given to a request to hold a religious service in Wallace Park on Sunday, 9 April to celebrate Easter; and
- (b) approval be given to the setting aside of the Byelaws to enable the request to proceed.

Councillor Mitchell pointed out that, whilst the request had been received from Railway Street Presbyterian Church, the request was on behalf of city centre churches.

10. Reports from Members on Boards (00:40:30)

There were no reports from Members on Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure (00:40:34)

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

12. Notice of Motion (00:30:40)12.1 “Postbox to Heaven” (00:40:45)

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

“Following a recent initiative in Antrim & Newtownabbey Council, I am proposing that we grant Agreement in Principle for LCCC to consider the installation of a “Postbox to Heaven” in all Council owned cemeteries within our Council area to provide a potential outlet for those grieving the loss of a loved one”.

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12.1 "Postbox to Heaven" (Contd)

The Notice of Motion was proposed by Councillor H Legge and seconded by Councillor Jenny Palmer.

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

13. Confidential Business (00:42:14)

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

"In Committee"

It was proposed by Councillor A P Ewing, seconded by Alderman J Tinsley and agreed that the following item be considered "in committee", in the absence of members of the press and public being present. The livestream was paused at 7.46 pm.

13.1 Standing Committees

(Report would be available following confirmation from DfC)

It was proposed by Alderman M Henderson, seconded by Councillor J McCarthy and agreed that:

- (a) approval be given to the new Standing Committees, as outlined in the report, together with their related Terms of Reference. It was noted that there would be time needed to ensure the Constitution, Standing Orders, Accounting Manual and other specific policies/processes were updated to reflect the changes arising from the Terms of Reference;
- (b) approval be given to using the D'Hondt method, which was the default method, for the allocation of positions for the next Council term. It was noted that management's intention was to provide a listing of all positions to be filled through D'Hondt, in addition to other positions, to Party Nominating Officers as soon as this was available;
- (c) that the Quota Greatest Remainder method be used for the appointment of Councillors to Committees; and
- (d) subject to approval by DfC, the proposed approach in respect of Special Responsibility Allowances, as set out in the report, be approved.

Resumption of Normal Business

It was proposed by Councillor D J Craig, seconded by Councillor A P Ewing and agreed to come out of committee and normal business was resumed. The live stream of the meeting was recommenced at this stage (7.50 pm).

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14. Any Other Business (00:42:57)14.1 Presence of Dogs at Council Events (00:43:15)
Councillor A P Ewing

Councillor A P Ewing stated that many dog owners were excluded from attending Council events due to dogs not being permitted entry to these. In the interests of being more inclusive, he proposed that the Council undertake a review of the approach taken to this matter and that a report be brought to Committee at an early date. This proposal was seconded by Alderman A G Ewart and agreed.

Discussion took place during which a number of Members expressed concern at the Council's current position regarding dogs not being permitted entry to Council events. In response, the Chief Executive explained that every Council event was considered on its own merit, in line with Health and Safety Executive 'Guidance on Running Events Safely', by the Safety Advisory Group that also comprised representatives from agencies such as the PSNI and the NIFRS.

The Chief Executive advised that a recent report to the Environmental Services Committee had indicated that, over a 9 month period, 87 dog attack incidents had been reported to Enforcement Officers. Councillor Jenny Palmer requested a full breakdown of those incidents – whether they had taken place in parks or other areas, whether they involved humans or were dog-on-dog attacks, etc. The Chief Executive agreed that such information would be collated as part of the review. Alderman S Martin also asked that, front and centre of the review, should be events being an inclusive and safe space for children and young people with additional needs.

14.2 Resurfacing of Old Derriaghy Road (01:18:52)
Councillor D J Craig

Councillor D J Craig commented on the poor condition of Old Derriaghy Road, due to lack of maintenance over the past 17/18 years since the North Feeder Road came into existence. It was agreed, at the request of Councillor Craig, that a letter be sent to DfI Roads seeking the implementation of a resurfacing scheme along this entire road.

14.3 Review of Maternity Leave Provision (01:21:38)
Councillor S Skillen

It was proposed by Councillor S Skillen, seconded by Alderman S P Porter and agreed that a review be carried out in relation to the Council's maternity leave provision for mothers of premature babies. Councillor Skillen stated her opinion that maternity leave should not commence until the certified due date of the child, with leave required between the delivery date and the certified due date being given as compassionate leave, thus not reducing maternity leave.

During discussion:

- (a) Councillor Jenny Palmer asked that the review take account of situations where, following giving birth, the mother was ill in hospital for a prolonged period of time, which impacted on mother/baby bonding time;

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14.3 Review of Maternity Leave Provision (Contd)
Councillor S Skillen

- (b) Councillor F Cole requested that the review be extended to Elected Members on maternity allowances.

14.4 Head of Parks & Amenities – Retirement (01:28:06)
Councillor S Lee

Councillor S Lee put on record his personal thanks to Mr Ross Gillanders, Head of Parks & Amenities, who had recently retired from the Council's employment. Mr Gillanders had been a longstanding member of staff who had served the Council with incredible professionalism.

14.5 Previous Notice of Motion – 50th Anniversary of Greenfinches in NI
Alderman D Drysdale (01:29:20)

Alderman D Drysdale referred to the last meeting of Council when the above Notice of Motion had been considered and when comments had been made about a discredited organisation. Alderman Drysdale had since been contacted by a number of people in relation to those comments. He stated that no analysis had ever been carried out or statistics provided on the term 'collusion'. He further stated that collusion worked both ways. He wished to correct information stated at the last meeting and stated that the UDR was not a discredited organisation.

14.6 Flooding at Megarrystown Road (01:32:32)
Alderman W J Dillon

Alderman W J Dillon spoke about the history of flooding at Megarrystown Road and, at his request, it was agreed that a letter be sent to DfI Roads asking when the repair to the leaking drain would be carried out.

14.7 Crossing Patrol Person at St Aloysius Primary School and St Patrick's Academy, Ballinderry Road, Lisburn (01:35:53)
Councillor A P Ewing

Councillor A P Ewing referred to the lack of a crossing patrol person in the vicinity of St Aloysius Primary School and St Patrick's Academy at Ballinderry Road, Lisburn, which he stated was a busy arterial route. There was no longer any crossing patrol at that location, following the retirement of the last person undertaking that role and that posed a very dangerous situation. It was agreed, at the request of Councillor Ewing, that (a) a letter be sent to the Education Authority asking when crossing patrol would be reinstated; and (b) a letter be sent to DfI Roads asking what permanent measures could be put in place to ensure the safety of school children at this location.

14.8 Improvements to Ballyoran Centre, Ballybeen (01:39:40)
Alderman D Drysdale

It was proposed by Alderman D Drysdale, seconded by Councillor S Skillen and agreed that Officers investigate the possibility of investment at the Ballyoran Centre, Ballybeen, to carry out improvements such as painting, kitchen update,

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14.8 Improvements to Ballyoran Centre, Ballybeen
Alderman D Drysdale

white lines in the car park, yellow demarcation lines at doors, directional signs. The Chief Executive agreed to liaise with the Assets Team and report back on this matter.

14.9 New Eurospar in Carryduff (01:41:40)
Alderman M Henderson

At the request of Alderman M Henderson, The Right Worshipful the Mayor, Councillor S Carson, agreed to write a letter to the new Eurospar in Carryduff, welcoming the business to the area.

14.10 Funding Issues (01:42:37)
Alderman S Martin

Alderman S Martin referred to recent statistics in relation to child poverty, with the likely forecast that this would increase over coming years. He also referred to the forthcoming 6.4% real terms cut in the NI Budget for next year, which was not helped by the fact that there was currently no functioning Northern Ireland Executive. A number of community groups and organisations had been in contact with Members over recent weeks regarding funding concerns. Alderman Martin stated that the Council required to give consideration to how it was exposed in terms of its relationships with Central Government. He asked that, possibly through Community Planning, work be carried out over coming months in relation to how the Council interacted with Government Departments, where it partnered up, where it had funding streams and where it was likely to encounter real pinch points and challenges. The Chief Executive stated that he had raised similar concerns with Officers and gave an assurance that such an exercise had already commenced.

Councillors D J Craig and Jenny Palmer concurred with concerns raised by Alderman Martin around funding, citing examples of the impact of this such as the removal of Sure Start from Hilden and the potential loss of jobs at Stepping Stones.

14.11 Thanks to the Head of Communities (01:52:32)
Councillor C McCready

Councillor C McCready put on record his thanks to the Head of Communities for having arranged a recent meeting with the Education Authority.

Conclusion of the Meeting

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

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There being no further business for consideration, the meeting was terminated at 9.01 pm.

Mayor

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Leisure and Community Development Committee held in the Island Civic Centre, Lisburn, and remotely, on Tuesday 4th April 2023 at 6.00pm

PRESENT: Councillor A McIntyre (Chairman);
The Right Worshipful the Mayor, Councillor S Carson;
Aldermen A Grehan, M Henderson MBE and S Martin;
Councillors R T Beckett, D J Craig, A Gowan,
J Lavery BEM, H Legg and S Skillen.

PRESENT IN A REMOTE LOCATION: Deputy Mayor Councillor M Guy and
Councillor Jenny Palmer.

OTHER MEMBERS IN ATTENDANCE: Alderman J Tinsley.

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

1. Apologies

Apologies were received from Councillors N Anderson, R Carlin and T Mitchell.

1.1 Sian Mulholland MLA (2.10)

The Chairman paid tribute to the former Councillor, Sian Mulholland, who earlier that day had been co-opted to the Northern Ireland Assembly and thanked her for her contribution to the work of the Committee.

2. Declarations of Interest (2.35)

None.

3. Report of the Head of Communities

3.1 Community Support Grant and Community Festivals' Fund

3.1.1 Community Support Grant (2.55)

At its meeting on 7th March, the Committee had deferred consideration of a report on the outcome on the 2023/24 Community Support Grant to enable a response to be received from the Department for Communities (DfC) on a Council application for additional funding to address a £93,504 shortfall in the amount available. The Head of Communities reported that confirmation had since been received and the Council had been awarded a sum of £313,573, £100,000 of which could be utilised to address the shortfall.

It was moved by Councillor D J Craig, seconded by Alderman M Henderson, and agreed that the Committee exercise its delegated authority, as granted by the Council at its meeting on 28th March, and that a sum of £93,504 be used from the additional funding to ensure that all successful applicants be awarded the full amount based on their weighted score.

3.1.2 Community Festivals' Fund (6.25)

The Committee was reminded that, at its meeting on 7th March, it had deferred consideration of a report in respect of the outcome of the 2023/24 Community Festivals' Fund to enable the Director to ascertain if a shortfall of £15,379 could be sourced within the department's budgets. The Head of Communities reminded Members that DfC contributed 50% towards the fund, but that no confirmation had, as yet, been received on its contribution in 2023/24. However, officials had notified DfC of the outcome of the assessment process and had requested that additional funds be made available to address the shortfall.

The Committee, in the absence of confirmation from DfC regarding its contribution to the Fund in 2023/24, agreed that an additional amount of £15,379 be earmarked from within departmental programmes to enable groups to be funded in accordance with their weighted allocation.

3.2 Former Hilden Primary School (9.22)

At its meeting on 6th September, the Committee had agreed that an application be submitted to The National Lottery Heritage Fund seeking financial support for the redevelopment of the former Hilden Primary School. The Head of Communities reported that correspondence had since been received indicating that £833,846 had been formally offered to support the project. She added that legal advice was being sought on the terms and conditions of the offer.

A number of Members congratulated the officers involved for the work which had been undertaken in progressing the project.

(The Right Worshipful the Mayor joined the meeting at 18:12).

It was moved by Councillor D J Craig, seconded by Alderman S Martin, and agreed that the Committee note the information provided and agree that delegated authority be granted to the Chief Executive to sign a formal agreement once legal advice had been considered.

4.0 Any Other Business - Non-Confidential Matters

4.1 Outlying Community Centres (17.45)

Councillor Jenny Palmer proposed that the level of funding available to the Council's outlying community centres be re-examined with a view to increasing the amounts available. The proposal was seconded by Councillor A Gowan.

In response, the Chairman and the Director indicated that this matter would be considered as part of the Council's overall strategic planning process in advance of the new Council term.

Noted.

4.2 Lough Moss Community Garden (22.50)

Both the Deputy Mayor Councillor M Guy and Alderman M Henderson placed on the record their gratitude to Parks and Amenities staff for the work which had been undertaken in the creation of the community garden at the above-mentioned site. In response, the Director outlined the next steps in the project.

4.3 Derriaghy Glen Linear Park (24.30)

Alderman S Martin and Councillor D J Craig, on behalf of the Committee, expressed appreciation to staff from within the Parks and Amenities Section for the work which had been undertaken in restoring Derriaghy Glen Linear Park.

Arising from discussion, Councillor D J Craig referred to the future maintenance of a number of areas within the Linear Park which fell under the remit of Belfast City Council (BCC). In response, the Acting Head of Parks and Amenities confirmed that the issue had been drawn to the attention of BCC officers and that clarity had been sought regarding that Council's responsibilities, as well as a request submitted for an action plan to resolve the matter.

4.4 BMX Track at Seymour Hill (25.22)

Councillor D J Craig sought further information in relation to work which was to be undertaken at the BMX track in Seymour Hill. The Acting Head of Parks and Amenities indicated that work was due to commence in the spring with a view to completion by mid-summer, subject to prevailing ground and weather conditions.

4.5 Billy Neill MBE Country Park (26.30)

Councillor S Skillen thanked the Acting Head of Parks and Amenities for facilitating a meeting at the Billy Neill MBE Country Park with Castlereagh East Members regarding the provision of an entrance to the facility. It was noted that a consultation exercise would be undertaken as part of the progression of that project.

4.6 Department for Communities - Hardship Funding (26.55)

The Head of Communities clarified a matter for Alderman S Martin regarding the various programmes that would be delivered by the Council in respect of the above-mentioned funding stream.

4.7 West Winds Terrace, Annahilt (27.00)

The Vice-Chairperson, Councillor A Gowan, expressed his gratitude to the acting and former Head of Parks and Amenities for the work which had been carried in in the provision a community garden in West Wind Terrace, Annahilt.

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

The Chairman advised that the reason for confidentiality for the following matter was by virtue of the Local Government Act (2014) Northern Ireland, i.e., 'information relating to the financial or business affairs of any particular person (including the Council holding that information)'.

It was proposed by Councillor D J Craig, seconded by Councillor T Mitchell, and agreed that the confidential report of the Director of Leisure and Community Wellbeing be considered 'in committee', in the absence of members of the press and public.

5.1 Provision of Top Dressing Sand, Top Soil and Associated Products

Proposed by Alderman A Grehan,
Seconded by Alderman S Martin and

Resolved – that the Committee approve the financial appraisal for the above-mentioned materials.

9. Resumption of Normal Business

It was proposed by Councillor A Gowan, seconded by Councillor H Legge and agreed that normal business be resumed.

10. Last Meeting (38.30)

The outgoing Chairman placed on the record his thanks to those who had supported him throughout his period in the Chair, particularly the Members of the Committee, specifically the Vice-Chairman, together with officers from within the Department.

A number of Members congratulated the Chairman for the manner in which he had conducted meetings and promoted the work of the Committee throughout his term.

Councillor H Legge expressed her thanks to the Chairman and to the Committee for the support which they had provided to her in undertaking the roles of Chairperson of the Diamond Jubilee and the King's Coronation Working Group.

There being no further business, the meeting ended at 18:47.

Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of the Environmental Services Committee held in the Council Chamber, Island Civic Centre, and remotely, on Wednesday 5th April 2023 at 6.00 pm****PRESENT IN CHAMBER:**

Councillor M Gregg (Chairman)

Councillor C McCready (Vice-Chairman)

Alderman J Baird,

Councillors A P Ewing, A Givan and A McIntyre

PRESENT IN REMOTE LOCATION:

The Right Worshipful the Mayor, Councillor S Carson

Aldermen D Drysdale and S P Porter

Councillors F Cole and S Skillen

OTHER MEMBERS:In Chamber:

Alderman S Martin

Councillors H Legge and Jenny Palmer

IN ATTENDANCE:In Chamber:

Acting Director of Environmental Services (RH)
 Head of Service (Waste Management and Operational Services)
 Head of Service (Building Control)
 Acting Head of Service (Environmental Health) (SC)
 Member Services Officers (CH, RN)

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor M Gregg, welcomed those present to the meeting of the Environmental Services Committee. The Chairman advised that the meeting would be audio recorded unless the item on the agenda was to be considered under confidential business. At this point, the Member Services Officer read out the names of the Elected Members and Officers in attendance at the meeting.

The Chairman, Councillor M Gregg, stated that, whilst the meeting was being recorded, unauthorised recording was not permitted, as per the Council's Standing Orders.

He asked that mobile phones be put on silent or switched off for the duration of the meeting. The Chairman proceeded to outline the evacuation procedures in the case of an emergency.

1. Apologies (00:02:06)

It was agreed to accept apologies for non-attendance at the meeting on behalf of Deputy Mayor Councillor M Guy, Alderman M Henderson, Councillor S Lee, Councillor S Lowry and the Director of Environmental Services, Mrs H Moore.

2. Declarations of Interest (00:02:58)

The following interest was declared:

- Councillor J Palmer in respect of item 4.1 'Use of Smithfield Square Off Street Car Park by Lisburn City Old Vehicle Club' given that she was a member of the Lisburn City Old Vehicle Club.

3. Report by the Acting Director of Environmental Services (00:03:19)

3.1 Notice of Motion in the name of Councillor Hazel Legge – Postbox to Heaven (00:03:28)

Members were provided with a copy of the following Notice of Motion in the name of Councillor H Legge, which had been referred to the Committee by Council on 28 March, 2023 for consideration:

“Following a recent initiative in Antrim & Newtownabbey Council, I am proposing that we grant Agreement in Principle for LCCC to consider the installation of a “Postbox to Heaven” in all Council owned cemeteries within our Council area to provide a potential outlet for those grieving the loss of a loved one”.

The Notice of Motion was proposed by Councillor H Legge and seconded by Councillor Jenny Palmer.

With the permission of the Chairman, Councillor H Legge advised the Committee that she proposed that officers investigate the installation of one 'Postbox to Heaven' at each Lisburn and Castlereagh Council owned cemetery following a similar successful initiative in Nottingham, which provided an outlet for those grieving the loss of a loved one.

Councillor H Legge stated that the 'Postbox to Heaven' would not only benefit children, but would benefit anyone who had a recent loss and was struggling with their grief. She further explained that other local Councils were also considering similar initiatives. She thanked the Committee for the opportunity to bring forward the Notice of Motion and asked for their support.

3.1 Notice of Motion in the name of Councillor Hazel Legge – Postbox to Heaven Cont'd

In seconding the Notice of Motion, Councillor Jenny Palmer concurred with the aforementioned sentiments expressed by Councillor H Legge and stated that she fully supported the motion before the Committee. She said that if the Council could provide a way which allowed those grieving to have an outlet to express those feelings of sadness in the form of a letter, it would be of great benefit to them.

A number of comments and questions were raised by members of the Committee in relation to the operational practicalities of the postboxes, as well as GDPR and Section 75 concerns. The Chairman, Councillor M Gregg advised the Committee that the above matters would be explored by officers and included in the future report that would be brought to the Committee for consideration.

Following a vote the Committee agreed unanimously to recommend that:

- that officers consider the installation of a 'Postbox to Heaven' in all Council owned cemeteries within the Council area be approved;
- an information gathering exercise be completed by Officers to include contacting other Local Authorities who had already installed similar initiatives in their area; and
- a report to include information gathering findings to be tabled to a future Environmental Services Committee meeting for Members consideration.

3.2 Kerbside Collection Services (00:21:31)

Councillor H Legge left the meeting at (6.23 pm).

Alderman S Martin left the meeting at (6.25 pm).

Councillor AP Ewing left the Chamber at (6.36 pm) and returned at (6.38 pm).

Alderman D Drysdale joined the meeting remotely at (6.40 pm).

The Committee considered an update report regarding the Equality Impact Assessment (EQIA) consultation process on the proposed kerbside model.

Members were advised that as the pre-election period of heightened sensitivity would commence on 6 April, NILGA had developed guidance to support Members and Officers during this time. A copy of the NILGA guidance was circulated to Members for information. Particular attention was drawn to the section of the guidance on consultations, which stated that, unless it is a statutory duty, don't start any new consultations or publish report findings from consultation exercises which should be politically utilised or ideologically sensitive.

It was further advised that a number of Charities and lobbying groups had made representation to the Council and officers would engage with these groups before commencing any formal Equality Impact Assessment Consultation (EQIA). An extract from the current waste collection policy was provided to Members.

3.2 Kerbside Collection Services Cont'd

It was reported that consultation on the existing policy would be progressed alongside the EQIA consultation to ensure any proposed policy reflected the most up to date views of such groups on the grounds of equality.

The Acting Director responded to a number of questions from the Committee arising from the report. Alderman S P Porter put on record his concern in relation to the consultation not going far enough, in that it should have been a full public consultation on the proposed kerbside model, not just an equality consultation.

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

- the content of the report be noted; and
- the commencement of the public equality consultation as soon as is practicably possible be approved.

4. Report by the Acting Head of Service (Environmental Health) (00:40:09)

4.1 Use of Smithfield Square Off Street Car Park by Lisburn City Old Vehicle Club (LCOVC) (00:40:10)

The Committee considered a report which outlined details in relation to an application from Lisburn City Old Vehicle Club (LCOVC), for the use of Smithfield Square Off Street Car Park on Sunday 6 August 2023 as part of a vintage vehicle event in Lisburn City Centre from 8am until 6pm.

The Committee noted that there would be no loss of income as the car park was free to use on Sundays and alternative free parking was available nearby. Members had been provided with a copy of the Lisburn City Old Vehicle Clubs overview for consideration.

It was proposed by Alderman J Baird, seconded by Councillor A McIntyre, and agreed to recommend that the request from Lisburn City Old Vehicle Club (LCOVC) to use Smithfield Square on Sunday 6 August 2023 from 8am to 6pm be approved.

4.2 Draft Domestic and Sexual Abuse Strategy 2023-2030 (00:42:05)

The Committee considered a report which provided key information in connection with a public consultation received from the Department of Health and the Department of Justice, in relation to the Draft Domestic and Sexual Abuse Strategy 2023-2030. It was reported that the draft strategy re-emphasised that Domestic and Sexual abuse had no place in our society and reinforced commitment to zero tolerance.

Members were provided with a copy of the correspondence received, which included the link to the Consultation for Members' information. A copy of the draft response which was proposed to be submitted on behalf of the Council was also circulated to Members for their consideration. Members were requested to forward any comments for inclusion in the final response to the Acting Head of Service (Environmental Health) by 21 April 2023.

4.2 Draft Domestic and Sexual Abuse Strategy 2023-2030 Cont'd

It was proposed by Councillor A McIntyre, seconded by Alderman J Baird, and agreed to recommend that the response to the Draft Domestic and Sexual Abuse Strategy 2023-2030, to be submitted on behalf of the Council prior to the closing date of 2 May 2023 be approved.

5. Report by the Head of Service (Waste & Operational Services) (00:43:37)

5.1 Public Consultation on the draft Circular Economy Strategy for Northern Ireland – arc21 Response (00:43:43)

Councillor A McIntyre left the Chamber at (6.45 pm).

Councillor F Cole left the meeting remotely at (6.45 pm).

Councillor S Skillen left the meeting at (6.46 pm).

The Committee was reminded that Members were contacted by e-mail on 3 February 2023 and advised that the Department for the Economy had launched a public consultation on the draft Circular Economy Strategy for Northern Ireland. It was explained that the draft strategy set out their vision to create an innovative, inclusive and competitive economy, with responsible production and consumption at its core.

It was further explained that as the closing date for responses was 20 March 2023, arc21 produced a response on behalf of member Councils. Members had been requested to forward any comments for inclusion in the final response by Friday, 3rd March 2023. A copy of the final response was circulated to Members for consideration.

It was proposed by Alderman D Drysdale, seconded by Vice-Chairman, Councillor C McCready, and agreed to recommend that the retrospective endorsement of the arc21 response to the public consultation on the draft Circular Economy Strategy for Northern Ireland be approved.

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

6. Any other Business (Agenda item 7.0 refers) (00:45:38)

6.1 Cemetery Charges Increase – Press Coverage Alderman S P Porter (00:45:45)

Cllr A McIntyre returned to the Chamber at (6.49pm).

Alderman S P Porter raised concern on the recent inaccurate press coverage in relation to the increase in Council cemetery charges. Following discussion, it was confirmed that the Council had been approached by the BBC in relation to the reported increases and were responding accordingly.

6.2 Sprucefield Park and Ride Litter
Vice-Chairman Councillor C McCready (00:53:14)

The Vice-Chairman, Councillor C McCready requested that appreciation be passed to the Project Manager for Waste & Operational Services on behalf of the Committee for his work in relation to the above matter.

Councillor C McCready also requested that an update be sought from Dfl in relation to the upkeep of the area going forward. It was agreed that the Head of Service for Waste Management and Operational Services would investigate and report back to Councillor McCready directly on the matter.

6.3 Condition of Greenway at Sprucefield/Blaris
Councillor Jenny Palmer (00:54:30)

The Committee agreed to a request by Councillor Jenny Palmer, that a letter be written to Dfl in relation to ongoing cleansing problems with the new greenway, specifically in relation to the smell of ammonia and problems in relation to pigeons under the bridge.

6.4 Chairman, Councillor M Gregg & Vice-Chairman, Councillor C McCready
Tributes (00:56:35)

Councillor A McIntyre thanked Councillor M Gregg for the professional manner in which he had chaired the Environmental Services Committee meetings during the past year. These sentiments were echoed by Councillor A Givan.

The Vice-Chairman, Councillor C McCready also put on record his thanks to the Chairman, highlighting the good working relationship established throughout the year.

The Chairman, Councillor M Gregg, thanked the Vice-Chairman, Councillor C McCready, and the Members of the Environmental Services Committee for their support over the year.

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

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

"In Committee"

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

The member of the press seated in the public gallery left the meeting (7.00 pm).

7.1 Collection and Recycling of Rubble from Council Household Recycling Centres (Agenda item 6.1 refers) (Report will not be made available)

The Head of Service (Waste Management and Operational Services) presented this item of business.

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

- the Financial Appraisal and Preliminary Expenditure Application (PEA) as detailed in the report be approved; and
- the commencement of a new procurement exercise for the collection and recycling of rubble from Council Household Recycling Centres be approved.

7.2 Collection, Recycling and/or Recovery of Wood from Council Household Recycling Centres (Agenda item 6.2 refers) (Report will not be made available)

The Head of Service (Waste Management and Operational Services) presented this item of business.

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

- the Financial Appraisal and Preliminary Expenditure Application (PEA) as detailed in the report be approved; and
- the commencement of a new procurement exercise for the collection, recycling and/or recovery of wood from Council Household Recycling Centres be approved.

7.3 Collection and Recycling of Scrap Metals from Council Household Recycling (Agenda item 6.3 refers) (Report will not be made available)

The Head of Service (Waste Management and Operational Services) presented this item of business.

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

- the Financial Appraisal and Preliminary Expenditure Application (PEA) as detailed in the report be approved; and
- the commencement of a new procurement exercise for the collection and recycling of scrap metals from Council Household Recycling Centres be approved.

7.4 Collection and Recycling of Plasterboard from Council Household Recycling Centres (Agenda item 6.4 refers)
(Report will not be made available)

The Head of Service (Waste Management and Operational Services) presented this item of business.

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

- the Financial Appraisal and Preliminary Expenditure Application (PEA) as detailed in the report be approved; and
- the commencement of a new procurement exercise for the collection and recycling of plasterboard from Council Household Recycling Centres be approved.

7.5 Collection, Recycling and/or Recovery of Paint & Aerosols from Council Household Recycling Centres (Agenda item 6.5 refers)
(Report will not be made available)

The Head of Service (Waste Management and Operational Services) presented this item of business.

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

- the Financial Appraisal and Preliminary Expenditure Application (PEA) as detailed in the report be approved; and
- the commencement of a new procurement exercise for the collection, recycling and/or recovery of paint and aerosols from Council Household Recycling Centres be approved.

7.6 Collection, Recycling and/or Recovery of Mattresses from Council Household Recycling Centres (Agenda item 6.6 refers)
(Redacted report to be published 26th April 2023)

The Head of Service (Waste Management and Operational Services) presented this item of business.

It was proposed by Alderman J Baird, seconded by Councillor A Givan, and agreed to recommend that that the award of the tender for the collection, recycling and/or recovery of mattresses from Council Household Recycling Centres as outlined in the report be noted.

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- 7.7 Haulage of Residual and Green Waste from Council Household Recycling Centres (Agenda item 6.7 refers)
(Redacted report to be published 26th April 2023)

Councillor Jenny Palmer left the Chamber at (7.03 pm).

The Head of Service (Waste Management and Operational Services) presented this item of business.

It was proposed by Alderman J Baird, Seconded by Councillor A McIntyre agreed to recommend that the award of the tender for the Haulage of Residual and Green waste from Council Household Recycling Centres as outlined in the report be noted.

Resumption of Normal Business

It was proposed by Alderman J Baird, seconded by Vice-Chairman Councillor C McCready, and agreed to come out of committee and normal business was resumed.

At the conclusion of the meeting, the Chairman, Councillor M Gregg extended his thanks to all Officers and requested that the Committees appreciation be passed to the operational crews for their work over the past year.

There being no further business, the meeting concluded at 7.04 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Development Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Thursday 6th April, 2023 at 6.04 pm

PRESENT IN THE CHAMBER:

- Alderman A G Ewart, MBE (Chairman)
- Alderman A Grehan (Vice Chairperson)
- Aldermen W J Dillon MBE and D Drysdale
- Councillors R T Beckett, C McCreedy, U Mackin and A Swan

PRESENT IN A REMOTE LOCATION:

- Deputy Mayor, Councillor M Guy
- Alderman J Baird
- Councillors F Cole and A Givan

OTHER MEMBER PRESENT IN THE CHAMBER:

- Alderman S Martin

OTHER MEMBER PRESENT IN A REMOTE LOCATION:

- Alderman J Tinsley

IN ATTENDANCE

- Director of Service Transformation (Council Chamber)
- Head of Economic Development (Council Chamber)
- Head of Assets (Council Chamber)
- Member Services Officers (BS and EW)
- IT Officer

Commencement of Meeting

The Chairman, Alderman A G Ewart, extended a welcome to all present to the April meeting of the Development Committee.

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

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

Commencement of Meeting (Cont'd)

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

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

1. Apologies (00:02:36)

Apologies for non-attendance at the meeting were accepted and recorded on behalf of The Right Worshipful the Mayor, Councillor S Carson, and Councillors J Gallen and G McCleave.

2. Declarations of Interest (00:02:54)

There were no Declarations of Interest declared at the meeting.

3. Report by Head of Economic Development (00:03:08)

3.1 Major Tourism Events Funding/Tourism Small Grants (00:03:17)

The Committee considered a report by the Head of Economic Development in connection with the

The Committee had been furnished with copies of a number of related documents including: guidance notes for major event funding, governance of Tourism Major events as well as summaries of both tourism major event grants and tourism small event grants.

It was proposed by Alderman W J Dillon, seconded by Councillor C McCready, and agreed to recommend that:

- a) the funding being awarded as part of the 2023/24 Tourism Major Events funding programme be noted,
- b) should additional budget slippage become available in-year the Tourism Small Grants programme be re-introduced in the 2023/24 financial year and each subsequent year, up to a maximum total indicative budget of £10,000, and
- c) delegated authority be granted to the Director to agree any necessary changes to the annual Tourism Small Grants criteria to take account of changing economic circumstances.

3.2 Public Artwork on Approach Roundabout (00:06:03)

The Head of Economic Development reminded the Committee of the Council's Roundabout Sponsorship Scheme which secured private sector sponsorship to offset some of the costs of the maintenance and planting of key roundabouts/gateways across the Council area.

The Head of Economic Development reminded the Committee of the report presented to the March 2020 Development Committee meeting advising of the interest of a local businessman, Mr J McBride of McBride Construction, to erect a piece of public art, namely; a replica motorcycle and rider, on the newly constructed roundabout at Temple to commemorate the Temple 100 road race.

The report outlined the proposed approach to erect the replica motorcycle and rider, including the placement of sponsorship signage on the roundabout and the Council's requirement to apply to the Department for Infrastructure for the necessary license. It was noted that the Council was required to put in place an appropriate legal agreement.

It was proposed by Councillor U Mackin, seconded by Alderman J Baird, and agreed to recommend that the approach as outlined in the report be agreed, namely; the Council takes responsibility for the public art work installation on Temple Roundabout under an appropriate legal agreement drawn up by the Council's solicitor.

It was proposed by Councillor A Swan, seconded by Councillor U Mackin, and agreed to recommend that the possibility of similar initiatives involving artwork reflecting the local area for other roundabouts within the Lisburn and Castlereagh area be considered.

3.3 Lisburn and Castlereagh Labour Market Partnership (LMP) Job Fairs (00:16:04)

Alderman W J Dillon and Councillor U Mackin left the meeting at 6.21 pm.

The Committee considered a report by the Head of Economic Development in connection with the delivery of two Job Fairs as per the Lisburn and Castlereagh Labour Market Partnership action plan. The first of the job fairs had taken place in November 2022, and the second one in February 2023, the aim of which had been to provide local residents with an increased awareness of local job vacancies and employability support programmes that are available across the Council area.

A copy of an infographic in connection with the job fairs had been furnished to the Committee.

Councillor U Mackin returned to the meeting (6.23 pm).

The Head of Economic Development noted comments from the Committee in connection with the success of the job fairs.

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3.3 Lisburn and Castlereagh Labour Market Partnership (LMP) Job Fairs (Cont'd)

It was agreed that the report on the initial outputs from the above-mentioned job fairs be noted, with further reports in this regard being brought to the Committee in due course.

4. Report by Head of Assets (00:16:57)

4.1 Procurement of Electricity and Natural Gas Supplies (00:17:00)

Alderman W J Dillon returned to the meeting at 6.24 pm.

The Committee considered a report by the Head of Assets in connection with the tender for the procurement of electricity and natural gas supplies, it being noted that Lisburn & Castlereagh City Council had been participating in a collaborative electricity and natural gas supply procurement process for a number of years. A new collaborative tender procurement process had been undertaken in January/February 2022 but due to the volatility of the energy market at that time the process failed to attract successful bids.

The Head of Assets responded to questions from a Member in connection with the above-mentioned collaborative tender.

It was proposed by Alderman D Drysdale, seconded by Alderman W J Dillon, and agreed to recommend that in order to undertake a speedy approval, retrospective delegated authority is granted to the Chief Executive to approve the award of the electricity and natural gas tenders, as necessary, when they had been evaluated.

5. Any Other Business (00:23:51)

5.1 Planning Application for Mixed Use Development and New Road at Blaris – Called In Chairman, Alderman A G Ewart (00:24:00)

It was agreed to recommend on a proposal by the Chairman, Alderman A G Ewart, and seconded by Alderman D Drysdale, that the Council writes to the Permanent Secretary of the Department for Infrastructure to express the serious concerns of the Council in respect of the delay in the major development at Blaris worth in the region of £600 million investment in the area, the planning application having been called in by the Department almost 2 years ago.

It was agreed that the letter include extensive detail in respect of the social and economic disadvantage to the Lisburn and Castlereagh Council area as a result of the Department's decision to call in this planning application.

5.2 Tributes to Alderman W J Dillon MBE (00:30.33)
Chairman, Alderman A G Ewart

The Chairman, Alderman A G Ewart, having referred to this meeting being the last meeting of the Development Committee of the current Council term, wished to pay tribute to Alderman W J Dillon who was retiring from local government after 46 years of public service and who had been a long serving and valued member of the Development Committee, having made significant contributions over the years.

The Chairman highlighted Alderman Dillon's many achievements and accolades during his time in local government, having been elected on to the then Lisburn Borough Council in 1977. During his time he has sat on many Committees where he made many valuable contributions. He had been Chairman and Vice Chairman of various Committees during his time on the Council. Alderman Dillon had been elected to the position of Deputy Mayor of the then Lisburn Borough Council in 1998/99 and 1999/2000 and then Mayor of Lisburn in 2000/01 and 2001/02.

The Chairman referred to Alderman Dillon having been instrumental in many Council initiatives with perhaps one of the most prominent being the re-development of the Lagan Valley Island site and the new civic building which is the Council's headquarters today. The Chairman also mentioned that Alderman Dillon had the privilege during his Mayoral term of representing the Council at the Official opening of Lagan Valley Island in 2001 when he welcomed the late HM Queen Elizabeth II and the late Duke of Edinburgh at the official opening of Lagan Valley Island. Also of note was that during Alderman Dillon's Mayoral term of office Lisburn had been granted City Status on 14 March 2002 by the late HM Queen Elizabeth II as part of the Queen's Golden Jubilee celebrations. Another significant accomplishment by Alderman Dillon was the celebration of the achievement of Professor Frank Pantridge, a native of Lisburn, who invented the portable defibrillator. Alderman Dillon was also instrumental in progressing the Harry Ferguson Memorial Aircraft Sculpture.

The Chairman also referred to Alderman Dillon's keen interest in all planning matters having made many valuable contributions with his razor sharp mind and astute judgement at the Planning Committee meetings over many years.

In 2018 Alderman Dillon had been awarded a lifetime achievement award by NILGA for his services to local government.

The Chairman concluded by thanking Alderman Dillon for his friendship over the years and for his long service to the Development Committee. He had no doubt that Alderman Dillon would continue to be a voice of support and advocate of the work of this Committee.

5.2 Tributes to Alderman W J Dillon MBE (Cont'd)

At this point the Committee stood and gave a round of applause in acknowledgement of Alderman Dillon's dedication to the Development Committee.

Alderman A Grehan, Alderman J Baird, Alderman D Drysdale, Councillor U Mackin, Councillor A Swan and Alderman S Martin spoke in support of the Chairman's sentiments and wished Alderman Dillon well for the future.

Alderman J Tinsley joined the meeting remotely at 6.42 pm.

Alderman W J Dillon, in response, expressed gratitude to all his colleagues on the Council irrespective of political party.

5.3 Thanks to the Chairman, Alderman A G Ewart (00:45:10) Vice Chairman, Alderman A Grehan

The Vice Chairperson, Alderman A Grehan, wished to put on record her thanks to the Chairman, Alderman A G Ewart, for his efforts and hard work during his time as Chairman of the Development Committee. The Vice Chairperson welcomed in particular the £20m funding that this Committee had secured through the Belfast Region City Deal initiative and commended the Chairman for his efforts in that regard. She also referred to the Chairman's valuable help to businesses during the Covid-19 pandemic.

5.4 Thanks of the Chairman, Alderman A G Ewart (00:46:21)

The Chairman having wished the Committee a happy Easter put on record his thanks to the Committee for its support and commitment during the past year. He also thanked the Director of Service Transformation and his team of Officers for their efforts and support during his time as Chairman of the Committee.

The Chairman wished all Members success in the forthcoming local government elections and wished Councillor F Cole well in her future endeavours who was not standing for election.

6. Confidential Report from Director of Service Transformation (00:48:00)

The Chairman advised that the confidential report items were confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

In Committee

It was proposed by Alderman W J Dillon, seconded by the Vice Chairperson, Alderman A Grehan, and agreed that the Confidential Report of the Director of Service Transformation be considered “in Committee” in the absence of press or members of the public. The audio recording was paused at this stage in proceedings.

6.1 Balmoral Show – Council Representation (Redacted report to be published in June 2023)

The Director of Service Transformation responded to a question from a Member in connection with issues arising from the report.

It was proposed by the Vice Chairperson, Alderman A Grehan, seconded by Councillor A Swan, and agreed to recommend that the recommendations in connection with budget allocations and appropriate promotional activity at the 2023 Balmoral Show, as outlined in the report circulated, be approved.

6.2 Belfast Region City Deal (BRCD) – Destination Royal Hillsborough – Department of Finance Approval and Draft Contract for Funding (Report to be published following project completion)

The Director of Service Transformation responded to comments from the Committee on key issues pertaining to the Destination Royal Hillsborough initiative.

It was proposed by Alderman W J Dillon, seconded by Councillor C McCreedy, and agreed to recommend that:

- a) the correspondence from the Department of Finance to the Department for the Economy confirming approval of the BRCD £20m funding in connection with the Destination Royal Hillsborough initiative be noted,
- b) the final Contract for Funding (CFF) when received, be signed, provided that the Council’s solicitor recommends no substantive changes to the attached draft CFF and the proposals outlined, with delegated authority being granted to the Chief Executive this regard if necessary, and
- c) further update reports, to include any necessary amendment to the Outline Business Case, be brought to Committee on the development of the project as it progressed.

The Director undertook to respond to a Member directly on a matter raised during the discussion.

6.3 MPLS (Multiprotocol Label Switching) Renewal
(Redacted Report to be published June 2023)

It was proposed by Alderman D Drysdale, seconded by Councillor A Swan, and agreed to recommend that

- a) the Business Case, as circulated, in respect of the MPLS Contract be approved, and
- b) Option 1 of the Business Case be progressed in order to realise enhanced network connectivity, improved resilience, underpinned by a new managed support contract.

6.4 Various Annual Tender Reports for Award of Planned Preventative Maintenance Inspections
(Redacted Report to be published following ratification of award and placing of Order)

It was proposed by the Vice Chairperson, Alderman A Grehan, seconded by Alderman D Drysdale, and agreed the award of the undernoted annual tenders as outlined in the tender reports that had been circulated, being the lowest compliant tender cost received for each tender listed, be noted:

- a. T2223-053 Planned Preventative Maintenance Inspections of Firefighting Equipment
- b. T2223-059 Planned Preventative Maintenance Inspections of Lightning Conductors and Chimneys
- c. T2223-067 Planned Preventative Maintenance Inspections of Sewerage Pumps.

7. Any Other Confidential Business

7.1 City Watch CCTV Northern Ireland - Update

The Director of Service Transformation provided a verbal update to the Committee in connection with the recent developments with City Watch and responded to comments from a Member thereon.

Alderman J Baird left the meeting at 7.33 pm.

7.2 Award of Grant from Northern Ireland Office (NIO) re King's Coronation

The Committee noted a verbal report by the Director of Service Transformation in connection with the award of a grant from the NIO towards the forthcoming celebration of the King's Coronation.

7.3 Thanks of Director of Service Transformation

The Director expressed thanks and appreciation to the Committee for its support including the Committee's scrutiny and challenge. He also expressed thanks to the Committee for the continued appreciation shown in that forum and referred to the fact that there were many 'unsung heroes' working behind the scenes on the various projects and initiatives. The Director also thanked the Chairman and the Vice Chairman for their continued support throughout the year.

The Director reminded the Committee that we were now in the Purdah period and advised that a number of projects and initiatives had been completed and promoted accordingly in recent days.

7.4 NI Chamber of Commerce Annual Lunch

The Chairman, Alderman A G Ewart, advised the Committee that the NI Chamber of Commerce's Annual Lunch was taking place on Friday 23rd June 2023.

It was proposed by Alderman D Drysdale, seconded by Councillor U Mackin, and agreed to recommend that the Council takes a table at this event at a cost of £850.00.

Resumption of Normal Business

It was proposed by Alderman W J Dillon, seconded by Councillor A Swan, and agreed to come out of Committee and normal business was resumed.

Conclusion of Meeting

The Chairman, Alderman A G Ewart, thanked everyone for their attendance and there being no further business for consideration the meeting was concluded at 7.37 pm.

Chairman

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Meeting of the Corporate Services Committee held remotely and in the Council Chamber, Island Civic Centre, The Island, Lisburn on Wednesday 12th April 2023 at 6.00 pm.****PRESENT IN COUNCIL CHAMBER (COMMITTEE):**

Councillor S Hughes (Chairman)

Councillor U Mackin (Vice-Chairman)

Aldermen M Henderson MBE, S Martin and J Tinsley

Councillors A Ewing, J Lavery BEM, and The Hon N Trimble

PRESENT IN A REMOTE LOCATION (COMMITTEE):

The Right Worshipful The Mayor

Councillor S Carson

Aldermen O Gawith and P Porter

Councillors S Lowry and T Mitchell

OTHER MEMBERS OF COUNCIL PRESENT IN COUNCIL CHAMBER

Councillor A Swan

IN ATTENDANCE:

Director of Finance & Corporate Services

Head of Corporate Communications & Administration

Head of Human Resources & Organisation Development

Member Services Officers (CH & RN)

Commencement of Meeting

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

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

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

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

1. Apologies (00:02:07)

Apologies for non-attendance at the meeting were accepted and recorded on the Deputy Mayor, Councillor M Guy; Alderman A Ewart MBE and Councillor R Carlin; the Chief Executive and the Head of Finance.

2. Declarations of Interest (00:02:24)

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

No declarations of interest were made.

3. Report of Head of Corporate Communications & Administration (00:02:53)

3.1 Policy on the Provision of ICT Equipment and Services for Elected Members (00:03:05)

The following appendix to the report had been provided:-

- Draft Policy on the Provision of ICT Equipment and Services for Elected Members

It was proposed by Councillor U Mackin, seconded by Alderman M Henderson and agreed to recommend that the draft Policy on the Provision of ICT Equipment and Services for Elected Members be approved.

Later in the meeting, it was agreed that in Section 10.0 "Option to Purchase", the words "taking account of depreciation" be inserted after "current market rate value".

(The amendment to the draft policy was raised under Item 6.1. (Any Other Business))

3.2 Lagan Valley Island – Building Illuminations (00:06:39)

3.2.1 Requests

It was proposed by Councillor J Laverty, seconded by Councillor N Trimble and agreed to recommend that the requests for LVI illuminations as set out below be acceded to, all requests being in compliance with the Building Illuminations' Policy:-

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3.2 Lagan Valley Island – Building Illuminations (Continued)3.2.1 Requests (Continued)

Organisation	Date	Colour
Shine a Light on Neurofibromatosis (Request received from Nerve Tumours UK)	17 th May 2023	Blue
National Deafblind Awareness Week	27 th June 2023	Purple & Green
Severe ME Day (Request received from Hope 4 ME & Fibro Northern Ireland)	8 th August 2023	Blue

3.2.2 Coronation Day – 6th May 2023

Councillor N Trimble enquired if Lagan Valley Island would be illuminated on the 6th May 2023 to mark the Coronation of King Charles III.

The Head of Service advised that a request for the above had not as yet been received.

This matter was further considered under Any Other Business later in the meeting. (Item 7.1)

3.2.3 Issues pertaining to Illuminations

The Head of Service advised that a number of issues pertaining to illuminations would be looked at in connection with the terms of reference of the Committee.

4. Report of Head of Finance (00:08:50)

In the absence of the Head of Finance who had presented an apology for non-attendance at the meeting, her report was presented by the Director of Finance & Corporate Services.

4.1 Northern Ireland Local Government Association (00:09:09)
Contribution for 2023/2024

The committee noted receipt of correspondence from the Northern Ireland Local Government Association advising that the Council's service level fee for 2023/2024 was £56,008.00 (exclusive of VAT). It was further noted that this would be paid through the Council's weekly payment run.

5. Confidential Report from Director of Finance & Corporate Services (00:09:43)

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

5.1 Tender Report for the Provision of Legal 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 from the 1st July 2023 (commencement date of contract).

5.2 Management Accounts Period 11

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

Redacted report to be available after full Council meeting. (25th April 2023)

5.3 Shared Cost Additional Pension Contribution

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

Report to never become available.

In Committee

It was proposed by Councillor N Trimble, seconded by Alderman M Henderson and agreed that the Confidential Report of the Director be considered "in Committee". (Recording was paused at this stage in proceedings.)

5.1 Tender Report for the Provision of Legal Services

Presented by the Head of Corporate Communications and Administration.

The Director and the Head of Service responded to a number of questions in relation to the Tender Report for the Provision of Legal Services, particularly the procedures followed by Council officers when determining which of the contracted firms should be engaged for legal advice.

5.1 Tender Report for the Provision of Legal Services (Continued)

It was proposed by Alderman S Martin, seconded by Alderman M Henderson and agreed to recommend that the award of the contracts to each of the companies detailed in the Tender Report be noted as commencing on the 1st July 2023 for two years, with the option to extend for a further three periods of one year, ie 2+1+1+1.

The Director advised that expenditure in regard to the provision of legal services over recent years could be provided to interested Members off-line.

During discussion, the following Members joined the meeting remotely:-

- Alderman O Gawith at 6.13 pm;
- The Right Worshipful The Mayor, Councillor S Carson, at 6.14 pm

Alderman P Porter left the meeting on a remote basis during discussion at 6.40 pm.

5.2 Management Accounts Period 11

In the absence of the Head of Finance, her report was presented by the Director of Finance & Corporate Services.

It was agreed that the Management Accounts for the period ending the 28th February 2023, together with an extensive narrative report by way of explanation, be noted.

5.3 Shared Cost Additional Pension Contribution

Presented by the Head of Human Resources & Organisation Development.

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

Alderman Martin congratulated the Head of Human Resources & Organisation Development on her recent appointment (subject to requisite checks) as Director of Organisation Development & Innovation, and wished her well in her new role.

6. Any Other Business – Confidential

6.1 Policy on the Provision of ICT Equipment and Services for Elected Members

In regard to Section 10.0 of the above policy entitled “Option to Purchase”, Alderman M Henderson asked to have included the words “taking account of depreciation” after the words “current market rate value”. This was agreed.

Resumption of Normal Business

It was proposed by Councillor A Ewing, seconded by Alderman J Tinsley and agreed to come “out of Committee”. Normal business and audio recording were resumed.

7. Any Other Business (00:10:20)

7.1 Illumination of Lagan Valley Island
Coronation Day for King Charles III - Saturday 6th May 2023 (00:10:33)

Further to earlier in the meeting, support was voiced for the illumination of Lagan Valley Island on the 6th May 2023 to mark Coronation Day.

The consultees for Exceptional Circumstance were all present, ie The Right Worshipful The Mayor, Councillor S Carson; the Chair and Vice-Chair of the Committee (Councillors S Hughes and U Mackin) and they were all in agreement that Lagan Valley Island be lit on the evening of Saturday 6th May 2023 to mark the Coronation of King Charles III. Under Exceptional Circumstances, the aforementioned illumination would therefore take place.

7.2 Thanks to Chairman and Committee (00:11:29)

Councillor N Trimble expressed his thanks to the Chairman of the Committee, Councillor S Hughes, for the manner by which he had chaired the Committee during his time as Chairman. Councillor Hughes was not seeking re-election in the forthcoming Council elections and Councillor Trimble wished him well for the future, thanking him for his contribution to Local Government and the local community. These comments were endorsed by other Members present.

Councillor Hughes responded accordingly and also expressed his appreciation for the assistance and co-operation provided by Vice-Chairman U Mackin, the other members of the Committee, the Director of Finance & Corporate Services, the Heads of Service and all staff associated with the Committee.

Finally to those Members of the Committee seeking re-election to the Council, Councillor Hughes wished them a safe campaign.

Alderman J Tinsley left the Chamber during this item. (7.12 pm)

There being no further business, the Meeting concluded at 7.17 pm.

MAYOR/CHAIRMAN

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LISBURN & CASTLEREAGH CITY COUNCIL**Minutes of Planning Committee Meeting held in the Council Chamber and in Remote Locations on Monday, 6 March, 2023 at 10.00 am****PRESENT IN CHAMBER:**

Councillor John Palmer (Acting Chairman)

Aldermen W J Dillon MBE and O Gawith

Councillors D J Craig, M Gregg, U Mackin and A Swan

PRESENT REMOTELY:

Alderman A Grehan

IN ATTENDANCE:

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

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

Commencement of Meeting

In the absence of the Chairman, Alderman J Tinsley, the Vice-Chairman, Councillor John Palmer, took the chair and conducted the business on the agenda.

At the commencement of the meeting, the Acting Chairman, Councillor John Palmer, 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** (00:03:01)

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Chairman, Alderman J Tinsley, and Alderman D Drysdale. It was noted that, due to another engagement, Councillor U Mackin would be arriving late to the meeting.

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

2. **Declarations of Interest** (00:04:36)

There were no declarations of interest.

3. Minutes of Meeting of Planning Committee held on 6 February, 2023 (00:05:00)

It proposed by Alderman O Gawith, seconded by Councillor M Gregg and agreed that the minutes of the meeting of Committee held on 6 February, 2023 be confirmed and signed.

4. Report from the Head of Planning & Capital Development (00:05:39)

4.1 Schedule of Applications (00:05:50)

The Acting Chairman, Councillor John Palmer, advised that there was one major application and 5 local applications on the schedule for consideration at the meeting.

4.1.1 Applications to be Determined (00:06:56)

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

- (i) LA05/2022/0432/F – Part retrospective application at Let's Go Hydro Resort comprising change of use of land to provide ancillary extension of existing and approved recreational water park facility, glamping accommodation, staff accommodation, car parking, reconfiguration and extension of clubhouse restaurant building, reception building, members club building with café (cable hub), house boats, sand sports arena, camping and caravan hook-up areas, paths, solar panels, change of use of existing river house and river cottage buildings to ancillary self-catering holiday accommodation, storage and other ancillary buildings/structures, landscaping and all associated works at land at Mealough Road and at 1 Mealough Road, Carryduff (Let's Go Hydro)
- &
- (ii) LA05/2021/1352/F – Provision of new site access including right hand turn lane and all other associated work at land at Mealough Road and at 1 Mealough Road, Carryduff (Let's Go Hydro) (00:08:17)

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

It was noted that Councillor N Anderson was registered to speak in support of these applications. However, he was unable to be in attendance but asked that his written submission be taken into consideration.

The Committee received Mr B Starkey (accompanied in the Council Chamber by Mr P Elliott and Mr R Agus; Mr R Sheehy was also available via zoom) in order to speak in support of the applications. A number of Members' queries were addressed.

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

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- (i) LA05/2022/0432/F – Part retrospective application at Let’s Go Hydro Resort comprising change of use of land to provide ancillary extension of existing and approved recreational water park facility, glamping accommodation, staff accommodation, car parking, reconfiguration and extension of clubhouse restaurant building, reception building, members club building with café (cable hub), house boats, sand sports arena, camping and caravan hook-up areas, paths, solar panels, change of use of existing river house and river cottage buildings to ancillary self-catering holiday accommodation, storage and other ancillary buildings/structures, landscaping and all associated works at land at Mealough Road and at 1 Mealough Road, Carryduff (Let’s Go Hydro)
- &
- (ii) LA05/2021/1352/F – Provision of new site access including right hand turn lane and all other associated work at land at Mealough Road and at 1 Mealough Road, Carryduff (Let’s Go Hydro) (Contd)

Vote

Whilst the applications were dealt with in a single presentation, two separate votes were required.

In respect of application (i), having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve planning application LA05/2022/0432/F, subject to the inclusion of a suitably-worded planning condition to deal with the concerns of NI Water.

In respect of application (ii), having considered the information provided within the report of the Planning Officer, the Committee agreed unanimously to adopt the recommendation to approve planning application LA05/2021/1352/F.

Whilst in support of the above applications being approved, Members pointed out that the Planning Committee did not condone development being carried out without the necessary permission being in place first. That said, clarification was provided that they had, in making their decision, taken account of the explanations provided that the development would be of economic benefit to the Lisburn & Castlereagh City Council area, bringing employment and enjoyment to its residents and further afield.

The Head of Planning & Capital Development took note of comments regarding numbering errors within the list of conditions and agreed that these would be rectified before the decision was issued.

Adjournment of Meeting

The Acting Chairman, Councillor John Palmer, declared the meeting adjourned for a comfort break at this point (10.51 am).

Resumption of Meeting

The Acting Chairman, Councillor John Palmer, declared the meeting resumed (10.58 am).

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- (iii) LA05/2021/1364/O – Dwelling and garage 150m due west of 38 Backnamullagh Road, Dromore (00:50:08)

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

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

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

Vote

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

- (iv) LA05/2022/0704/F – Temporary Permission for mobile home to facilitate farming operations approx. 37m southwest of 245 Moira Road, Lisburn (01:03:50)

The Director of Service Transformation left the meeting during consideration of this item of business (11.54 am).

Councillor U Mackin arrived to the meeting during consideration of this item of business (11.59 am).

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

The Committee received Mr D McMeekin (via zoom), accompanied by Mr M Foote (in the Council Chamber), in order to speak in support of the application and they addressed a number of Members' queries.

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

A technical issue arose during questions to Planning Officers and the audio recording failed (01:47:43). In light of this, the minutes from this point will be a detailed record of proceedings.

- Councillor D J Craig stated that there appeared to be an issue in that some of the information provided today was different to what had been provided to Planning Officers. He asked if it was in order to defer the application for one month so further information could be provided around the specific needs for the temporary dwelling and the intention to building a permanent dwelling.
- The Head of Planning & Capital Development stated that the applicant and his agent explained that hardship would be caused and this was new information to be taken account of in their consideration of the special domestic circumstances. Whilst those had to be considered, it was his

- (iv) LA05/2022/0704/F – Temporary Permission for mobile home to facilitate farming operations approx. 37m southwest of 245 Moira Road, Lisburn (Contd)

opinion that there was limited information before the Committee and he further explained that the Members had the right to defer an application for one month if it was deemed that new or additional information may be required to assist in the decision-making process.

- In response to a query by Alderman O Gawith in relation to who had completed the documentation made in support of the application, the Head of Planning and Capital Development explained that a supporting statement had been submitted with the application. He read from the document, the reasons why the agent considered the proposal to be in accordance with the policy. He made specific reference to the words ‘inconvenient’ and ‘occasional’, being included as part of the justification and that this did not suggest hardship would be caused if planning permission was not granted.
- In response to a query by Councillor M Gregg, the Acting Chairman, Councillor John Palmer, allowed the applicant to confirm that he had a mortgage on the dwelling he currently resided in.
- Councillor A Swan asked if in a month’s time an application was presented for a permanent building on the same site, would that affect the validity of the application for a temporary building. He stated that any decision should be based on planning principles rather than emotion.
- The Head of Planning & Capital Development stated that he had provided the Committee with the policy context within which a decision should be made, as well as the process for deferring an application, and had also highlighted the length of time it may take for an application for a permanent building to be progressed, which was in excess of one month.

It was proposed by Alderman W J Dillon that this application be deferred for one month to allow additional information to be submitted in respect of the points put forward regarding hardship. This proposal was seconded by Councillor D J Craig. He stated that he had heard information today regarding economic hardship around the submission of a full planning application at this point in time. There was a need for additional information to be supplied as that would have significant bearing on the decision-making process.

Councillor M Gregg asked that a vote on the above proposal not take place until after debate. The Acting Chairman, Councillor John Palmer, agreed to Councillor Gregg’s request.

Debate

During debate, the following comments were made:

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(iv) LA05/2022/0704/F – Temporary Permission for mobile home to facilitate farming operations approx. 37m southwest of 245 Moira Road, Lisburn (Contd)

- Councillor M Gregg stated his opinion that there had been sufficient evidence provided at today's meeting in respect of hardship and the fact that living beside the business would reduce traffic flow, to allow the Committee to approve the application at this point. Councillor A Swan concurred with Councillor Gregg.
- Alderman O Gawith thanked the applicant for having expanded on his circumstances for the Committee and for Officers. He stated that he would have no argument against deferring the application for one month if that provided an opportunity for Officers to review additional information in the form they needed. If that was not the case, he considered the application could be approved today on the basis of information provided.

Following debate, Alderman Dillon withdrew his proposal.

Vote

Having considered the information provided within the report of the Planning Officer, together with the information provided by the applicant and agent at the meeting, the Committee agreed to not adopt the recommendation to refuse the application, the voting being none in favour, 6 against and 1 abstention.

Given that the Officer recommendation to refuse planning permission had fallen, it was proposed by Councillor M Gregg, seconded by Councillor D J Craig and agreed that, in approving the planning application, the following reasons be offered:

- The evidence provided at the meeting today had engaged policies CTY6 and CTY9. There were compelling site specific reasons for the application to be approved at this location.
- Hardship had been demonstrated with the applicant having advised of the effort needed to maintain the site and the animals in his care. He was the sole employee and had to attend out of hours and at short notice to alarms. There was also personal hardship with regard to him having to address child care needs, school runs and travelling back and forward from his home to his business.
- Approving the application for a temporary dwelling would afford the applicant the short-term solution that was required under CTY9.
- It was a suitable site and location and was clustered with other buildings on the farm, therefore meeting all other policy tests.

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(iv) LA05/2022/0704/F – Temporary Permission for mobile home to facilitate farming operations approx. 37m southwest of 245 Moira Road, Lisburn (Contd)

- One of the reasons given for refusal was that planning permission would 'result in the intensification of use of an existing access onto a Protected Route, thereby prejudicing the free flow of traffic and conditions of general safety'. As this was an exception to policy for the reasons outlined before, then the policy requirement for access on to the protected route also was dealt with. By approving the application, and thereby meaning the applicant living beside his business, this would result in less vehicular movement at the junction with the public road.

On a vote being taken, it was agreed to approve the granting of planning permission to this application, the voting being none in favour, 6 against and 1 abstention.

Adjournment of Meeting

The Acting Chairman, Councillor John Palmer, declared the meeting adjourned for lunch (12.36 pm).

Resumption of Meeting

The Acting Chairman, Councillor John Palmer, declared the meeting resumed (1.22 pm).

Alderman A Grehan and Councillor M Gregg did not return to the meeting after lunch.

(v) LA05/2022/0707/F – Proposed two bedroom detached bungalow adjacent and south of 30 Rossdale Heights, Ballymaconaghy, Belfast

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

The Committee received Mr D Kearney (via zoom), accompanied by Mr E Higgins (in the Council Chamber), in order to speak in support of the application. There were no questions raised by Members at this point.

Questions to Planners

- Councillor D J Craig stated that, from the outline site plan, the site did appear to be extremely tight. It had been indicated in the report that the proposed development was not in keeping with general development in the area and he asked that Officers elaborate on how far from the norm in the area this application was.
- The Head of Planning & Capital Development stated that the proposed site was a space between two buildings. In terms of layout of the area, it was mainly comprised of semi-detached bungalows which were within a large

- (v) LA05/2022/0707/F – Proposed two bedroom detached bungalow adjacent and south of 30 Rossdale Heights, Ballymaconaghy, Belfast (Contd)

curtilage and which had their principal frontage to the road. He also referred to the fact that the dimensions of the proposed dwelling did not meet the space standards outlined in Annex A of Policy LC1 (c) of PPS 7. The Principal Planning Officer drew attention to parking being a consideration in relation to character with advice provided that, throughout the development, parking was typically at the side of dwellings. The parking associated with the proposed dwelling was to the front of the site.

- In response to a query about comparisons with photographs provided by Mr Kearney as part of his submission, the Head of Planning & Capital Development stated that most were of extensions to buildings within the curtilage of the dwelling.
- Councillor D J Craig sought details of the space standards alluded to earlier. He referred to a dwelling in Kensington Park, Lisburn, which was very similar to this application. The Head of Planning & Capital Development advised that the dimensions of the proposed dwelling were 51m²; however, within policy, the minimum space standard for a 3 person, 2 bedroom bungalow was 60/65m². He was aware of the property in Kensington Park, which had been refused planning permission by the Planning Committee, but this had been overturned on appeal.
- Alderman O Gawith referred to a difference in measurements given by the Planning Officer and those provided by Mr Kearney in respect of private amenity space. The Head of Planning & Capital Development stated that the Planning Officer would have measured the area when preparing the report. The more significant point was the question of character. The Creating Places document set out what should be achieved in suburban areas. He quoted from the document “.... back garden provision should therefore be calculated as an average space for the development as a whole and should be around 70m² per house or greater. Garden sizes larger than the average will generally suit dwellings designed for use by families....” The Head of Planning & Capital Development accepted that there was a thin wedge of landscape right opposite the dwelling but this was of no great value and did not justify a reduced standard or private amenity. It should be 40-70m². To achieve parking, would require the building to be located further back on the site and this would compromise on amenity space at the back of the building.
- In response to a query by the Acting Chairman, Councillor John Palmer, in relation to whether a previous application on the same site had the same footprint, the Head of Planning & Capital Development confirmed that the previous application was for the same site and same location, but had been considered within a different policy context. Planning permission had been granted for the previous application in 2008; development had not been commenced and permission had since lapsed in 2013. In August 2010, an addendum to PPS7 (Policy LC1) had been published that had introduced

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- (v) LA05/2022/0707/F – Proposed two bedroom detached bungalow adjacent and south of 30 Rossdale Heights, Ballymaconaghy, Belfast (Contd)

minimum space standards. Previous planning history had little weight in assessing this current application given that new planning policy now had to be taken account of.

- Councillor U Mackin referred again to the similar property at Kensington Park and asked if the decision of the Planning Appeals Commission in that case had any bearing on this application.
- The Head of Planning & Capital Development stated it was a different site and a different context. The Kensington Park property was on a corner site, was more open and the building was more consistent with the size of other buildings around it.
- The Acting Chairman, Councillor John Palmer, having referred to the objection to the application by DfI Road Service, the Head of Planning & Capital Development stated that this had been addressed in the Planning Officer's report. The advice of Planning Officers had not changed in relation to that despite additional information contained within the supporting statement of Mr Kearney.

Debate

During debate, the following comments were made:

- Alderman W J Dillon stated that, having listened to the Planning Officer's presentation, he was fully in support of the recommendation to refuse planning permission. The application did not comply with planning policy.
- Councillor A Swan stated he would be supporting the recommendation to refuse planning permission. This did not appear to be a viable site and was not in keeping with the surrounding area.
- Councillor D J Craig stated that he would be supporting the recommendation to refuse planning permission. The previous planning history on the site indicated to him that, if the proposed dwelling had been reduced to an appropriate size, a different conclusion may have been arrived at. However, the Planning Committee had to make a decision on the application with which it had been presented and it did not meet the minimum size standards.
- The Acting Chairman, Councillor John Palmer, stated that he would be supporting the recommendation to refuse planning permission. The proposed dwelling was too large a building for the site and amenity space would be greatly restricted.

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- (v) LA05/2022/0707/F – Proposed two bedroom detached bungalow adjacent and south of 30 Rossdale Heights, Ballymaconaghy, Belfast (Contd)

Vote

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

- (vi) LA05/2022/0482/RM – Proposed dwelling with detached garage at site SW of No.7 Pot Hill Road, Lisburn

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

The Committee received Councillor N Trimble in order to speak in opposition to the application.

The audio recording of the meeting resumed at this point. (01:47:50)

Councillor N Trimble addressed a number of Members' queries.

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

Vote

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

- 4.2 Appeal Decision in respect of Planning Applications LA05/2018/0302/F, LA05/2018/0303/F and LA05/2018/0304/F (02:11:17)

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

- 4.3 Appeal Decision in respect of Planning Applications LA05/2021/0071/O and LA05/2021/0072/O (02:23:55)

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

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4.4 CPRE (Somerset) R (On the Application Of) v South Somerset District Council 2022 EWHC 2817 (Admin) (08 November 2022) (02:25:34)

It was proposed by Councillor D J Craig seconded by Alderman O Gawith and agreed to note information set out in the report in respect of the above case law which dealt with conflicts of interest in the decision-making process for planning applications.

4.5 Statutory Consultation Quarterly Performance Report – Quarter 2 for 2022/23 (02:32:43)

It was proposed by Councillor D J Craig seconded by Alderman O Gawith and agreed to note information set out in the report in respect of the Statutory Consultation Quarterly Performance Report for Quarter 2 of 2022/23.

4.6 Notification by Telecommunication Operator(s) of Intention to Utilise Permitted Development Rights (02:35:18)

It was proposed by Councillor D J Craig seconded by Alderman O Gawith and agreed to note from the report, information regarding notification by telecommunication operators to utilise Permitted Development Rights at a number of locations.

4.7 Statutory Performance Indicators – January 2023 (02:35:44)

It was proposed by Councillor D J Craig seconded by Alderman O Gawith and agreed to note information set out in the report in respect of statutory performance indicators for January 2023.

5. Any Other Business

5.1 Update on Planning Portal (02:37:44)
Acting Chairman, Councillor John Palmer

At the request of the Acting Chairman, Councillor John Palmer, the Head of Planning & Capital Development provided an update in respect of the new planning portal. He advised that a meeting of the Planning Portal Governance Board had taken place last week to discuss issues in relation to those parts of the Planning Portal that were still presenting issues. He understood issues relating to problems experienced by customers in accessing information were to have been rectified on Friday but he did not yet have a report on that matter. In respect of issues being encountered by Planning Authorities, a series of fixes were programmed to take place over the next few months.

As discussed at the last meeting, the Head of Planning & Capital Development confirmed that (a) laptops would be provided for Members of the Planning Committee to assist in accessing information on the new Planning Portal; and (b) arrangements were currently being progressed to provide training for Members in this regard.

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5.2 Neighbour Notification (02:41:25)
Councillor D J Craig

Councillor D J Craig raised concerns in regard to apparent inconsistencies around the undertaking of neighbour notification by Planning Officers. The Head of Planning & Capital Development stated that neighbour notification was a statutory obligation and he outlined the process that all Officers followed in meeting this requirement. He further advised that this task had previously been an administrative function, but the introduction of the new Planning Portal had changed the procedure. He agreed to (a) discuss with Councillor Craig, following the meeting, the particular case he had referred to; and (b) ensure that all Officers were reminded of their statutory responsibility requirements for neighbour notification and ensure that this was being applied in a consistent manner.

5.3 Quality of Hard Copy Maps (02:54:50)
Councillor A Swan

The Head of Planning & Capital Development noted comments by Councillor A Swan regarding the poor quality of maps contained within Members' hard copy papers. He stated that this matter would be overcome when Planning Committee Members were provided with laptops and would no longer require hard copies.

5.4 Update on Blaris Development/Knockmore Link Road (02:55:29)
Councillor A Swan

Councillor A Swan sought an update on the Blaris Development/Knockmore Link Road. The Head of Planning & Capital Development advised that a report on this matter would be brought to the next meeting of the Committee.

5.5 Saintfield Road Development (03:00:51)
Councillor U Mackin

Councillor U Mackin referred to a development at Saintfield Road which the Council had refused planning permission for, but which had subsequently been approved by the Planning Appeals Commission. A condition attached to the permission was that no works should commence on site until associated roadworks had been completed. Roadworks had completed last night; however, it had been confirmed by Road Service today that road markings had been put in the wrong place. Councillor Mackin enquired how the condition on the planning application could be enforced. He also referred to the fact that there had been a revised application submitted to change the class of housing from that which had been approved.

The Head of Planning & Capital Development confirmed that Enforcement Officers within the Planning Unit would investigate the condition regarding roadworks not having been met and whether any other development had yet been commenced. He also confirmed that an application for Non-Material Change (NMC) had been received in relation to a change of house type. A further report on these matters would be brought to the Committee in due course.

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5.6 May Committee Meeting (03:07:52)

It was noted that, due to a number of Bank Holidays in May, the date of the meeting that month would require to be changed; a suitable date would be agreed in due course.

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

Chairman/Mayor



Motion to support NI farmers and lower food prices

This Council recognises the invaluable contribution of the thousands of farmers and other workers within the Agrifoods sector to Lisburn & Castlereagh City Council's local economy, vibrant community and natural environment.

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

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

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

Proposed: Cllr Nathan Anderson


