



August 4th, 2022

Chairperson: Alderman A G Ewart MBE

Vice Chairperson: Alderman A Grehan

Aldermen: J Baird, W J Dillon and D Drysdale

Councillors: R T Beckett, F Cole, J Gallen, A Givan, H Legge, G McCleave, C McCready, U Mackin, S Mulholland and A Swan

Ex Officio: The Right Worshipful the Mayor, Councillor S Carson
Deputy Mayor, Councillor M Guy

Notice of Meeting

A Special meeting of the Development Committee will take place on **Wednesday, 10th August 2022 at 6:00 pm** in the Council Chamber and remote locations for the transaction of business on the undernoted Agenda. All Members of Council are invited to attend this Special Meeting.

For those Members attending this meeting remotely, the Zoom link and passcodes are contained within the Outlook invitation that has been issued.

A light buffet will be available in Lighters Restaurant from 5.30 pm.

DAVID BURNS
Chief Executive
Lisburn & Castlereagh City Council

Agenda

1.0 Apologies

2.0 Declarations of Interest

- (i) Conflict of Interest on any matter before the meeting (Members to confirm the specific item)
- (ii) Pecuniary and Non-Pecuniary Interest (Members to complete the Disclosure of Interest Form)

3.0 Report of Head of Economic Development

3.1 Assessment of Applications to Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation programme (TRPSI)

[1. Re applications to the TPRSI Programme.pdf](#)

Page 1

4.0 Confidential Report of Director of Service Transformation

4.1 Friends Meeting House Sale Update

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

[1Confid Friends Meeting House Update.pdf](#)

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4.2 IT Strategy Refresh Tender

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

[2Confid IT Strategy Refresh Tender - Confidential August 2022 \(V1\) v2.pdf](#)

Not included

4.3 The Northern Ireland Business Start programme (NIBSUP) also known as GoForIt (GFI) Delivery Post March 2023

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

 **3Confd NIBSUP Extension Post March 2023 - Draft Confidential Item - Aug2.._.pdf** **Page 13**

4.4 Hillsborough Forest Digital Sculpture Trail - Update

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

 **4Confd Hillsborough Forest Digital Sculpture Trail.pdf** **Not included**



Special Development Committee

10 August 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Assessment of Applications to Rural Business Development Grant Scheme funded by DAERA under the Tackling Rural Poverty and Social Isolation programme (TRPSI)

Background and Key Issues:

Background

1. Members should note the above named scheme is funded by DAERA as part of the TRPSI Programme. The scheme is designed to be delivered by local Councils. In LCCC, the scheme is being administered by the Economic Development Unit.
2. The scheme aims to help tackle poverty and social isolation within rural communities across Northern Ireland by supporting business growth.
3. The scheme provides micro businesses from Lisburn and Castlereagh with a capital grant capped at £4,999 at a match funding rate of 50% from DAERA and 50% from participating businesses. The location of the business must be designated as rural under the scheme rules. Capital improvements will remain ineligible for support. DAERA have developed an online application portal for the scheme which is a welcome development for Councils and applicants. The introduction of this portal prevents incomplete and sometimes ineligible applications being submitted.
4. The scheme has been successfully delivered for three consecutive years by the Programmes Team. The first three programmes enabled 78 local businesses to drawdown a total of £217,500 in financial assistance to the LCCC area.

5. In March 2022, the Council agreed to deliver a fourth call for applications under the Rural Business Development Grant Scheme across rural Lisburn and Castlereagh and rural Belfast. The scheme opened for applications on the 1st May 2022 and closed on the 31st May 2022. A total of 35 applications were received requesting £112,205 in financial assistance.

Key Issues

1. All applications are subject to a stringent eligibility check before they are assessed by a panel of appointed officers. In previous funding rounds, the Committee considered and agreed the recommendations of the officer panel prior to the issue of a Letter of Offer. The assessment of the applications will be conducted in line with standard governance procedures and as far as reasonably practicable, given the various funding arrangements, consistent with our other grants programmes.
2. As per the contract agreement in place, DAERA have advised that all letters of offer must be completed by 9th September 2022. In view of this deadline, it is proposed that applications are assessed and agreed by an appointed assessment panel of officers. Officers would agree the recommended grant allocation with DAERA and this would be subsequently taken to a future Committee meeting for noting. DAERA are content that each Council agrees how it manages the eligibility and assessment of applications and will accept the recommendations made by the officer assessment panel.
3. It is further proposed that any future rounds of funding received under the Tackling Rural Poverty and Social Isolation programme (TRPSI) that are offered to Lisburn & Castlereagh City Council are accepted and processed as outlined above, and reported subsequently to the Committee for noting.

Recommendation:

It is recommended that the Committee agrees to proceed as outlined above for the fourth and each subsequent year of the TRPSI programme.

Finance and Resource Implications:

The total estimated income received by the Council from DAERA for the management of this programme is in the region of £8,000 per year.

Screening and Impact Assessment

1. Equality and Good Relations

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

No

If no, please provide explanation/rationale

Equality screening is under way and will be completed prior to the issue of letters of offer.

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

Yes/No

Option 2
Screen out with
mitigation

Yes/No

Option 3
Screen in for
a full EQIA

Yes/No

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

Yes

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

Yes

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

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

The programme is specifically designed to provide grant assistance to rural micro businesses.

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:



Special Development Committee

Confidential

10 August 2022

Confidential Report from:

Director of Service Transformation

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

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

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

When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

Following
Ratification by
Council August
2022

Never

Item for Decision

TITLE: Friends Meeting House Sale Update

Background and Key Issues:

Background

1. Lands and property, comprising meeting house, stables, field and burial ground, were transferred to the Council from the Religious Society of Friends (RSF) in October 1987. Under the conveyance, the Council is required to maintain the burial ground in good order and that it be reserved for the sole use of the Religious Society of Friends. Within the draft Estates Strategy the property is regarded as surplus to the requirements of the Council and as such has been referenced for consideration as a disposal.

2. Council will retain and maintain the adjacent graveyard as required under the original transfer, maintaining a right of way over the access road to ensure that appropriate access to the burial ground is maintained and available to those entitled to use the burial ground.
3. A decision to put the properties on the market was passed by the Development/Corporate Services Committees in June 2019.
4. As per best practice for the disposal of public sector land, an expression of interest was initially sought through the offices of Land and Property Services, Central Advisory Unit, which was concluded without a purchaser being approved, and a decision by the Development Committee on 5 March 2020 to go to the open market was approved.
5. In order to progress the sale of the property a request was made to the Religious Society of Friends to amend the boundary line relating to the Covenant condition which states that the Council is to "...maintain in good order the portion of the premises shown edged in green aforesaid as a graveyard and that the remaining grave spaces therein shall be reserved for the sole use of the religious Society of Friends its members and recognised attenders and the next of kin of persons already buried therein".
6. The green line is to be removed and area amended to exclude the portion of the Meeting House site being sold and include the site of the existing graveyard only (edged blue) and a right of way has been added (**see Appendix 1a**)
7. It is also understood that the RSF have encountered problems with the aspect of the future burials, whereby there is potential that burials could take place within the graveyard that they had not originally intended. They wish to amend the covenant to give them an approval roll in any future burials.

Key Issues

1. After some extended negotiations and governance procedures, the Religious Society of Friends have now approved the amendment of the stated Covenant and relevant boundary and the Deed of Release and Modification of Covenant is attached for information (**see** [REDACTED]).
2. [REDACTED]
3. The release of the Covenant was essential to progress of the sale of the property.
4. The revised Covenant and conditions are detailed in Schedule two of the Deed of Release. These revised conditions are considered reasonable and agreeable and it is recommended that the Deed of Release and Modification of Covenant is signed and sealed by Council and that the monies agreed, be paid to the Religious Society of Friends and that the sale of the premises now be concluded.

Recommendation:

It is recommended that Members consider and approve that:

1. The Deed of Release and Modification of Covenant is signed and sealed by Council
2. [REDACTED]
3. The sale of the premises now be concluded

Finance and Resource Implications:

Payment and legal costs for amendment of conveyances and finalisation of sale.
Estate Agent fees.
Costs to be recovered from the income from the sale.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Equality and Good Relations screening his deemed not to be required as will not affect any of the Section 75 groups.

If yes, what was the outcome?:

| | | | | | |
|---|-------------------------------------|--|-------------------------------------|---|-------------------------------------|
| Option 1 Screen out without mitigation | <input type="text" value="Yes/No"/> | Option 2 Screen out with mitigation | <input type="text" value="Yes/No"/> | Option 3 Screen in for a full EQIA | <input type="text" value="Yes/No"/> |
|---|-------------------------------------|--|-------------------------------------|---|-------------------------------------|

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

N/A

Insert link to completed Equality and Good Relations report:

N/A

2. Rural Needs Impact Assessment:

| | | | |
|--|---------------------------------|---|---------------------------------|
| Has consideration been given to Rural Needs? | <input type="text" value="No"/> | Has a Rural Needs Impact Assessment (RNIA) template been completed? | <input type="text" value="No"/> |
|--|---------------------------------|---|---------------------------------|

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

A Rural Impact Assessment is deemed not to be required

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

N/A

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 1a – Site plan area retained

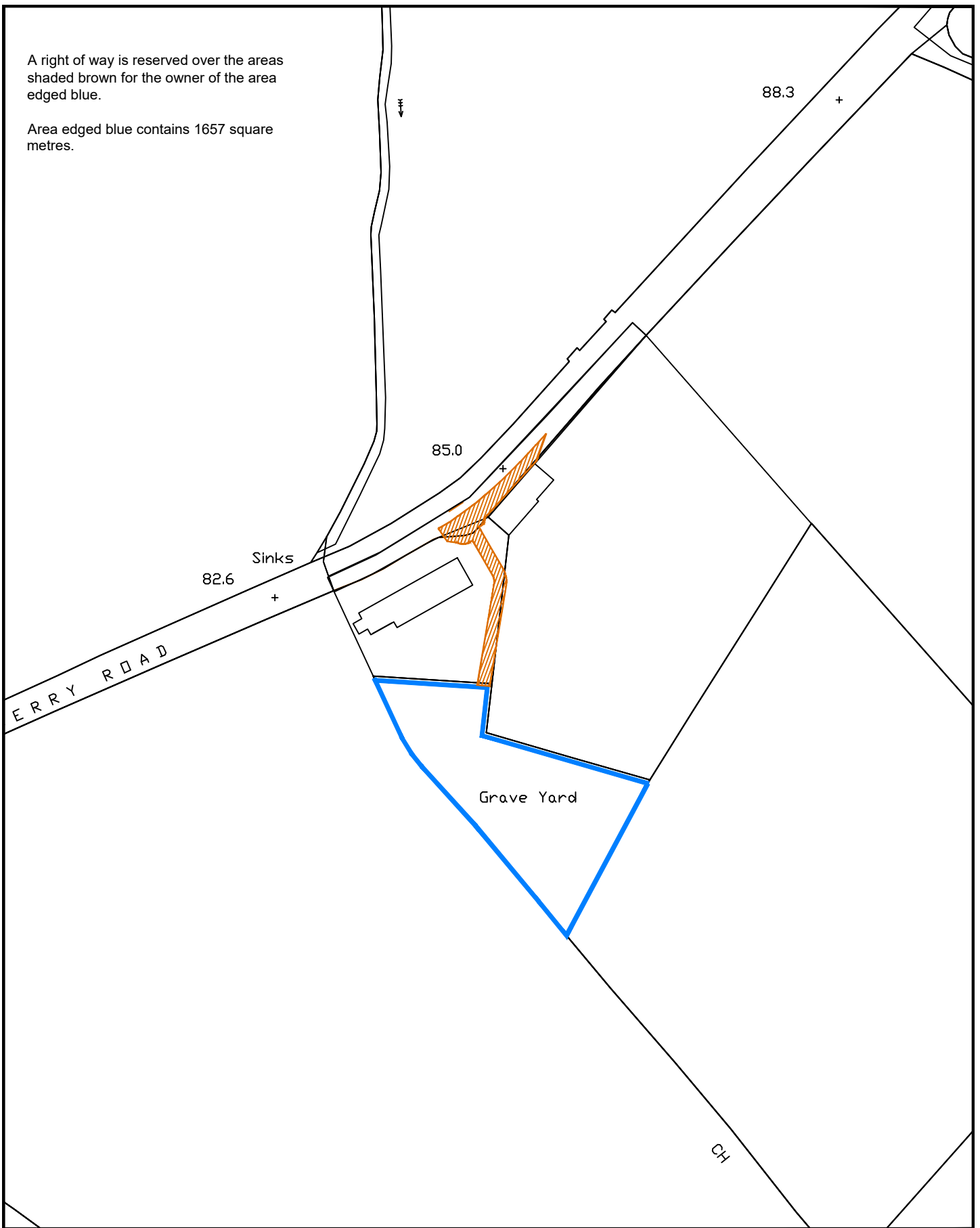
HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

A right of way is reserved over the areas shaded brown for the owner of the area edged blue.

Area edged blue contains 1657 square metres.



Service Transformation Assets
Civic Headquarters
Lagan Valley Island
Lisburn BT27 4RL
Tel: 028 9250 9250
www.lisburncastlereagh.gov.uk
Donal Rogan Director of Service Transformation

title: TRANSFER MAP FOR FRIENDS MAGHABERRY. MAP 1.

| | | | |
|---------|----------|-----------|----------|
| os ref: | 165/11 | scale(s): | 1/1250 |
| date: | FEB 2022 | drawn by: | J.MORROW |

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Development Committee

Confidential

10th August 2022

Confidential Report from:

The Director of Service Transformation

Local Government Act (Northern Ireland) 2014

Schedule 6 - Access to Information: Exemption Information

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

When will the report become unrestricted:

Specify when
report will
become available

Following sign &
sealing/extension
of legal contract
/agreement of
service with
supplier

Redacted
report
available

N/A

Never

N/A

Item for Decision

TITLE:

The Northern Ireland Business Start programme (NIBSUP) also known as GoForIt (GFI) Delivery Post March 2023

Background and Key Issues:

Background

1. Lisburn and Castlereagh City Council leads on behalf of an eleven-Council collaborative partnership in the delivery of the NI Business Start-up Programme (NIBSUP), the 'Go for It' Programme (GFI). The Council provides administrative lead on behalf of the 11 Councils, and employs the staff team responsible for the delivery of the programme.

2. NIBSUP is currently funded by the EU European Regional Development Fund (ERDF), Invest NI and 11 Councils and is currently contracted and resourced to 31st March 2023. This programme makes a major contribution to the annual achievement of each Council's statutory jobs targets. Each NI Council has a dedicated statutory job creation target that will continue beyond 1st April 2023. Lisburn and Castlereagh City Council has agreed that its annual jobs target should be 116 going forward.
3. In parallel to delivering the Go for It programme, the 11 Councils have recently completed a study into options around what a new successor start-up programme might look like. Drawing on research from comparator regions that outperform Northern Ireland's rate of business start-up, and looking at options as to how NI's start up performance could be improved, the 11 Councils have produced a comprehensive Outline Business Case to inform future proposals, and to assist in lobbying national and regional government for match funding as a replacement for current EU and Invest NI contributions [REDACTED]
[REDACTED]
4. Due to timing and funding uncertainty around the UK Shared Prosperity Fund - the UK Government's replacement for EU structural funds - it is anticipated that this will form a longer term proposal for an 11- Council approach to the delivery of enterprise and start-up activity going forward. It is unlikely that an appropriately developed and negotiated delivery model will be in place by April 2023.
5. If the current GFI programme ceases on 1st April 2023, and there is no new programme in place to replace it, then publicly supported start-up activity in 2023-24 will cease, as will the ability of each Council to fulfil their statutory job creation targets.

Key Issues

1. NIBSUP has been delivered since September 2017 via an 11 Council collaboration agreement. It has been funded at 80% of eligible costs by ERDF and Invest NI monies with Council match funding of 20%.
2. There are no ERDF monies available from 1st April 2023, and whilst the OBC has identified potential future sources of funding, detailed eligibility criteria are still unknown at this time and it is not clear if they will be available from 1st April 2023.
3. In the absence of clear information on potential alternative funding proposals, and to ensure that Councils can continue to deliver on their statutory job targets, it is proposed to extend the current GFI programme for a further 12 months to allow time for the replacement programme to be fully developed and for match funding to be negotiated. If no external funding is forthcoming, then 100% of the programme costs of the 12 month extension would fall to councils.
4. There are six key features required for successful NIBSUP delivery, and all of these aspects need to be considered collectively when planning for provision. The indicative cost for LCCC is included for 2023-24 for each point below:

- 4.1 Delivery of Client Business Plans (indicative cost £64,422)
 - 4.2 Marketing of Programme (indicative cost £30,684)
 - 4.3 Processing of Annual Enquiries to the Programme (indicative cost £7,501)
Currently in the region of 5,500 for NI with 367 Enquiries annually to LCCC'
 - 4.4 Maintenance of a Management Information System (MIS) for client tracking, programme governance and invoicing by delivery partner(s) (indicative cost £3,409)
 - 4.5 Programme Management Central Support Team - currently within LCCC (indicative cost £6,137)
 - 4.6 Contingency (£11,776)
5. The current 2022-23 council contribution for Lisburn & Castlereagh is estimated at £50,517. Without external funding for 2023-24, the council contribution for the 12 month extension could, if Members were to agree, rise to £123,929. This amount would have to be considered as part of the wider economic development 2023-24 budget estimates debate. Officers would be minded to recommend the prioritization of this project over others because it makes the most substantial contribution to the achievement of the council's statutory job creation targets. However this will mean that the committee may need to cease other programmes to accommodate the uplift should funding not be successful.
 6. In addition, the increased amount should be seen in the context of the post-RPA transferred functions annual financial contribution for the transferred entrepreneurship duty – for which we get an annual receipt to the council of £265,728.
 7. At a recent meeting of the NIBSUP Joint Management Team, it was agreed that each Council would consider the option to trigger an extension to the current Enterprise Northern Ireland (ENI) Contract for a further year (Apr 2023 – Mar 2024). An option to extend was already built into the initial 2021 Central Procurement Directorate (CPD) procurement exercise and contract. Guidance on the triggering of this extension has already been circulated by LCCC, as lead council, to the other 10 councils, outlining that if this is the preferred option then councils will need to make a decision by September 2022.
 8. The costs and other options for delivery are detailed in [REDACTED].
 9. It should be noted that the costs for the other aspects of the programme described in 4.1 to 4.6 cannot be fully determined until all Councils make a decision with respect to their chosen delivery model. For clarity this is because the costs involved in 4.1 to 4.6 are determined by how many Councils decide to trigger the ENI extension and then collaborate on which items detailed in 4.1 to 4.6.
 10. A breakdown of all related costs, business plan targets and statutory jobs targets for the NIBSUP GoFort extension across the 11-councils are detailed in [REDACTED].

Recommendation:

It is recommended that the Committee considers and agrees:

1. For officers to continue to seek to identify new funding streams to replace the ERDF funding and Invest NI funding, and to identify the best way forward for the new programme.
2. To fund a one year extension to the current GFI programme contract for the period 2023-24
3. That the Council continues its role as lead Council in the delivery of the contract for one further year, 2023-24
4. Should funding not become available, the range of alternative programme closures will be brought to Members for consideration

Finance and Resource Implications:

The total indicative cost to Lisburn and Castlereagh City Council for the GoFort one year extension programme is £123,929, which should be considered by the council as part of the 2023-24 economic development budget estimates debate. The total annual Transferred Functions entrepreneurship funding received by the Council is £265,288.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

A draft equality screening exercise has been completed in 2021-22 – this is being reviewed and updated for 2022/23.

If yes, what was the outcome?:

| | | | | | |
|---|----------------------------------|--|---------------------------------|---|---------------------------------|
| Option 1 Screen out without mitigation | <input type="text" value="Yes"/> | Option 2 Screen out with mitigation | <input type="text" value="No"/> | Option 3 Screen in for a full EQIA | <input type="text" value="No"/> |
|---|----------------------------------|--|---------------------------------|---|---------------------------------|

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

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

Yes

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

N/A

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

This Programme has no negative impact on people in rural areas, because there is no difference in support offered in rural, urban or mixed locations. There is no evidence of any negative rural impacts in terms of take-up of the service by participating businesses.

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

[REDACTED]

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

[REDACTED]