

**LISBURN & CASTLEREAGH CITY COUNCIL****Minutes of Meeting of the Environment and Sustainability Committee held in the Council Chamber, Island Civic Centre, on Wednesday 3 December, 2025 at 5.00 pm****PRESENT IN CHAMBER:**

Alderman O Gawith (Chair)

Councillor S Burns (Vice-Chair)

Alderman J Baird

Councillors J Bamford, A Givan, C McCready, R McLernon and N Parker

**PRESENT IN REMOTE LOCATION:**

Alderman S Skillen

Councillors A Gowan, B Magee and M McKeever

**IN ATTENDANCE:**

Director of Environmental Services

Director of Regeneration &amp; Growth

Head of Service (Environmental Health, Risk &amp; Emergency Planning)

Head of Service (Waste Management &amp; Operational Services)

Business Support Manager (DI)

Member Services Officers (EW and BS)

**Commencement of the Meeting**

The Chair, Alderman O Gawith, welcomed those present to the meeting and advised that it would be audio recorded unless the item on the agenda was to be considered under confidential business. The Chair stated that unauthorised recording was not permitted, as per the Council's Standing Orders. The Chair asked that mobile phones be put on silent or switched off for the duration of the meeting.

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

**1. Apologies**

Apologies were recorded on behalf of Councillor C Catney and C Duff (Head of Building Control and Sustainability). The Director of Environmental Services advised that the Head of Service (Environmental Health, Risk and Emergency Planning) would be arriving late to the meeting and Councillor S Burns advised that Councillor A Givan would also be arriving late.

## 2. Declarations of Interest

The following declaration of interest was recorded:

- During the course of the meeting Alderman J Baird - in respect of item 6.1 Provision of Cemetery Land in view of his possible submission of an EOI.

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

### 3.1 The Climate Change (Reporting Bodies) Regulations (NI) 2024

In the absence of the Head of Service (Building Control and Sustainability), the Director of Environmental Services delivered the report updating Members on the requirements of the Climate Change (Reporting Bodies) Regulations (NI) 2024 which Members had been made aware of in a noting report at the October committee meeting.

It was agreed to note the updated report.

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

### 4.1 Corporate H&S Policy & Corporate Health & Safety Procedure (CHaSP) Review

The report by the Head of Service (Environmental Health, Risk & Emergency Planning) was delivered by the Director of Environmental Services and detailed the changes within the Policy and supporting Corporate Health & Safety Procedures (CHaSPs), with one consistent change being to review the policy and CHaSPs from annually to three yearly or sooner if legislation/processes dictate.

Following a comment from Alderman J Baird, the Director of Environmental Services agreed that a review of the policy could also be dictated by an event which necessitated a review of policy and/or procedures.

It was proposed by Alderman J Baird, seconded by Councillor R McLernon and agreed to recommend approval of the amendments to the H&S Policy and CHaSPs.

### 4.2 Cemetery Rules & Regulations – Annual Review

In response to issues raised by Councillor N Parker, the Director gave assurance that the removal of a memorial bench would be a last resort position, and that officers would continue to exhaust all avenues to locate family members associated with a memorial bench in order that they are given every opportunity to repair or replace their bench as necessary before it would be removed.

It was proposed by Alderman J Baird, seconded by Councillor N Parker, and agreed to recommend approval of the Cemeteries Rules and Regulations as currently in place continue to apply for the remainder of the council term.

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

## 5. Any Other Business

### 5.1 Update on Brown Bin Provision in December 2025 Councillor S Burns

Councillor A Givan joined the meeting during consideration of this item of business (5.23 pm).

In response to a query by Councillor S Burns, the Head of Service (Waste and Operational Services) advised that the brown bin collections would be suspended for two weeks over the Christmas and New Year holidays, commencing 22<sup>nd</sup> and 29<sup>th</sup> December 2025 respectively, and that residents should be encouraged to check the website for updates on when alternative collections would be made in their area.

### 5.2 Safeguarding Paper Councillor M McKeever

In response to a query by Councillor M McKeever, the Head of Service (Environmental Health, Risk and Emergency Planning) advised that safeguarding training was given to all employees of Lisburn and Castlereagh City Council and where posts or duties reflect a greater interaction with vulnerable adults or juveniles additional training would be commensurate with that role.

### 5.3 Understanding Carbon and Climate Issues Training Alderman O Gawith

Alderman O Gawith advised Members that 'Understanding Carbon and Climate Issues Training' was being offered to Elected Members and registration for the training could be found on the Information and Correspondence Schedule for Environment and Sustainability committee and encouraged Members to avail of the training.

### 5.4 Toy Scheme and Clothing Bank Alderman S Skillen

In response to comments by Alderman S Skillen, the Head of Service (Waste and Operational Services) agreed to discuss suitable pick-up points for the Castlereagh East area with Alderman S Skillen. He also agreed to discuss the provision of a clothing bank in the Castlereagh East area.

## 6. Confidential Report by the Director of Environmental Services

The Chair, Alderman O Gawith, advised that the confidential report items would be dealt with “In Committee” due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

### “In Committee”

It was proposed by Alderman J Baird, seconded by Councillor C McCreedy and agreed that the following matters be considered “in Committee,” in the absence of members of the press and public being present.

The member of the press seated in the public gallery left the Council Chamber (5.30 pm).

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

#### 6.1 Provision of cemetery land – Updated position (The Report will never become available)

Following the presentation of the report, the Director of Environmental Services, the Director of Regeneration and Growth and the Head of Service (Environmental Health, Risk and Emergency Planning) responded to questions raised by Members.

Further to discussion, it was agreed to note the following:

- the content of the paper agreed by council in November 2025 in respect of provision of plans for the acquisition of cemetery land; and
- the updated position in respect of lands at Lisburn New Cemetery Extension.

#### 6.2 Directorate position – Estimates 2026/27 (The Report will never become available)

Alderman J Baird returned to the meeting at 5.51 pm.

Following discussion, it was agreed to note the information contained in the report.

#### 6.3 Redevelopment of Carryduff Household Recycling Centres (A Redacted Report will become available following ratification by Council in December 2025)

Councillor A Gowan and Alderman S Skillen left the meeting remotely during this item of business (5.45 pm and 6.15 pm respectively)

Following the presentation of the report, the Head of Service for Waste Management and Operational Services and the Director responded to questions raised by Members.

### 6.3 Redevelopment of Carryduff Household Recycling Centres (Continued)

Further to a lengthy discussion, it was proposed by Councillor B Magee, seconded by Alderman J Baird and agreed to the recommendations as set out in the paper which included:

- the ongoing work to support the redevelopment of Carryduff HRC;
- subject to the outcome of the procurement exercise, the provisional allocation of pEPR funding to bring this project within affordability limits as currently estimated;
- the funding application to DAERA which is to be submitted by 18 December 2025; and
- a business case to be presented to the committee confirming the council's committed budget following the outcome of the funding application.

#### Resumption of Normal Business

Councillor C McCready left the meeting at this point (6.19 pm).

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

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

There being no further business, the meeting ended at 6.20 pm.

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Chairperson