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LISBURN & CASTLEREAGH CITY COUNCIL

Island Civic Centre
The Island
Lisburn
BT27 4RL

17 October, 2019

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

The monthly meeting of Lisburn & Castlereagh City Council will be held in the Council Chamber, Island Civic Centre, The Island, Lisburn, BT27 4RL, on Tuesday, 22 October, 2019 at 7.00 pm for the transaction of the business on the undernoted Agenda.

You are requested to attend.

Food will be available in Lighters Restaurant from 5.30 pm.

DAVID BURNS
Chief Executive
Lisburn & Castlereagh City Council

AGENDA

1 **BUSINESS OF THE RIGHT WORSHIPFUL THE MAYOR (copy attached)**

2 **APOLOGIES**

3 **DECLARATION OF MEMBERS' INTERESTS;**

- (i) **Conflict of interest on any matter before the meeting (Members to confirm the specific item)**
- (ii) **Pecuniary and non-pecuniary interest (Member to complete the Disclosure of Interest form)**

4 **COUNCIL MINUTES - Meeting of Council held on 24 September, 2019**

5 **MATTERS ARISING**

6 **DEPUTATIONS**

7 **BUSINESS REQUIRED BY STATUTE**

(i) **Signing of Legal Documents**

- Lisburn and Castlereagh City Council and Department for Infrastructure (Rivers) of Eastern Regional Office, Ravarnet House, Altona Road, Lisburn , County Antrim, BT27 5QB – Licence to use route to lands at Glenmore, Lisburn.
- Lisburn and Castlereagh City Council with James Charles Mulligan and Elizabeth Anne Mulligan of 18 Broadwater Park, Killough, Aghalee, County Antrim, BT67 0EW – Transfer of part of land contained in folio AN40547 County Antrim.
- Lisburn and Castlereagh City Council and Perfect Circle JV Limited of Halford House, Charles Street, Leicester, LE1 1HA - Provision of Construction Consultancy Services in relation to Navigation House, Lisburn, Phases 1 & 2.
- Lisburn and Castlereagh City Council and Graham Asset Management of 20 Wildflower Way, Belfast, BT12 6TA – Contract for Winter Services Provision to Council facilities.
- Lisburn and Castlereagh City Council and Rainey Specialist Contractors of 22-30 Hopefield Avenue, Belfast, BT15 5AP – Contract for PPM 01 – Lighting Conductor and Chimney.
- Lisburn and Castlereagh City Council and PIP Fire & Security of Unit 15 Ferguson Centre, 57-59 Manse Road, Newtownabbey, BT36 6RW – Contract for PPM 03 Intruder Alarm Equipment.

- Lisburn and Castlereagh City Council and ATS Gas Services Limited of Unit 7 Forest Enterprise Park, 638 Springfield Road, Belfast, BT12 7DY – Contract for PPM 04 – Boiler and Associated Plant.
- Lisburn and Castlereagh City Council and DB McLarnon Fire Protection Agency of Unit 44 Work West, 301 Glen Road, Belfast, BT11 8BU – Contract for PPM 05 – Fire Fighting Equipment.
- Lisburn and Castlereagh City Council and A & N Shilliday & Company Limited of 12 Ballinahonemore Road, Armagh, BT60 1ED – Contract for PPM 06 – Air Conditioning and Ventilation Systems.
- Lisburn and Castlereagh City Council and Atlas Fire & Security of Glenbank Industrial Estate, 720 Crumlin Road, Belfast, BT14 8AD – Contract for PPM 07 – Fire Alarm Equipment.
- Lisburn and Castlereagh City Council and DWS Controls of 88A Main Street, Moira, BT67 0LH – Contract for PPM 12 – Building Energy Management.
- Lisburn and Castlereagh City Council and McAllister Bros Limited of 91 Drumalane Road, Newry, BY35 8QJ – Contract for PPM 20 – Oil Interceptor.
- Lisburn and Castlereagh City Council hereby makes the following Order – The Dogs Exclusion (Lisburn and Castlereagh) Order 2019.
- Lisburn and Castlereagh City Council hereby makes the following Order – The Dogs on Leads (Lisburn and Castlereagh) Order 2019.
- Lisburn and Castlereagh City Council hereby makes the following Order – The Dogs on Leads by Direction (Lisburn and Castlereagh) Order 2019.
- Nelson-Singleton, Solicitors, 21 The Gallows, Dromore, BT25 1BG – Release of a Registered Burden on lands at Ballynahinch Road, Dromore, County Down, Folio 5222

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ADOPTION OF MINUTES OF COMMITTEES

Special Governance & Audit Committee	26 September, 2019
Leisure and Community Development Committee	1 October, 2019
Environmental Services Committee	2 October, 2019
Development Committee	2 October, 2019
Corporate Services Committee	9 October, 2019
Planning Committee (For Noting)	2 September, 2019

9. **REPORT FROM CHIEF EXECUTIVE**

(None)

10 **REPORTS OF MEMBERS ON BOARDS**

11 **REPORTS ON DECISIONS SUBJECT TO THE RECONSIDERATION PROCEDURE**

(None)

12 **NOTICES OF MOTION**

No.1 - In the name of Councillor S Lee on the subject of Single Use Plastics (Copy Attached).

No. 2 – In the name of Councillor M Guy on the subject of Parenting NI's 'Parenting in the Picture' Campaign (Copy Attached)

No. 3 – In the name of Councillor N Anderson on the subject of the Amendment of the NI (Executive Reform) Act regarding Abortion in Northern Ireland (Copy Attached)

No. 4 – In the name of Councillor G McCleave on the subject of Soft Opt Out Organ Donation (Copy Attached)

No. 5 - In the name of Councillor R Carlin on the subject of Lighting up the Council Buildings Black and Yellow in support of 'Border Communities Against Brexit' Campaign (Copy Attached)

13 **CONFIDENTIAL BUSINESS**

Report by the Chief Executive in connection with:

13.1 Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste – Recommendation of Contract Extension (Lot 2) (Confidential due to Containing information relating to the financial or business affairs of the Organisation concerned (including the Council holding that information).

13.2 Section 76 Legal Agreement in respect of Planning Application LA05/2019/0143/F (Confidential due to containing information in relation to which a claim to legal professional privilege could be maintained in legal proceedings).

Members are requested to go to the Confidential folder on SharePoint

14 **ANY OTHER BUSINESS**

Engagements undertaken by The Right Worshipful the Mayor, Councillor Alan Givan

Wednesday 25th September

Take 5 Launch by 'Good Mental Health Group' at LVI

Cheque handover by Drumbo & District Community Association, in Mayor's Parlour

Chinese National Day Celebration at the Culloden Hotel.

Thursday 26th September

Traditional Chinese Tea Ceremony at Hillsborough Castle

Institution of the Rev. Aaron David Gamble McAlister, Christ Church, Derriaghy.

Friday 27th September

MacMillan Cancer Coffee Morning in canteen at LVI.

Saturday 28th September

NMBVA Service at Pantridge Memorial Statue at LVI

Lisburn Old Vehicle Club, Veteran's Car Run for cars built before 1919.

Thanksgiving Service to mark the 150th Anniversary of SANDES in Lisburn Cathedral

10th Anniversary of Canal Boxing Academy, dinner at Clayton Hotel, 22 Ormeau Avenue, Belfast.

Tuesday 1st October

Kate Adie Talking about Women in the First World War, Island Hall, LVI

Wednesday 2nd October

Photo call with Hillhall Regeneration Group

Thursday 3rd October

Official opening of Bells Lane Allotments, Bells Lane

Friday 4th October

Morning Coffee with the Mayor of Warrington

Reception to mark the unveiling of the Torch Hope Statue, meeting at Lighters followed by lunch in the Chestnut Suite

Saturday 5th October

Big Breakfast Fundraiser at Glenavy Protestant Hall.

Polish Wings memorial restoration ceremony, 43 Ballymullan Road, Lisburn.

Exhibition launch of "The Polish Wings" at the Ulster Aviation Society, Gate 3, Maze Long Kesh

Ballinderry War Memorial Hall 95th Anniversary Dinner at Ballinderry War Memorial Hall.

Sunday 6th October

Lagan District Girls Brigade Annual Parade at First Lisburn Presbyterian Church.

Monday 7th October

Action Mental Health – New Horizons, Derriaghy Celebration Day, Brownlee Room, Bridge Community Centre, Lisburn.

Wednesday 9th October

Take 5 Steps to Well Being Event, Lagan Valley Leisureplex

Morning coffee with Cause Carers Group following their walk along the tow path. Mayor's Parlour.

Photo call for Local Development Plan Launch, Rotunda, LVI

Reception for Flt Lt Nicola Wilson (Wing Officer of the Year), Cherry Room, LVI

Thursday 10th October

'Now Your Talking' in the Studio Theatre, LVI.

Friday 11th October

Launch of Draft Plan Strategy, Local Development Plan, Lagan Valley Island, Lisburn

Lisnagarvey High School Annual Prize Day

Lisburn Chamber of Commerce Annual Dinner Dance, Down Royal Racecourse.

Saturday 12th October

Grace Church Conference, Island Hall, LVI

Lunch and hockey match (Lisnagarvey vs Three Rock Rovers), Lisnagarvey Hockey Club, Hillsborough.

Thursday 17th October

Official opening of Davis House, Maghaberry Prison

Fashion Show in Jonzara, Bow Street, Lisburn

Exhibition celebrating 40 years of Lisburn Museum & 25 years of the Irish Linen Centre.

Friday 18th October

Launch Event of Dromara Lagan Park, Dromara Leisure Centre

Reception for Lisburn Free Methodist Church Youth Fellowship.

Saturday 19th October

Dromara Apprentice Boys Coffee Morning at Dromara Apprentice Boys Hall.

Monday 21st October

Christmas Switch On Launch Photo at Market Square

Reception for Nook Seniors Group from Moneyreagh in Mayor's Parlour

Tuesday 22nd October

Tour of Council Chamber for group of SERC students and refreshments in the Mayor's Parlour

Mayor to host Lisburn Association of Principals for their Annual Meeting.

Engagements undertaken by the Deputy Mayor, Councillor Johnny McCarthy

Wednesday 25th September

NICCY Annual Conference , Gala Dinner at Titanic Building, Belfast.

Thursday 26th September

A Chinese Cultural Gala at the Ulster Hall, Belfast

Saturday 5th October

Crewe United Annual Formal Dinner, Maldron Hotel, Belfast International Airport.

Monday 7th October

Fire Safety Week Launch, Central Fire Station, Bankmore Street, Belfast

Sunday 13th October

GAA County Football Finals in Pairc Esler in Newry

Friday 25th October

Fort Hill Integrated College Prize Day.

65th Anniversary celebrations of Newtownbreda W.I. at Knockbreda Parish Church Hall.

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Monthly Meeting of Council held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 24 September, 2019 at 7:01 pm

PRESENT:

The Right Worshipful the Mayor
Councillor A Givan

Deputy Mayor
Councillor J McCarthy

Aldermen J Baird, W J Dillon MBE, D Drysdale, A Grehan,
T Morrow, S P Porter and J Tinsley

Councillors R T Beckett, R Carlin, D J Craig, S Eastwood,
A P Ewing, O Gawith, A Gowan, M Gregg, D Honeyford,
S Hughes, J Lavery BEM, S Lee, H Legge, G McCleave,
C McCready, A McIntyre, U Mackin, T Mitchell, Jenny Palmer,
John Palmer, S Skillen and A Swan

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Director of Environmental Services
Director of Service Transformation
Head of Service (Sports Services)
PCSP/Member Services Manager
Member Services Officer
Attendance Clerk

Commencement of the Meeting

At the commencement of the meeting, The Right Worshipful the Mayor, Councillor A Givan, welcomed those present to the meeting. He requested that all mobile phones be switched off or put on silent for the duration of the meeting.

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

Councillor C McCready arrived to the meeting at this point (7.03 pm).

1. **Business of The Right Worshipful the Mayor**

1.1 **Prayers**

The Right Worshipful the Mayor, Councillor A Givan, welcomed to the meeting Pastor Geoffrey Ward, formerly retired from Lisburn Baptist Church. Pastor Ward gave an address and said a prayer, following which The Right Worshipful the Mayor thanked him for his attendance and he left the meeting (7.11 pm).

1.2 Mayor's Engagements

The Council noted a number of engagements attended by The Right Worshipful the Mayor and the Deputy Mayor since the last meeting of Council.

The Right Worshipful the Mayor, Councillor A Givan, referred to the Mayor's Inaugural Dinner that had been held on 13 September, 2019 and thanked all Council staff involved with its organisation, in particular the staff in the Mayor's office: Mrs C Adamson and Mrs G Allen.

2. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen A G Ewart MBE, M Henderson MBE and S Martin, Councillors N Anderson, S Carson, J Gallen, M Guy, R McLernon and N Trimble and the Director of Leisure and Community Wellbeing.

3. Declarations of Interest

The following declaration of pecuniary interest was expressed:

- Councillor D J Craig in respect of item 7 "Business Required by Statute; (i) Signing of Legal Documents" due to him being a member of the Education Authority Board.

4. Council Minutes

It was proposed by Alderman J Tinsley, seconded by Councillor D Honeyford and agreed that the minutes of the meeting of Council held on 27 August, 2019 be confirmed and signed.

It was proposed by Alderman J Tinsley, seconded by Councillor D Honeyford and agreed that the minutes of the special meeting of Council held on 17 September, 2019 be confirmed and signed, subject to the inclusion of Councillor H Legge under item 1 'Apologies'.

5. Matters Arising

5.1 Council Minutes of 27 August, 2019
Page 469, Item 12.1 – Impact of Climate Breakdown

Councillor M Gregg expressed the disappointment of Members of the Alliance Party that the Council, at its meeting held on 27 August, 2019 when debating a Notice of Motion relating to the impact of climate breakdown, had not agreed to declare a 'Climate Emergency'. However, he did welcome the establishment of a working group to consider the issues of climate breakdown.

5.1 Council Minutes of 27 August, 2019
Page 469, Item 12.1 – Impact of Climate Breakdown (Contd)

Following further comments by Councillor Gregg regarding this issue, The Right Worshipful the Mayor, Councillor A Givan, stated that the appropriate time for this matter to be raised was at the end of the meeting under 'Any Other Business'.

6. Deputations

There were no deputations.

7. Business Required by Statute

(i) Signing of Legal Documents

Having declared a pecuniary interest in this item of business, Councillor D J Craig left the meeting at this point (7.18 pm).

On a proposal by Councillor J Laverty, seconded by Councillor M Gregg, it was agreed that the following legal documents be signed at the meeting:

- Lisburn and Castlereagh City Council and Avenue Recycling Limited, 1 Advantage Way, Ballygomartin Road, BT13 3LZ – Contract for the Assembly, Distribution, Uplift and Disposal of Various Waste Containers within the Lisburn and Castlereagh City Council Area;
- Lisburn and Castlereagh City Council and John McQuillan Contracts Limited, 11 Ballinderry Road, Lisburn, County Antrim, BT28 2SA – Contract for Moat Park Garden of Reflection;
- The Education Authority of 40 Academy Street, Belfast, BT1 2NQ to Lisburn and Castlereagh City Council – Land Registry Form 11 for the transfer of land from Dromara Primary School, 36 Hillsborough Road, Dromara, Dromore, County Down, BT25 2BL to Lisburn and Castlereagh City Council to facilitate the Dromara Public Realm Works;
- The Department for Infrastructure of Clarence Court, 10-18 Adelaide Street, Belfast, BT2 8GB to Lisburn and Castlereagh City Council – Licence for Environmental Improvement Works at Lisburn City Centre; and
- The Representative Aghalee Village Hall, 6 Lurgan Road, Aghalee, Craigavon, BT67 0DD and Lisburn and Castlereagh City Council – Licence for Works

Councillor D J Craig returned to the meeting at this point (7.18 pm).

8. Adoption of Minutes of Committees

Leisure and Community Development Committee

3 September 2019

Proposed by Alderman J Tinsley

Seconded by Councillor H Legge

Environmental Services Committee

4 September 2019

Proposed by Alderman J Baird
Seconded by Alderman T Morrow

Development Committee

4 September 2019

Proposed by Alderman W J Dillon
Seconded by Alderman D Drysdale

Special Development Committee

9 September 2019

Proposed by Alderman D Drysdale
Seconded by Alderman J Baird

Corporate Services Committee

11 September 2019

Proposed by Councillor R Carlin
Seconded by Alderman S P Porter

Governance and Audit Committee

12 September 2019

Proposed by Councillor S Eastwood
Seconded by Alderman S P Porter

**Joint Leisure and Committee Development Committee/
Development Committee**

19 September 2019

Proposed by Alderman J Tinsley
Seconded by Councillor H Legge

Planning Committee

5 August 2019

Planning Committee (Reconvened)

12 August 2019

The minutes of the Planning Committee meeting of 5 August, 2019 and the reconvened Planning Committee meeting of 12 August, 2019 had been circulated for noting only as these minutes had been agreed at the subsequent meeting of the Planning Committee on 2 September, 2019. It was proposed by Councillor D J Craig, seconded by Councillor O Gawith and agreed that their contents be noted.

9. Report from Chief Executive

It was agreed that the report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below.

Item for Decision

9.1 Decision Time

Alderman A Grehan left the meeting during consideration of this item of business (7.23 pm).

Members were advised that the Corporate Management Team had been trialling Decision Time, which was a paperless meeting solution that simplified formal meeting management for organisers, made participants more effective and

9.1 Decision Time (Contd)

reduced cost. It was a cloud-based application which would allow Officers and Members to easily create, distribute, search and manage meetings.

It was proposed by Councillor A McIntyre, seconded by Alderman J Tinsley and agreed that Decision Time be trialled at the Development Committee meeting in November, with the necessary training being given to Members in advance of that meeting. It was noted that SharePoint would still remain as a document management system.

At this point in the meeting, Councillor D Honeyford referred to the following matter arising from the Development Committee minutes of 4 September, 2019:

Page 536, Item 5.8

Update on Northern Ireland-Netherlands Trade and Export Society (NI-NL) and Rotterdam Trade and Networking Event

Alderman A Grehan returned to the meeting at this point (7.26 pm).

Councillor D Honeyford put on record the disappointment of the Alliance Party in relation to the decision taken by the Development Committee in respect of the above matter. Whilst welcoming the support the Council gave to the NI-NL business programme, the Alliance Party considered there was not a need for both the Chairman and Vice-Chairman to attend a Northern Ireland football match and a networking event in Holland. The Right Worshipful the Mayor, Councillor A Givan, stated that the appropriate time for this matter to be raised was at the end of the meeting under 'Any Other Business'.

10. Reports from Members on Boards

There were no reports from Members on Boards.

11. Reports on Decisions Subject to the Reconsideration Procedure

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

12. Notice of Motion

There were no Notices of Motion.

13. Confidential Business

It was agreed that the reports and recommendations of the Chief Executive be adopted, subject to any decisions recorded below.

13. Confidential Business (Contd)

The Right Worshipful the Mayor, Councillor A Givan, advised that the matters contained in the confidential report and additional confidential report would be dealt with “In Committee” due to containing information (a) in relation to which a claim to legal professional privilege could be maintained in legal proceedings; and (b) 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 Councillor S Skillen and agreed that the following items be considered “in committee”, in the absence of members of the press and public being present.

13.1 Adoption of Draft Plan Strategy – Local Development Plan

The Chief Executive set out in his report, the background and key issues relating to the Draft Plan Strategy – Local Development Plan. Members were provided with a copy of the Plan, together with a copy of a briefing note which had been prepared as a result of discussions at the special meeting of Council on 17 September, 2019 with Northern Ireland Water and the Northern Ireland Housing Executive. Councillor D J Craig put on record his thanks to those Officers involved in producing the Draft Plan Strategy.

It was proposed by Councillor D J Craig, seconded by Councillor M Gregg and agreed that:

- (a) the Draft Plan Strategy be approved;
- (b) the initial informal launch of the public consultation be commenced on 11 October, 2019 in the Island Hall, followed by a nine week statutory consultation period; and
- (c) in light of concerns raised by its representatives at the special meeting of Council on 17 September, 2019, a letter be sent to Northern Ireland Water, seeking its input during the consultation process.

The Chief Executive agreed to take note of comments by Councillor M Gregg in relation to:

- (i) the difficulty in reading the contents of page 34 of the document, given that it contained white text on a pale background; and
- (ii) reference to “increasing energy from non-renewable sources” on page 146 of the document, which Councillor Gregg considered should be “renewable sources”.

13.2 Royal Status

It was proposed by Councillor Jenny Palmer, seconded by Alderman S P Porter and agreed that discussion on the above issue continue through the previously formed Working Group, with progress reports being presented to the Corporate Services Committee, as required.

13.3 Replacement of Audio Visual Equipment in Council Chamber

The Chief Executive set out in his report, background and key issues relating to the urgent requirement to replace the audio visual equipment in the Council Chamber as the current system was obsolete and spare parts were unavailable. Members were provided with a copy of a financial appraisal in respect of the replacement of this equipment.

It was proposed by Alderman W J Dillon, seconded by the Deputy Mayor, Councillor J McCarthy and agreed that:

- (a) the financial appraisal be approved;
- (b) a procurement exercise be commenced for a company to design, supply, install and commission the complete Audio Visual and Discussion System for the Council Chamber; and
- (c) a time-bound working group be established consisting of one representative from each party to ensure the needs of Members were met by any system that was introduced.

During discussion on this matter, the Chief Executive took note of the following, which the time-bound working group would consider:

- (i) comments by Alderman A Grehan regarding the possibility of holding all Committee meetings in the Council Chamber, which would free up other meeting rooms for outside bookings; and
- (ii) comments by Councillor H Legge regarding the benefits of having a portable audio system that could be used in other rooms within the civic centre, as well as in other Council venues.

Resumption of Normal Business

It was proposed by Councillor T Mitchell, seconded by Alderman T Morrow and agreed to come out of committee and normal business was resumed.

14. Any Other Business

Councillor A McIntyre left the meeting at this point (7.44 pm).

14.1 Provision of Gate at Benson Street Car Park
Councillor Jenny Palmer

Councillor Jenny Palmer referred to a decision of the Council in June 2019 to provide a barrier gate at the entrance to Benson Street Car Park, as a result of antisocial behaviour and serious issues taking place at that location. Whilst she welcomed the provision of the gate, Councillor Palmer expressed concern that it was being closed in the evening at 9.00 pm, which would not facilitate the parking needs of either retail workers who worked until that time or shoppers, particularly in the run up to Christmas. Councillor Palmer asked that the closing time of the gate be reviewed and suggested a closing time of 10.00 pm.

14.1 Provision of Gate at Benson Street Car Park (Contd)
Councillor Jenny Palmer

Alderman S P Porter referred to the antisocial behaviour taking place in the Benson Street car park and the fact that the barrier gate had been provided to offer some support to nearby residents. He suggested a closing time of 9.30 pm and the possibility of having varying closing times depending on the time of year. He also asked that residents be kept fully informed. Councillor Jenny Palmer concurred with the sentiments of Alderman Porter.

The Chief Executive agreed that (a) in the short-term, staff would ensure that no-one got locked in the car park; and (b) Officers would review the closing time of the gate.

14.2 Impact of Climate Breakdown
Councillor M Gregg

Councillor M Gregg further commented on the above issue, which he had raised earlier in the evening under item 5.1.

Councillor A McIntyre returned to the meeting at this point (7.50 pm).

14.3 Climate Change Emergency – Rowandale Primary School
Councillor O Gawith

Councillor O Gawith commended the staff and pupils in Rowandale Primary School for how the school had played its part in the protest that had taken place across the UK and Europe the previous week in relation to the Climate Change Emergency.

Conclusion of the Meeting

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

There being no further business for consideration, the meeting was terminated at 7.53 pm.

Mayor

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Special Meeting of the Governance and Audit Committee held in the Island Civic Centre, The Island, Lisburn, on Thursday, 26 September, 2019 at 6:04 pm

PRESENT:

Councillor S Eastwood (Vice-Chairman)

The Right Worshipful the Mayor
Councillor A Givan

Aldermen A Grehan, S Martin and S P Porter

Councillors A P Ewing, A Gowan, S Hughes, J Lavery,
G McCleave, U Mackin, John Palmer and N Trimble

IN ATTENDANCE:

Chief Executive
Head of Audit and Risk
Acting Head of Finance
Finance Manager – Financial Transactions and Reporting
Member Services Officer

Northern Ireland Audit Office

Mrs C Kane, Director

Commencement of the Meeting

In the absence of the Chairman, Councillor J Gallen, the Vice-Chairman, Councillor S Eastwood, took the chair and conducted the business on the agenda.

The Acting Chairman, Councillor S Eastwood, welcomed those present to the meeting and proceeded to outline the evacuation procedures in the case of an emergency.

1. **Apologies**

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Chairman, Councillor J Gallen, Alderman J Baird and Councillors S Carson and S Lee.

2. **Declarations of Interest**

There were no declarations of interest.

3. Confidential Report by the Chief Executive

It was agreed that the report and recommendations of the Confidential Report of the Chief Executive be adopted, subject to any decisions recorded below.

The matters contained in the confidential reports 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 A Grehan and agreed that the following matters be considered “in committee”, in the absence of members of the press and public being present.

3.1 Lisburn & Castlereagh City Council Report to Those Charged with Governance 2018-19

The Acting Chairman, Councillor S Eastwood, welcomed Mrs C Kane, Director, Northern Ireland Audit Office (NIAO) to the meeting.

Members had been provided with a copy of the Lisburn & Castlereagh City Council Report to Those Charged with Governance 2018-19. Mrs Kane made a verbal presentation on the report and a number of queries were responded to.

During discussion, the Acting Head of Finance took note of a request from Alderman A Grehan that the Governance and Audit Committee be provided with information in relation to assets with £nil net book value. The Acting Head of Finance explained that the plant and equipment list was extensive.

Members stated that the Report to Those Charged with Governance had improved significantly from last year’s report and commended Officers for their efforts in bringing about this improvement. The Chief Executive also thanked the finance team, as well as Mrs Kane and her team in the NIAO for their support.

It was proposed by Alderman A Grehan, seconded by Councillor J Lavery and agreed that the Lisburn & Castlereagh City Council Report to Those Charged with Governance 2018-19 be noted.

3.2 Lisburn & Castlereagh City Council Approval of Statement of Accounts For Year Ended 31 March, 2019

Alderman S Martin left the meeting during consideration of this item of business (6.40 pm).

Members had been provided with a copy of the Lisburn & Castlereagh City Council Statement of Accounts for the Year Ended 31 March 2019 and the Acting Head of Finance answered a number of queries raised on its content. Members commended Officers involved in the preparation of this document.

3.2 Lisburn & Castlereagh City Council Approval of Statement of Accounts For Year Ended 31 March, 2019 (Contd)

The Chief Executive took note of comments by Alderman S P Porter in relation to the importance of budgets being monitored and adjusted accordingly throughout the financial year in order to assist Members in the estimates process. Alderman A Grehan suggested that a workshop be held for Members to explain matters such as budget management and planning for risk. The Chief Executive agreed that arrangements would be made for a finance workshop to take place.

Delegated authority having been granted to the Committee at this special meeting to consider the Statement of Accounts, it was proposed by Alderman A Grehan, seconded by Alderman S P Porter and agreed that the Statement of Accounts for the Year Ended 31 March, 2019 be accepted and signed by the Acting Chairman, Councillor S Eastwood, and the Chief Executive.

Resumption of Normal Business

It was proposed by Councillor G McCleave, seconded by Alderman A Grehan and agreed to come out of committee and normal business was resumed.

Conclusion of the Meeting

At the conclusion of the meeting, the Acting Chairman, Councillor S Eastwood, thanked those present for their attendance.

There being no further business, the meeting was terminated at 6.48 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 1 October, 2019 at 5:03 pm

PRESENT:

Alderman J Tinsley (Chairman)

The Right Worshipful the Mayor
Councillor A Givan

Deputy Mayor
Councillor J McCarthy

Aldermen A Grehan and T Morrow

Councillors N Anderson, R T Beckett, R Carlin, D J Craig,
A Gowan, M Guy, H Legge, R McLernon, Jenny Palmer,
S Skillen and N Trimble

OTHER MEMBERS:

Aldermen D Drysdale and S Martin

Councillors J Laverty, U Mackin and A Swan

IN ATTENDANCE:

Director of Leisure and Community Wellbeing
Head of Parks & Amenities
Head of Cultural and Community Services (Acting)
Head of Sports Services
Community Planning Manager
Member Services Officer

Max Associates

Mr M Steward
Ms L Forsyth

Commencement of the Meeting

The Chairman, Alderman J Tinsley, welcomed those present to the meeting, particularly those Members who were not on the Leisure and Community Development Committee.

1. **Apologies**

There were no apologies.

2. **Declarations of Interest**

There were no declarations of interest made at this point. During the course of the meeting, the following declarations of interest were made:

2. Declarations of Interest (Contd)

- Councillor S Skillen in respect of item 4.5 'Dungoyne Sports Club' and item 8.4 'MUGA Leases – Sinking Funds' due to her being a member of Ballybeen Improvement Group;
- Councillor J Laverty in respect of item 4.8 'Ballybeen Men's Motivational Group' due to him having a family connection to a committee member of the group;
- Councillor A Gowan in respect of item 6.3 'Community Christmas Grants 2019', item 4.3 'Procurement of Christmas Trees – Tender Report' and item 4.4 'Procurement of Christmas Tree Decorations – Tender Report' as he was Vice-Chairman of Anahilt and Magheraconluce Community Association;
- Councillor M Guy in respect of item 7.2 'Requests from Carryduff Colts FC and Carryduff GAC to Make a Presentation to the Leisure and Community Development Committee' in light of (a) her being a member of Carryduff GAC, (b) her being on the Organising Committee for the GAC Annual Dinner, (c) her husband being a coach for Carryduff Colts FC and (d) her son playing for Carryduff Colts FC; and
- Councillor H Legge in respect of item 4.5 'Dungoyne Sports Club' and item 8.4 'MUGA Leases – Sinking Funds' due to her being a member of Ballybeen Improvement Group and being on the Youth Education & Employment Sub Group.

The Right Worshipful the Mayor, Councillor A Givan, and Councillor A Gowan arrived to the meeting at this point (5.04 pm).

3. Dundonald International Ice Bowl – Leisure Management Options Presentation from Max Associates

The Deputy Mayor, Councillor J McCarthy, Alderman S Martin and Councillor N Trimble arrived to the meeting during consideration of this item of business (7.05 pm), as did Councillor N Anderson (5.29 pm) and Alderman T Morrow ((5.30 pm). Councillor Jenny Palmer left, and returned to, the meeting during consideration of this item of business (5.18 pm and 5.21 pm respectively).

The above 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 H Legge, seconded by Councillor D J Craig and agreed that this matter be considered "in committee", in the absence of members of the press and public being present.

The Chairman, Alderman J Tinsley, welcomed to the meeting, Mr M Steward and Ms L Forsyth, representatives from Max Associates.

3. Dundonald International Ice Bowl – Leisure Management Options Presentation from Max Associates (Contd)

Members were provided with a copy of a report and associated options from Max Associates relating to the Leisure Management Options Appraisal for Dundonald International Ice Bowl (DIIB). With the use of visual aid equipment, Ms Forsyth presented to the Committee an overview of the report and provided clarification on a number of issues raised by Members.

The Chairman, Alderman J Tinsley, thanked Mr Steward and Ms Forsyth for their attendance and they left the meeting (5.28 pm).

Following discussion, it was agreed to recommend that, due to a number of reasons set out in the Max Associates Report, management of DIIB remain in-house, to be reviewed three years post opening.

It was agreed that the remainder of items contained in the confidential report would be considered at this point.

4. Confidential Business

It was proposed by Councillor Jenny Palmer, seconded by Councillor D J Craig and agreed that the confidential report and recommendations be adopted, subject to any decisions recorded below.

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

4.1 Dundonald International Ice Bowl – Leisure Management Options Appraisal Report

It was noted that this matter had been dealt with under item 3.

4.2 Provision of Temporary Gym – Billy Neill MBE Country Park

Alderman S Martin left the meeting during consideration of this item of business (5.50 pm).

Members were provided with a copy of a report detailing a proposal to establish a gym at Billy Neill MBE Country Park. It was agreed to recommend that approval be granted to the establishment of a gym facility at Billy Neill MBE Country Park to underpin the Vitality Household membership, with appropriate financial provision being included in the 2020/21 estimates, and such provision to be reviewed on an annual basis.

4.3 Procurement of Christmas Trees – Tender Report

Members having been provided with a copy of a Tender Report in respect of the Procurement of Christmas Trees, it was agreed to recommend that the tender for

4.3 Procurement of Christmas Trees – Tender Report (Contd)

the provision of Christmas Trees be awarded as outlined in the report of the Head of Parks & Amenities.

4.4 Procurement of Christmas Tree Decorations – Tender Report

Members having been provided with a copy of a Tender Report in respect of the Procurement of Christmas Tree Decorations, it was agreed to recommend that the tender for the provision of Christmas Tree Decorations be awarded as outlined in the report of the Head of Parks & Amenities.

4.5 Dungoyne Sports Hub

The Head of Parks & Amenities set out in his report, information in relation to the ongoing development of the Dungoyne Sports Hub. Members having been provided with a copy of a Dungoyne Development Financial Summary, it was agreed to recommend that approval be given to an increase in the global capital provision for the Dungoyne Sports Hub, as outlined in the report, to reflect the actual tender award and subsequent minor contract variations, including provision of a base and service connections to accommodate a portacabin being provided by the community group.

4.6 Dog Control Orders

Members were provided with, and noted the contents of, a copy of the following Dog Control Orders, which would be enacted on 1 December, 2019:

- The Dogs Exclusion (Lisburn and Castlereagh) Order 2019;
- The Dogs on Leads (Lisburn and Castlereagh) Order 2019; and
- The Dogs on Leads by Direction (Lisburn and Castlereagh) Order 2019.

Councillor U Mackin left the meeting at this point (6.09 pm).

4.7 Correspondence from SEUPB Regarding PEACE PLUS and INTERREG

Members were provided with, and noted the contents of, correspondence dated 19 September, 2019 from SEUPB advising that the EU, the UK and the Irish Government had given their commitment to the PEACE PLUS Programme (which provided for the continuation of the PEACE IV and INTERREG Programmes) and this position had not changed.

Verbal Item

4.8 Ballybeen Men's Motivation Group Director of Leisure and Community Wellbeing

The Director, having briefed the Committee at its last meeting in regard to a recent newspaper article relating to a former employee of Ballybeen Men's Motivation Group, provided a further verbal update on this matter.

4.8 Ballybeen Men's Motivation Group (Contd)
Director of Leisure and Community Wellbeing

Councillor J Lavery having declared an interest in this item of business, he left the meeting at this point (6.20 pm).

Councillor D J Craig left, and returned to, the meeting during consideration of this item of business (6.18 pm and 6.33 pm). Alderman A Grehan also left, and returned to, the meeting during consideration of this item of business (6.23 pm and 6.28 pm respectively).

The Director advised he had only recently received further correspondence from the Group and provided a further verbal update on the position. He indicated that the Group had now requested that the Council waive the rental for the unit utilised as a Men's Shed for a period of six months to allow it time to address matters impacting on its sustainability. The Director further advised that he believed further information was, however, required from the Group before such a request could be considered.

Following discussion, during which a number of Members stated their support for the work being undertaken by Ballybeen Men's Motivation Group in relation to the Men's Shed project, it was proposed by Councillor S Skillen, seconded by Alderman T Morrow and agreed to recommend that, at this stage, the Group be permitted a two month rent-free period, with a report being made to the Committee at its next meeting in relation to the governance and financial sustainability of the project.

Resumption of Normal Business

It was proposed by Councillor Jenny Palmer, seconded by the Deputy Mayor, Councillor J McCarthy, and agreed to come out of committee and normal business was resumed.

Alderman D Drysdale left the meeting at this point (6.36 pm).

5. Report of Head of Parks & Amenities

It was proposed by Councillor Jenny Palmer, seconded by Councillor N Anderson and agreed that the report and recommendations of the Head of Parks & Amenities be adopted, subject to any decisions recorded below.

5.1 NI Water Lands at Leathemstown – Proposed Purchase

Councillor J Lavery returned to the meeting at this point (6.37 pm).

Members were provided with a copy of:

- (a) a map depicting two parcels of land at Leathemstown offered for disposal by NI Water, which the Committee, at its meeting held on 16 April, 2015 had agreed to purchase as the acquisitions were deemed essential to safeguard rider and spectator facilities associated with the Ulster Grand Prix; and

5.1 NI Water Lands at Leathemstown – Proposed Purchase (Contd)

- (b) a revised Land & Property Services (LPS) valuation for Site 116, which sat at the junction of Hannahstown Road and Rusheyhill Road. The new valuation had been acquired for this parcel of land adjacent to the paddock at the Dundrod Circuit, as the previous valuation had expired after six months. The second parcel of land at Leathemstown corner was no longer deemed essential to the event by the organisers.

It was agreed to recommend approval of the purchase from NI Water of Site 116, at a cost of £16,000, in support of safeguarding rider and spectator facilities associated with the Ulster Grand Prix, and that the Council retain the services of the original legal advisors to conclude the purchase.

5.2 Derriaghy FC Lease

The Committee was reminded of its decision, taken in December 2018, to approve the signing of a new 25 year lease with Derriaghy FC for the football pitch at Seycon Park. The club had, however, delayed the implementation date and subsequent negotiations, in light of the amendments being brought forward by the IFA in relation to intermediate ground criteria. These had resulted in a proposal that the boundary fence be realigned to incorporate two additional parcels of land, as indicated on a map with which Members had been provided. The additional parcels would permit future development of a spectator stand, as requested by the IFA, and would also enable the movement of storage containers inside the curtilage of the fence. The map provided to Members indicated the extent of the Council's ownership and that area outside the leased land would continue to be maintained by Council staff.

It was noted that a wider paper providing an update on proposed IFA Intermediate Ground Criteria, including this site at Derriaghy FC, would be brought forward once clarifications had been received from the IFA. In the meantime, it was agreed to recommend that approval be given to the proposal to add two additional parcels of land to the site leased to Derriaghy FC by the realignment of the existing boundary fence, which was required to complete the lease and was beneficial to both the club and the Council, regardless of the IFA proposals.

5.3 Play Park Refurbishments

Members noted the delivery timetable for the play park refurbishments and new play parks, as outlined in the report of the Head of Parks & Amenities.

The Head of Parks & Amenities agreed to provide Councillor S Skillen with information in relation to the two pieces of equipment to be installed at the Dungoyne Play Park that would be particularly designed for use by children with disabilities.

5.4 Lagan Valley Regional Park – AGM Minutes 2018

Members were provided with, and noted the contents of, a copy of the minutes of the Lagan Valley Regional Park AGM held on 27 September, 2018.

The Director of Leisure and Community Wellbeing took note of comments by Councillor D J Craig who stated that he had previously been nominated to represent the Council on the Lagan Valley Regional Park; however, he had been unable to attend meetings as they clashed with meetings of the Education Authority (EA) Board.

5.5 2019 Translink Ulster in Bloom Results

Members noted from the report of the Head of Parks & Amenities, successes achieved by the Council in the 2019 Translink Ulster in Bloom awards.

6. Report of Head of Cultural and Community Services (Acting)

It was proposed by Councillor N Anderson, seconded by Alderman A Grehan and agreed that the report and recommendations of the Head of Cultural and Community Services (Acting) be adopted, subject to any decisions recorded below.

6.1 Review of Community Plan Action Plan

Members having been provided with a copy of the Community Plan Action Plan 2019-2024, it was agreed to recommend that approval be given to the integral elements of the Action Plan that fell under the responsibility of the Council.

6.2 Community Plan Statement of Progress

At this point, the Chairman, Alderman J Tinsley, left the meeting (6.50 pm). The Vice-Chairman, Councillor H Legge, took the chair and conducted the remainder of business on the agenda.

During consideration of this item of business, Councillor A Swan left the meeting (6.50 pm), as did Councillor Jenny Palmer (6.52 pm), Councillor R McLernon (6.53 pm), Alderman T Morrow (6.56 pm) and Councillor S Skillen (6.56 pm).

Members were reminded that community planning was a statutory function embedded within the Local Government Act (NI) 2014 and legislation listed a number of named partners who must participate in the delivery of community planning along with the Council. The Council's role was to manage and facilitate the process, including monitoring and providing feedback to the Department for Communities (DfC). The first review of the Lisburn & Castlereagh Community Planning Partnership was due on 29 November, 2019.

Members were provided with a copy of a draft Statement of Progress which outlined the Partnership's achievements and challenges to date. Examples of feedback from some of the actions were illustrated through cartoon and video, which acted as a powerful message of impact, and these were shown to

6.2 Community Plan Statement of Progress (Contd)

Members at the meeting. It was proposed by Councillor A Gowan, seconded by Councillor D J Craig and agreed to recommend that the Statement of Progress, due to submitted to DfC in November 2019 be approved.

6.3 Community Christmas Grants 2019

Having declared an interest in this matter, Councillor A Gowan left, and returned to, the meeting whilst this item of business was being considered (6.58 pm).

Alderman T Morrow returned to the meeting and the Community Planning Manager left the meeting (6.58 pm).

Members were provided with, and noted the contents of, a copy of information relating to Christmas Tree Grant Applications for 2019, as well as information on switch-on events.

6.4 Crowdfunder

Members were provided with a copy of a Phase II investment request from Crowdfunder. Having considered information set out in the report of the Head of Cultural and Community Services (Acting) in relation to the Crowdfunding pilot project, which had now completed, it was agreed to recommend that, while content to support the concept of crowdfunding generally, the Council would not offer a continuance of the specific partnership with Crowdfunder and that the annual fee to that organisation be reallocated into other community engagement work.

6.5 Heritage Lottery Fund Development Grant: Hilden Mill School Refurbishment and Reinvigoration Project

Councillor S Skillen returned to the meeting during consideration of this item of business (7.01 pm).

Members were reminded that the Council had taken a decision to seek Heritage Lottery Funding to assist with the refurbishment and re-purpose of the former Hilden Primary School as both a community and tourist venue to facilitate the social, economic and historical role of the school as part of the regeneration of the Hilden area. Following the application to the Heritage Lottery Fund, it was noted that a Development Grant of £44,600.00 had now been awarded to the Council to undertake the Business Plan and Development Appraisal of the project. It was agreed to recommend that, following preparation of the Business Plan and Development Appraisal, the Council would progress to Phase Two of the Heritage Lottery Fund's programme of Hilden Primary School as a refurbished venue for future community and tourism use. Councillor D J Craig commended Officers for their hard work and effort in respect of this matter.

6.6 PEACE Meeting Minutes – 7 March, 2019

It was agreed to recommend that the minutes of the meeting of the Lisburn & Castlereagh Local PEACE IV Partnership held on 7 March, 2019 be approved, it

6.6 PEACE Meeting Minutes – 7 March, 2019 (Contd)

being noted that delegated authority had been granted to the April meeting of the Leisure and Community Development Committee to approve both the tender and grants recommended by the Partnership.

6.7 Draft Minutes of PEACE IV Partnership Meeting on 16 September, 2019

Members were provided with a copy of the draft minutes of the PEACE IV Partnership meeting held on 16 September, 2019. Members' attention was drawn to the following items in the minutes that required approval:

- (a) the appointment of Councillor D J Craig as Chairman and Councillor D Honeyford as Vice-Chairman of the PEACE IV Partnership;
- (b) since June 2019, two projects had withdrawn from the PEACE Programme, leaving an underspend of just over £44,000.00. To offset this underspend, the Peace Manager had liaised with the SEUPB to explore opportunities to use the funding elsewhere. SEUPB had agreed to redirect the funds to a partner-led project (EA led Lisburn Castlereagh Youth Council) and a grant (Crewe United FC). The PEACE Partnership had given retrospective approval to an increase in the funding awarded to the Lisburn Castlereagh Youth Council, led by the EA, by £17,069.00 and to award the Crewe United grant an additional £1,250.00; and
- (c) the current PEACE Programme was due to end in February 2020 and the Peace Manager considered that 2 months would not allow sufficient time to monitor, evaluate and close down the programme. Unused overhead costs were identified and would cover the extra financial cost of the March salaries. The Partnership had approved the extension of operation for one month of the Peace IV Secretariat, with closure due on 31 March, 2019.

It was agreed to recommend that the minutes be approved.

6.8 Revised Schedule of Opening/Closing of Facilities for Christmas and New Year 2019/20

Members having been provided with a revised schedule of opening/closing of facilities within the Cultural and Community Services Unit over the Christmas and New Year holiday period, it was agreed to recommend that this be approved.

6.9 Victory in Europe Celebrations: Community Grant Fund

Members were reminded that a decision had been taken by the Council to provide a resource of £10,000.00 to develop and deliver a small-scale funding programme to support local community/voluntary organisations in celebrating the Royal Wedding in 2018 and that this had resulted in 36 applications requesting a total of £18,000.00.

Given the VE Celebrations due in May 2020, it was agreed to recommend that the Council offer a similar small-scale grants scheme for up to £500 per community/voluntary organisation and that a resource of £15,000.00 be made

6.9 Victory in Europe Celebrations: Community Grant Fund (Contd)

available in the 2020/21 Community Services budget for this purpose. It was anticipated that applications to the scheme would be opened on 7 February, 2020, with a closing date of 6 March, 2020.

7. Report of Head of Sports Services

It was proposed by Councillor N Anderson, seconded by Councillor D J Craig and agreed that the report and recommendations of the Head of Sports Services be adopted, subject to any decisions recorded below.

7.1 Replacement Fitness Suite Equipment – Lagan Valley LeisurePlex

The Head of Sports Services reported that, when the Vitality Gym & Spa at Lagan Valley LeisurePlex had been upgraded in 2014, it had been agreed that gym equipment would be financed by two different methods. The resistance equipment had been purchased outright as it had a longer lifespan and was less exposed to changes in product development and customer expectation. Cardio vascular equipment, including treadmills, bikes and cross trainers, had an accepted lifespan of around 5 years, dependent on usage, with product development running at a faster pace, so it had been purchased on a 5 year lease.

Sports Services staff had reviewed the existing provision, including consultation with customers and equipment suppliers and taking cognisance of the increased demand emanating from the Vitality Household Membership. As a result, the Head of Sports Services proposed replacing all of the existing cardio vascular equipment, including provision of new machines to the facility, plus replacement of two of the existing resistance machines. A review of spatial requirements within the gym, and taking cognisance of the new equipment, also provided the potential to include an additional six pieces of equipment, thus increasing the number of stations available to members.

The overall proposal would result in an increase in costs of £500 per month to reflect the new and additional pieces of equipment, but included full maintenance of the resistance machines, although an additional charge of £5,000 would be incurred per annum to maintain the resistance machines under a service agreement.

It was agreed to recommend that approval be given to the procurement, on a lease/HP basis, of all cardio vascular equipment and two pieces of resistance equipment through the Eastern Shires Procurement Organisation framework, with additional costs being reflected in the 2020/21 estimates, it being noted that this additional expenditure would be more than offset by the Vitality income.

The Head of Sports Services agreed to confirm to the Deputy Mayor, Councillor J McCarthy, if the equipment was being replaced on a 'like for like' basis.

7.2 Requests from Carryduff Colts FC and Carryduff GAC to Make a Presentation to the Leisure and Community Development Committee

The Head of Sports Services reported that an approach had been made over the summer period from both Carryduff Colts FC and Carryduff GAC to make a presentation to the Committee to outline the success of both clubs, the challenge they faced and their future plans. The Chairman, Alderman J Tinsley, having met with both clubs, it was agreed to recommend that each club would be received at the November meeting of the Leisure and Community Development Committee to make a short 10 minute presentation followed by Members' questions.

7.3 Sports Services Customer Service Excellence Assessment Report 2019

Members were reminded that Sports Services had been the first service in Lisburn & Castlereagh City Council to undertake the Customer Service Excellence (CSE) Accreditation, achieving the initial award in June 2018. The CSE review process was undertaken annually, with a further two day review having taken place in June 2019. Members were provided with, and noted the contents of, a copy of the final assessment report highlighting an increase in the number of 'compliance plus' areas from 2 to 7, whilst the majority of partial compliances had also increased to 5. The majority of partial compliances were due to targets that had been increased subsequent to the initial assessment not having been met despite an improvement from year one. The overall review was very positive and demonstrated external independent validation of the service provided to customers and the desire to ensure standards and services were continually improving. The Head of Sports Services pointed out that the service was assessed as a whole and, therefore, represented positive contribution from all facilities and services, and staff at all levels. Work was already underway in preparation for the 2020 assessment.

7.4 Association of Public Service Excellence – Sports & Leisure Facility Management Performance Network and National Service Awards – Sports & Culture

Members were reminded that the Council was a member of the Association of Public Service Excellence (APSE) and took part in its Sports & Leisure Facility Benchmarking process, part of which was a comparative exercise with other similar facilities in NI. Members were provided with, and noted the contents of, a copy of the 2018/19 'Performance at a Glance' reports for Dundonald International Ice Bowl, Lagan Valley LeisurePlex and Lough Moss Leisure Centre presenting, on the whole, a positive picture when compared to other facilities. Particularly pleasing were the indicators in relation to staff and number of customers, but further work was required in reducing energy levels, although the age profile of the buildings was not conducive to energy efficiency. It was noted that the results were not reflective of the Vitality Household Membership as this had not been introduced until March 2019.

Members were further reminded that Sports Services had been a finalist in the Best Service Team category at the recent APSE National Service Awards. Unfortunately, it had not been successful on this occasion but it was hoped that a much more compelling submission could be made in 2020 to reflect the impact of Vitality Household Membership.

8. Any Other Business

8.1 Works Required at Enler Centre
Councillor S Skillen

Councillor S Skillen referred to an incident that had occurred the previous day at the Enler Centre. The Director of Leisure and Community Wellbeing agreed to liaise with the landlord of the centre with a view to having necessary works urgently carried out to address the matter.

8.2 Installation of Memorial Bench at Colby Park
Councillor R Carlin

Councillor R T Beckett left the meeting during consideration of this item of business (7.17 pm).

Councillor R Carlin stated that he had been approached by a number of residents from the Four Winds area seeking permission to install a memorial bench at Colby Park to mark the forthcoming anniversary of the death of a young girl near to the park.

The Director of Leisure and Community Wellbeing suggested the family write to the Council regarding this matter and the request would then be considered in line with the Council's policy on the installation of memorial benches.

8.3 Request for Provision of Safety Barriers
Councillor N Trimble

Councillor N Trimble, on behalf of Councillor Jenny Palmer who had left the meeting earlier, advised that a request had been received from the Lagan Valley Apprentice Boys of Lisburn for the provision of safety barriers for a forthcoming event on 23 November, 2019. As some further information in relation to the organisation of the event was required, it was proposed by Alderman A Grehan, seconded by Councillor N Trimble and agreed to recommend that, to allow a timely decision in advance of the event, the Leisure and Community Development Committee be given delegated authority to make a decision regarding this request at its next meeting.

8.4 MUGA Leases – Sinking Funds
Alderman T Morrow

Alderman T Morrow referred to discussion at the last meeting of the Committee in relation to the above matter and requested if a meeting could be arranged between Officers and the community groups involved. The Director of Leisure and Community Wellbeing advised that this matter was due to be considered by the Corporate Management Team (CMT) before a further report would be brought back to a future meeting of the Committee. Following discussion, it was agreed that, following CMT consider of the matter, the Director would arrange the meeting as suggested by Alderman Morrow and which would involve the Chairman and Vice-Chairman and any Members from the relevant District Electoral Areas who wished to attend.

8.5 Update on LD1, 5, 6 and 7
Alderman A Grehan

Councillor S Skillen left the meeting during consideration of this item of business (7.31 pm).

Alderman A Grehan referred to her request at the last meeting to be provided with an update in relation to LD1 Brokerstown Road and LD5, 6 and 7 Pond Park and Derrriagh Road Article 40 Planning Agreements. The Director advised that during his recent period of annual leave, a meeting of the LD1 Working Group had taken place. As he had not yet been briefed on the outcome of the meeting when the reports for this meeting of the Leisure and Community Development committee had been prepared, he had been unable to provide the paper requested by Alderman Grehan. However, he agreed to (a) endeavour to have a paper prepared for consideration at the next meeting of the Committee; and (b) email a response to Alderman Grehan in relation to LD5, 6 and 7 that could be shared with constituents.

8.6 Cairnshill Playing Fields
Councillor M Guy

The Director of Leisure and Community Development agreed to investigate a request from Councillor M Guy in respect of an issue at Cairnshill Playing Fields.

8.7 Provision of Bursary Grants for Further Education
Councillor D J Craig

In response to a request from Councillor D J Craig, the Director of Leisure and Community Wellbeing agreed to investigate the possibility of the Council providing a small number of bursary grants per year to assist with further education costs for people on lower earnings, thus improving social deprivation in the Council area. In agreeing to investigate this matter, the Director agreed to liaise with colleagues in the Economic Development section.

8.8 Vitality Household Membership App
Deputy Mayor, Councillor J McCarthy

In response to a query by the Deputy Mayor, Councillor J McCarthy, the Head of Sports Services confirmed the Vitality Household Membership App was due to go live the following day.

Conclusion of the Meeting

At the conclusion of the meeting, the Acting Chairman, Councillor H Legge, advised that the next meeting of the Committee was due to be held on 5 November. As that was the night of the fireworks event in Thiepval Barracks, she stated that the commencement time of the meeting may require to be changed.

There being no further business, the meeting was terminated at 7.45 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Environmental Services Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday, 2 October 2019 at 5:30 pm

PRESENT

Alderman J Baird (Chairman)

The Right Worshipful the Mayor, Councillor A Givan

The Deputy Mayor, Councillor J McCarthy

Aldermen M Henderson MBE, T Morrow, SP Porter and J Tinsley

Councillors J Craig, S Eastwood, AP Ewing, , O Gawith, M Gregg, S Lee, C McCready, R McLernon, T Mitchell and S Skillen

OTHER MEMBERS:

IN ATTENDANCE

Chief Executive
Head of Service (Building Control)
Head of Service (Environmental Health)
Head of Service (Parks and Amenities)
Waste Policy and Development Manager
Member Services Officer

Commencement of Meeting

The Chairman, Alderman J Baird, welcomed Members to the October meeting of the Environmental Services Committee.

The Chairman then proceeded to outline the evacuation procedures in the case of an emergency.

1. **Apologies**

Apologies for non-attendance were received on behalf of the Director of Environmental Services and the Head of Service (Waste Management and Operational Services)

(Councillors J Craig, C McCready and T Mitchell arrived at 5.31 pm)

2. Declarations of Interest

The Chairman invited Members to declare any Conflicts of Interest they might have in relation to the business of the meeting and reminded them of the requirement to complete Declaration of Interest forms in this regard, which had been provided at the meeting. There were no Declarations of Interest.

(Councillor M Gregg arrived at 5.32 pm and Councillor R McLernon arrived at 5.33 pm)

3. Report from the Head of Service (Building Control)

3.1 Street Naming – off Lurgan Road, Moira

The Committee was advised that Mayfair Homes (NI) Ltd had proposed the street name for a development of 32 dwellings off Lurgan Road, Moira.

The Committee had been provided with a copy of the development layout.

It was proposed by the Deputy Mayor, Councillor J McCarthy, seconded by Councillor O Gawith, and agreed that the street name, Moira Gate, be allocated to the proposed development of 32 dwellings off Lurgan Road, Moira.

4. Report from the Head of Service (Environmental Health)

4.1 Christmas Off-Street Car Parking Arrangements

It was proposed by Alderman J Tinsley, seconded by Councillor T Mitchell, and agreed to recommend that Council approve free of charge off-street car parking for each Saturday in December as part of the Christmas campaign, subject to this being an integral element of the overall Christmas campaign for 2019 as approved by the Development Committee.

(Alderman M Henderson and Councillor AP Ewing arrived at 5.34 pm)

4.2 Off-Street Car Parking Arrangements – Christmas Switch On

The Committee noted that this year's 'Christmas Switch On' was scheduled for Thursday 21 November 2019 and were advised regarding arrangements for the event.

It was proposed by Alderman J Tinsley, seconded by Councillor O Gawith, and agreed to recommend that Council approve the closure of Smithfield Car Park (or other alternative and suitable site) on Wednesday 20 November 2019 at 6.00pm and all day on Thursday 21 November 2019 to facilitate attractions and entertainment as part of the Christmas lights switch on.

Councillor O Gawith referred to an offer by the owners of Graham Street Car Park in a previous year to support the event by provision of free parking and facilitating a charity collection and officers undertook to investigate this further.

(Alderman SP Porter arrived at 5.36 pm; the Head of Service (Parks and Amenities) left at 5.38 pm)

"In Committee"

It was proposed by Councillor J Craig, seconded by Alderman M Henderson, and agreed that the following matters be considered "in committee", in the absence of members of the press and public.

5. Confidential Business

It was agreed that the report and recommendations of the Director of Environmental Services be adopted, subject to any decisions recorded below.

The Chairman, Alderman J Baird, advised that the matters contained in the confidential report would be dealt with "In Committee" for the following reasons:

Item 5.1: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.2: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.3: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.4: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.5: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.6: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.7: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 5.8: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

5.1 Affordable Warmth Scheme Update

The Committee was provided with copy and it was proposed by Councillor J Craig, seconded by Alderman J Tinsley and agreed to recommend that Council note an update report setting out the context of the Affordable Warmth Scheme and including information in relation to eligibility criteria, etc.

5.2 Cemeteries Management Information System

It was proposed by Alderman M Henderson, seconded by Councillor J Craig, and agreed to recommend that Council approve financial provision to be included in the 2020/2021 Estimates for the procurement of a Management Information System for Cemeteries Administration.

5.3 Cemeteries Review of Grave Opening Fees for Former Lisburn & Castlereagh City Council Residents now residing Outside the Council Boundary due to Caring Requirements

The Committee was provided with copy of the report considered at its meeting on 4 September 2019 and also received additional information relating to the review of burial rates for those residents who had to move into a caring facility outside the Council area but had previously been a Lisburn & Castlereagh City Council resident.

(Councillor T Mitchell left the meeting at 5.55 pm and returned at 5.58 pm)

During discussion on this issue, the Chief Executive indicated that a particular case that had fallen outside the current discounted rate would be reviewed and the family would be advised accordingly.

It was proposed by the Right Worshipful the Mayor, Councillor A Givan, seconded by Councillor M Gregg, and agreed to recommend that Council approve Option 2 as outlined in the officer's report.

5.4 Communications Plan – Introduction of the Preferred Waste Collection Model in Lisburn & Castlereagh City Council 2020

The Committee was provided with copy of a Communications Plan in relation to the introduction of the Preferred Waste Collection Model.

The Waste Policy and Development Manager responded to queries and comments by Members regarding the Communications Plan including information for householders with special needs and provision of progress reports to Committee. It was noted that a Members Workshop on the Kerbside Pilot was being held on 15 October 2019 and further information on planned communications with householders could be included in that workshop.

It was proposed by Alderman T Morrow, seconded by Alderman M Henderson and agreed to recommend that Council note the Communication Plan in relation to the introduction of the Preferred Waste Collection.

5.5 Household Waste Recycling Centres Opening Times

During discussion on this matter, Members raised a number of issues regarding management of the Council's Household Waste Recycling Centres and the Chief Executive advised that these matters would be included in a further report to Committee.

It was proposed by Councillor J Craig, seconded by Councillor C McCreedy, and agreed to recommend that Council approve the review of site opening hours at Household Waste Recycling Centres and give delegated authority to the Committee at its meeting in November to progress and implement these once identified and evaluated.

5.6 Northern Ireland Waste Forum

The Committee was provided with copy of a report by the Northern Ireland Waste Forum on Strategic Waste Management Update.

It was proposed by Councillor T Morrow, seconded by Alderman M Henderson, and agreed to recommend that Council note the contents of the report, endorse the actions of Officers to date and approve the payment of £2,182 towards the SIB commissioned work with further reports being brought back in due course.

5.7 Updated Waste Collection Policies

Members were reminded that the Committee had considered this matter at its meeting in September and had requested further information on a number of issues. A detailed report was provided outlining policies and cost factors relating to the provision of home composters, additional brown bins and additional landfill disposal capacity.

(Alderman J Tinsley left the meeting at 6.49 pm and returned at 6.50 pm)

It was proposed by Alderman SP Porter and seconded by Alderman J Tinsley that it be recommended that Council approve the policies as presented to the Committee in September 2019.

The Deputy Mayor proposed that on request householders should be allowed an additional brown bin free of charge. The Chair ruled that the Deputy Mayor's proposal was a direct negative of the proposal currently before the meeting.

When the original proposal was put to the meeting, 3 Members indicated on a show of hands that they opposed the proposal. The Chair declared the proposal carried by a majority of the Committee.

5.8 Request for Delegated Authority to the Environmental Services Committee November 2019

It was proposed by Councillor AP Ewing, seconded by the Deputy Mayor, Councillor J McCarthy, agreed to recommend that Council grant delegated

5.8 Request for Delegated Authority to the Environmental Services Committee
November 2019 (Contd)

authority to the Environmental Services Committee at its meeting in November 2019 in relation to the consideration and approval of the financial appraisal for the Altona Depot refurbishment.

Resumption of Normal Business

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

6. Any Other Business

There were no items of any other business.

There being no further business, the meeting was terminated at 6.58 pm.

Mayor/Chairman

LISBURN/ & CASTLEREAGH CITY COUNCIL

Minutes of the proceedings of the Development Committee Meeting of Lisburn & Castlereagh City Council held in the Island Civic Centre, Lisburn, BT27 4RL on Wednesday, 2 October 2019 at 7.00 pm

PRESENT: Alderman A G Ewart MBE (Chairman)

The Right Worshipful the Mayor, Councillor A Givan

Aldermen J Baird, W J Dillon MBE, D Drysdale, A Grehan and T Morrow

Councillors N Anderson, R T Beckett, S Carson, D Honeyford, H Legge, U Mackin and T Mitchell

OTHER MEMBER: Councillor C McCready

IN ATTENDANCE: Lisburn & Castlereagh City Council

Director of Service Transformation
Portfolio Manager
Head of Economic Development (Acting)
Member Services Officer

Commencement of Meeting

The Chairman, Alderman A G Ewart, welcomed everyone to the October meeting of the Development Committee and outlined the evacuation procedures in the case of an emergency.

The Chairman also reminded everyone to ensure mobile phones were turned off or on silent mode for the duration of the meeting and stated that should any Member require to leave the meeting to notify the Members Services Officer in order that their departure could be recorded accurately in the minutes.

1. **Apologies**

It was agreed to accept an apology for non-attendance at the meeting on behalf of Councillor J Gallen and the Head of Economic Development.

2. **Declarations of Interest**

The Chairman invited Members to declare any Conflicts of Interest 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 at the meeting.

2 Declarations of Interest (Cont'd)

During the course of the meeting the following declaration of interest was made and a Declaration of Interest form completed accordingly:

The Right Worshipful the Mayor, Councillor A Givan, in relation to item 6.2 Lisburn Commerce Against Crime (LCAC) Update – in view of his membership of the Board of LCAC.

3. Report by the Director of Service Transformation

It was agreed that the report and recommendation of the Director of Service Transformation be agreed subject to any decisions recorded below.

3.1 Nomination to Outside Bodies and Representative Groups

The Director reminded the Committee of the requirement to appoint to the undernoted external outside bodies and representative groups that had been discussed at the Development Committee on 5 June 2019 when it had been clarified that further legal advice was required where there were funding/contractual arrangements in place. These issues had been considered by the Corporate Services Committee and subsequently agreed by Council at its meeting on 24 September 2019.

- Lagan Navigation Trust (LNT) (1 from Development, 1 from Leisure)
- Lagan Valley Regional Park (LVRP) (1 from Development 2 from Leisure)
- Lagan Valley Rural Transport (LVRT) (1 from Development, 1 from Leisure)

The Director referred to the Lough Neagh Partnership (LNP) and the Lisburn Commerce Against Crime (LCAC) nominations and reminded Members that it had been agreed that the existing Councillors holding these directorships be allowed to continue for the forthcoming period until constitutions were amended or the Council Annual Meeting was reached, whichever was the earliest.

It was also noted that in line with the Improvement Plan associated with the LCAC it was also recommended that Members only continue with the existing Board appointments and do not take up any residual Board positions.

The Director also reported that within the Corporate Services report of September 2019 there had been also a recommendation that the Council review the contractual arrangements with its outside bodies through the funding conditions provided, it being noted that this had been progressed for both LCAC and LNT.

The Director further advised that consideration also now had to be given as to how the interests of the Council and the local community were best represented for these bodies where directorship had been rescinded, it being noted that this work would be undertaken over the forthcoming period and the Committee updated accordingly.

3.1.1 Lagan Rural Partnership Local Action Group (LAG)

Alderman J Baird entered the meeting at 7.10 pm.

The Director reminded the Committee that nominations to the LAG had been appointed at the Development Committee in June 2019 and re-affirmed that the eight nominations would remain; namely:

Alderman A G Ewart
 Councillor U Mackin
 Councillor N Anderson
 Alderman W J Dillon
 Alderman J Baird
 Alderman T Morrow
 Councillor G McCleave
 Councillor J Gallen

3.1.2 Belfast Region City Deal Reference Panel

Belfast Region City Deal Members (BRCD) Engagement Forum had been also appointed in June 2019. However subsequently the BRCD Programme Board had requested the Council to form a smaller Elected Member reference panel. This had been discussed at the Party Group Leaders forum and it had been suggested that this smaller reference group was made up from Party Group Leaders or their nominees and the Chairman of Development Committee.

It was proposed by Alderman T Morrow, seconded by Alderman J Baird, and agreed to recommend that:

- a) the Director's report on Nomination to Outside Bodies and Representative Groups be noted
- b) Alderman D Drysdale be nominated to represent the Council on the Lagan Navigation Trust for the duration of the Council term – as proposed by Councillor R T Beckett and seconded by Councillor N Anderson
- c) Councillor U Mackin be nominated to represent the Council on Lagan Valley Regional Park for the duration of the Council term – as proposed by Councillor D Honeyford and seconded by Alderman W J Dillon.
- d) the existing nominations of directorship posts to the Lough Neagh Partnership and Lisburn Commerce Against Crime be allowed to continue for the forthcoming period until constitutions were amended or the date of the Council's Annual Meeting was reached, whichever was the earliest. It was noted that Councillor John Palmer was the Development Committee's nomination to the Lough Neagh Partnership.

3.1 Nomination to Outside Bodies and Representative Groups (Cont'd)

- e) in line with the Improvement Plan associated with Lisburn Commerce Against Crime Members only continue with the existing Board appointments and do not take up any residual Board positions, and
- f) the Belfast Region City Deal engagement forum be replaced by a smaller Elected Member reference group to be made up from Party Group Leaders or their nominees and the Chairman of Development Committee
- g) no appointment from the Development Committee be made to Lagan Valley Rural Transport (LVRT), it being noted that Alderman J Tinsley had been appointed to this body as the Leisure & Community Development Committee nominee.

In response to questions from Alderman A Grehan in connection with her appointment to the Lisburn & Castlereagh Advice Services the Director undertook to report back to Alderman Grehan on the nature of this appointment.

4. Report of the Portfolio Manager

It was agreed that the report and recommendations of the Portfolio Manager be agreed subject to any decisions recorded below.

4.1 NILGA Request to Host Mobile UK Event on Benefits of 5G Broadband Technology Tuesday 12 November 2019

The Portfolio Manager reported that the Council had been asked to host an event being organised by NILGA and Mobile UK that would provide information on the roll out of 5G broadband technology in the UK and the potential benefits for the wider economy. It was noted that the event would provide timely insight into the capabilities of 5G technology as the Council continued to develop its digital strategy and explore the possibilities to roll out the technology within the Council area as a key partner of the Full Fibre NI Consortium and the Belfast Region City Deal.

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

- a) the Council hosts the NILGA/Mobile UK Event at an estimated cost of £935, and
- b) the Chairman and Vice Chairman of the Development Committee, or their nominees represent the Development Committee at the official opening of this event.

It was also agreed on a proposal by Alderman A Grehan and seconded by Councillor N Anderson that any Member of Council wishing to attend this event be approved to do so.

5. Report of the Head of Economic Development

It was agreed that the report and recommendations of the Head of Economic Development be agreed subject to any decisions recorded below.

In the absence of the Head of Economic Development, the Director of Service Transformation and the Regeneration and Infrastructure Manager, who had been appointed as Head of Economic Development (Acting), presented his report.

5.1 Lisburn City Centre Masterplan – Final Draft for Approval

The Head of Economic Development (Acting) reported that following an initial consultation period, supported by a conference held in Lagan Valley Island, an amended Masterplan had been prepared, which incorporated much of the feedback from across the stakeholders who had responded.

The Committee had been furnished with a copy of a summary of the consultation responses has been prepared together with a copy of the updated Masterplan document which had taken account of the feedback received.

It was noted that should the Masterplan be approved, a launch event would take place in November 2019 in partnership with the Department for Communities, as joint funders.

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

- a) the report on the Lisburn City Centre Masterplan, including the update on the Laganbank Road Car Park development brief, as detailed in the report, be noted,
- b) the final draft of the Lisburn City Centre Masterplan be approved and published, and
- c) the proposed launch event be progressed.

5.2 Lisburn Light Festival – programme approval

The Head of Economic Development (Acting) having advised that this year's planned Lisburn Light Festival would take place in Lisburn City Centre from 22 November 2019 – 25 January 2020, reported that a full programme of events to support the festival had been developed, taking on board some of the learning from last year as well as feedback from the public and traders. This programme had been developed within the agreed budget and would accompany a proposed light trail. The light trail was intended to encourage visitor circulation to all main trading locations.

A copy of the programme of events and the proposed light trail had been furnished to the Committee. It was noted that marketing and PR activity was currently being developed as part of the previously agreed Integrated Marketing Campaign to support the promotion of the Festival across the region.

5.2 Lisburn Light Festival – programme approval (Cont'd)

The Head of Economic Development (Acting) responded to questions from the Committee in regard to:

- a) the extent of 'buy in' from the local shops and eateries, it being noted that there would be extended car park opening times to coincide with this year's Light Festival,
- b) the importance of promoting in advance the dates and types of 'sensory' nights during the festival period in order that those families with sensory issues could plan their visits accordingly,
- c) vandalism that had been experienced during last year's Light festival and the need for increased security.

It was proposed by Councillor T Mitchell, seconded by Alderman W J Dillon, and agreed to recommend that the planned light installations, the proposed light trail and programme of events as part of the Lisburn Light Festival, be approved.

5.3 NI Economic Conference 2019, Slieve Donard Hotel, Newcastle, 7 November 2019

The Committee had been furnished with details of the above Conference, it being noted that the estimated cost of a Member's attendance was £198 plus travelling allowance.

It was proposed by Alderman J Baird, seconded by Alderman T Morrow, and agreed to recommend that the Chairman and/or Vice Chairman of the Development Committee, or their nominees, and relevant officer, attend the NI Economic Conference on 7th November 2019 in the Slieve Donard Hotel, Newcastle.

5.4 Pipe Band Championships 2019 Evaluation and Bid for 2020

The Committee had been furnished with a copy of the City of Lisburn Pipe Band Championship 2019 evaluation.

Comments were noted regarding the need to develop the Pipe Band Championships event into a wider community event.

It was proposed by Alderman T Morrow, seconded by Alderman A Grehan, and agreed to recommend that the evaluation report on the 2019 Pipe Band Championships event be noted and that the Council supports a similar initiative for 2020 with a budget of £12,000 to host the event plus a technical and logistics budget of £5,500.

It was noted that the above recommendation was an increase of £1,000 from 2019 due to additional resources required to manage the logistics of the increased number of visitors attending the event.

5.5 Rural Village Renewal Programme - Investment

The Head of Economic Development (Acting) reported that the overall Programme of work being delivered through the Rural Village Renewal theme was in the final stage of delivery with the funding period closing for any new applications in December 2019.

The Committee had been furnished with a copy of a summary of the projects being delivered through the Rural Village Renewal Programme with timelines and funding allocations - the five participating villages being Drumbo, Stoneyford, Dromara, Aghalee and Glenavy.

It was noted that the total capital cost of the programme was £1,075,353 with an overall funding contribution from the Council of £367,892, a funding contribution through the NI Rural Development Programme of £647,961 and a funding contribution of £59,500 from others. This represented an uplift of £33,000 from the original agreed contribution from the Council.

Councillor D Honeyford welcomed the regeneration projects in both Glenavy and Aghalee villages.

The Director and the Head of Economic Development (Acting) responded to questions from Councillor D Honeyford regarding the need for additional community facilities in Stoneyford.

It was proposed by Alderman J Baird, seconded by Councillor T Mitchell, and agreed to recommend that the funding allocations in respect of the Rural Village Renewal Programme, as outlined above, be agreed.

5.6 Purple Turnip Events Programme

The Committee noted that at the end of October each year events were delivered as part of the Purple Turnip Events Programme. These included two main events, one in Lisburn City Centre and one at Ballycanal Manor, Moira. The overall theme of the events was related to autumn and they were delivered in partnership with local schools and Lagan Navigation Trust through The Waterways Community project.

The Committee had been furnished with a copy of an overview of Purple Turnip Events Programme, it being noted that two events were planned, alongside school engagement activities, to take place at the end of October 2019.

It was noted that it was anticipated that across the programme 2,500-3,000 young people would engage in the activities, with the total cost of the two events and supporting activity being £7,000.

It was proposed by Alderman J Baird, seconded by Councillor T Mitchell, and agreed to recommend that the Council supports the Purple Turnip events, delivered in partnership with Lagan Navigation Trust through The Waterways Community project, at a total cost of £7,000.

5.7 World Travel Market, London

The Committee noted that this year's World Travel Market, being the largest travel trade exhibition in Europe, would take place during 4 - 6 November 2019 in ExCel, London.

Whilst Lisburn and Castlereagh City Council would be branded within the Belfast Regional Tourism Partnership (Visit Belfast), an opportunity existed for representatives from the Council to witness first-hand the marketing and promotional activities of other countries and regions across the globe, including National Tourist Boards. The event also represented an opportunity to identify potential collaborative partners and funding sources to support the development of the Council's tourism offering.

It was noted that the estimated cost of a Members' attendance at the World Travel Market event in London was £620 based on two-night duration.

Members noted from the report details in regard to two important industry events that were being organised by Visit Belfast for this year's World Travel Market event, namely;

- Monday 4th November – Meet the Irish, Welcome Reception:
- Tuesday 5th November - The Belfast Welcome

Alderman A Grehan welcomed the Council's representation at the above-mentioned networking events and requested that a report on the Council's attendance at the 2019 World Travel Market could be brought to the Committee.

In response to further comments from the Committee the Director indicated that he had discussed the issue raised with HRP.

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

- a) the Chairman and/or Vice Chairman of the Development Committee, or their nominee, be nominated to represent the Council at the World Travel Market to experience first-hand the marketing and promotional activities of Belfast Regional Tourism Partnership, and
- b) a report on the Council's attendance at the 2019 World Travel Market could be brought to the Committee in due course.

5.8 Christmas Lunch & Toy Appeal – Lisburn Chamber of Commerce, December 2019

It was agreed to recommend on a proposal by The Right Worshipful the Mayor, Councillor A Givan, seconded by Alderman D Drysdale, that the Chairman of the Development Committee host two tables at the Lisburn Chamber of Commerce Annual Christmas Lunch and Toy Appeal Lunch in Lisburn Golf Club on Thursday, 12 December 2019 from 12.30pm to 3.00pm at a total cost of £400.

6. Confidential Report by the Director of Service Transformation

The Chairman, Alderman A G Ewart, advised that the items contained in the Confidential Report, were required to be considered “In Committee” due to the following reasons:

- 6.1 Hillsborough Forest - Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)
- 6.2 Lisburn Commerce Against Crime – Update - Confidential due to:
 - a) information relating to the financial or business affairs of the organisation concerned (including the Council holding that information), and
 - b) information in relation to which a claim to legal professional privilege could be maintained in legal proceedings
- 6.3 Northern Ireland Business Start Programme – Commitment to Collaborative Funding Application for New Programme - Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)
- 6.4 Lisburn Public Realm Scheme: Equality Impact Assessment (Kerb Heights) - Confidential due to information in relation to which a claim to legal professional privilege could be maintained in legal proceedings
- 6.5 Annual Tender Report for - Schedule AT3, Supply, Delivery, Laying of Quarry & c Bituminous Bound Materials and Associated Items - Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)
- 6.6 Shopmobility Lisburn – Request for Funding - Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

It was proposed by Alderman J Baird, seconded by Councillor N Anderson, and agreed that the Confidential Business be considered “In Committee” in the absence of press or members of the public.

“In Committee”

It was agreed that the Confidential report and recommendations of the Director of Service Transformation be adopted subject to any decisions recorded below.

6.1 Hillsborough Forest

At the Outset the Director reminded the Committee that the Council had agreed in September 2019 to award delegated authority to the Development Committee to review and agree the Outline Business Case for the Hillsborough Forest Digital Sculpture Trail.

6.1 Hillsborough Forest (Cont'd)

As previously advised to the Committee, DAERA had extended the deadline for applications to the Rural Tourism Scheme to the end of October.

The Director outlined a number of key issues in connection with the Hillsborough Forest Digital Sculpture Trail.

The Right Worshipful the Mayor, Councillor A Givan, left the meeting at 7.47 pm.

A copy of the Hillsborough Forest Digital Sculpture Trail Outline Business Case had been furnished to the Committee.

In line with delegated authority granted to the Committee, it was agreed that:

- a) the Hillsborough Forest Digital Sculpture Trail Outline Business Case (OBC) at a total cost of £1,130,132 in readiness for an application to be made to the Rural Tourism Scheme (DAERA) before the end of October 2019 be approved, and
- b) a further refinement of the Outline Business Case be worked up and tested within the local community after negotiation with the funders.

6.2 Lisburn Commerce Against Crime: Update

The Committee noted an update in regard to Lisburn Commerce Against Crime.

A copy of a Management Report on LCAC had been furnished to the Committee.

Comments were noted from Councillor S Carson who commended the actions of the CCTV operators in regard to a recent incident.

It was proposed by Alderman A Grehan, seconded by Councillor U Mackin, and agreed to recommend that:

- a) the LCAC Management Report be noted and that the Director's update report be agreed,
- b) a further report showing spend to the end of September be presented to a future Committee meeting, and
- c) LCAC be requested to include an additional column in the management report which would identify the budget for each area of expenditure.

6.3 Northern Ireland Business Start Programme – Commitment to Collaborative Funding Application for New Programme

The Director outlined a number of key issues in regard to the Northern Ireland Business Start Programme's Commitment to Collaboration Funding Application for a New Programme.

The Committee had been furnished with a draft summary outcomes and financials for a New Business Start Programme.

It was proposed by Alderman T Morrow, seconded by Alderman D Drysdale, and agreed to recommend that:

- a) the proposed outcomes and associated financials for the New Programme be agreed, accepting that these were subject to change with Council agreement and included in a new Letter of Offer from Invest NI and a new or extended collaboration agreement with other Councils, and
- b) Lisburn & Castlereagh City Council continue as Lead Council if the New Programme application was successful for the period 01 April 2021 to 31 March 2023 and subject to SOLACE agreement.

6.4 Lisburn Public Realm Scheme: Equality Impact Assessment (Kerb Heights)

The Committee noted an update in regard to the final Equality Impact Assessment (EQIA) document.

It was proposed by Councillor N Anderson, seconded by Councillor R T Beckett, and agreed to recommend that:

- a) the final EQIA document be released to the consultees and be published on the Council's Website,
- b) Council Officers continue to engage with the various interest groups, facilitated by IMTAC, in order to determine a reasonable response to the EQIA so as Members can give consideration to any proposed amendments to the works, and
- c) all Members of Council be notified of the Committee's decision and in particular the publication of the EQIA document on the Council's website.

6.5 Annual Tender Report for - Schedule AT3, Supply, Delivery, Laying of Quarry & Bituminous Bound Materials and Associated Items

The Committee had been furnished with a copy of the annual tender report for supply, delivery, laying of quarry and bituminous bound materials and associated works.

It was proposed by Alderman J Baird, seconded by Councillor U Mackin, and agreed to recommend that the tender award for the call off contract in the rank order for the Supply,

6.5 Annual Tender Report for - Schedule AT3, Supply, Delivery, Laying of Quarry & Bituminous Bound Materials and Associated Items (Cont'd)

Delivery, Laying of Quarry and Bituminous Bound Materials and Associated Works as outlined in the tender report circulated, be approved, it being noted that the most economically advantageous combination would be used as appropriate.

6.6 Shopmobility Lisburn – Request for Funding

The Director outlined the background to and a number of key issues in regard to the request for financial assistance from Shopmobility Lisburn.

It was proposed by Alderman W J Dillon, seconded by Councillor U Mackin, and agreed to recommend that the sum of £2,000 being a one-off charitable donation towards Shopmobility be approved.

It was proposed by Councillor T Mitchell, seconded by Councillor H Legge, and agreed to come 'out of Committee' and normal business was resumed.

Resumption of Normal Business

7. Any Other Business

7.1 Promotion of Tourism Attractions Councillor N Anderson and Councillor H Legge

Councillor N Anderson emphasized the importance of the Council promoting effectively the various tourism attractions in the Castlereagh area of the Council. Councillor Anderson in particular enquired about any 'link up' by the Council with Trip Advisor. The Director having referred to the inclusion of a number of these attractions under the heading 'Thrill Seekers' in the Council's Tourism Strategy document, undertook to report back on the issue raised in relation to Trip Advisor.

The Head of Economic Development (Acting) also referred to the promotion of tourism attractions within the Council area as part of the 'You're Welcome' tourism campaign and also the new Hallowe'en promotional literature which highlighted activities for families in the Castlereagh area. It was noted that the Council's social media platforms were also promoting the various attractions relevant to the Hallowe'en and Christmas holiday periods.

Comments were noted from Councillor H Legge in relation to the importance of promoting the Council's tourism attractions beyond the Council area such as in libraries. Councillor Legge advised that any material sent to Libraries NI would be printed off and circulated to libraries accordingly.

The Head of Economic Development (Acting) undertook to liaise with the Tourism Manager regarding the issues raised.

7.2 Historic Royal Palaces (HRP)
Alderman D Drysdale

Alderman D Drysdale conveyed the concerns of a group wishing to book a tour of Hillsborough Castle who had to make the booking through the London HRP office rather than directly with Hillsborough Castle. Alderman Drysdale advised that the staff in the London office had limited knowledge of the Hillsborough Castle site, in particular distance of the new car park to the Castle.

The Director undertook to discuss the issues raised with the Head of Hillsborough Castle and report back to the Committee in due course.

There being no further business the meeting terminated at 8.05 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Corporate Services Committee held in the Chestnut Suite, Island Civic Centre, The Island, Lisburn on Wednesday 9th October 2019 at 6.00pm.

PRESENT: Councillor R Carlin (Chairman)
Alderman S P Porter (Vice-Chairman)
The Right Worship, the Mayor, Councillor A Givan
Aldermen A G Ewart MBE and S Martin
Councillors S Carson, A P Ewing, J Gallen, M Guy, D Honeyford, J Lavery BEM, U Mackin, John Palmer, A Swan and N Trimble

OTHER MEMBERS: Alderman A Grehan

IN ATTENDANCE: Chief Executive
Head of Human Resources & Organisational Development
Head of Finance (Acting)
PSCP/Member Services Manager
Administration Manager
Member Services Officer

Commencement of Meeting

The Chairman, Councillor R Carlin, extended a welcome to all present to the meeting. He then proceeded to outline the evacuation procedures in the case of an emergency.

The Chairman asked that any Member entering or leaving the meeting alert him accordingly so that the Member Services Officer might accurately reflect arrival and departure times in the minutes.

1. **Apologies**

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillor S Hughes.

2. **Declarations of Interest**

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 at the meeting. There were no declarations of interest made.

Councillor M Guy entered the meeting at 6.03pm.

3. Presentation from NI Committee of Irish Congress of Trade Unions

The Chairman, Councillor R Carlin, welcomed Mr Owen Reidy, Assistant General Secretary of the Irish Congress of Trade Unions, to the meeting and advised the Committee that Mr Reidy was attending the meeting to discuss the “Better Work Better Lives” campaign.

Mr Reidy provided Members with booklets entitled ‘The Trade Union Campaign for Better Work, Better Lives – Policy Options for a Fair Share for all’ and provided the Councillors with more information via an oral presentation. During this presentation, Members were provided with the following information relating to the Trade Union campaign:

- The “Better Work, Better Lives” campaign focuses on three themes:
 - a) Tackle low pay and insecure work and promote better decent work;
 - b) Seek a reversal to the cuts to the block grant and demand improved investment in our public services; and
 - c) Demand an immediate end to the 1% public sector pay cap
- The Northern Ireland Committee of the Irish Congress of Trade Unions consists of over 30 trade unions and have strong working relationships with a range of employers across NI.
- Listed a range of policy areas for consideration including Investment in Childcare and Gender Equality in the Workplace.
- That a forum for social dialogue should be established by devolved institutions (or by the UK and RoI governments) to allow ideas and potential policies to be developed by those people with the relevant and ‘on the ground’ experience.

During the question and answer session after this presentation, Members thanked Mr Reidy for his presentation and for the clear, concise booklet that he provided on this matter. Following a number of questions from the Members, the Chairman Councillor R Carlin, thanked Mr Reidy for his informative presentation and for attending the meeting. It was proposed by Alderman A G Ewart, seconded by Councillor A Swann and agreed to recommend that the Council note this presentation.

At the conclusion of this item Mr Reidy left the meeting at 6.40pm.

4. Report of Chief Executive

It was agreed to recommend that the report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below and other items noted.

Tabled Item

4.1 National Association of Councillors

Members were advised that Alderman M Henderson has been nominated to take the post of either the Vice-President or Vice-Chairman of the National Association of Councillors (NAC).

It was proposed by the Vice-Chairman Alderman S P Porter, seconded by Councillor Hon. N Trimble and agreed to recommend that a letter of support be issued by the Council to the NAC in support of Alderman M Henderson. It was further agreed that more detail regarding the frequency and level of expenses that would be associated with this position would be brought back to the Committee for consideration.

During the discussion of this item the Right Worshipful, the Mayor Councillor A Givan left the meeting at 6.44pm.

5. Report from Business and Democratic Services

In the absence of a Head of Service, the report from Business and Democratic Services was presented by the PCSP/Member Services Manager.

It was agreed to recommend that the report and recommendations from Business and Democratic Services be adopted, subject to any decisions recorded below and other items noted.

5.1 Presentation from Irish Congress of Trade Unions
(Agenda Item 4.1 Refers)

Members noted that this was dealt with earlier in the meeting under Item 3.

5.2 Establishment of Support Hub
(Agenda Item 4.2 Refers)

With the aid of a PowerPoint Presentation, the PCSP/Member Services Manager updated the Committee regarding the recently established Support Hub within the Council area, as outlined in the Council's Community Plan. Members were advised that the Support Hub was an officer led forum which meets on a monthly basis, chaired by the PCSP Manger and brings together a range of statutory bodies to facilitate early, better quality information sharing and decision making to work together to improve a person's situation.

Members were advised that the inaugural meeting of the Lisburn and Castlereagh Support Hub took place on 7th October 2019 during which 24 individual cases were reviewed, allowing for better, more meaningful cross agency cooperation and support. The PCSP Manager advised that the cases can only be reviewed after consent has been received by the individual and that confidentiality between all stakeholders involved was paramount.

The Council will receive funding of £3,600 from the Department of Justice for three years to assist with the administration of the Support Hub.

Following this presentation, Members welcomed the establishment of a Support Hub within the Council area. Councillors asked a number of questions, especially in relation to confidentiality issues and the monitoring process, which were answered by the PCSP Manager.

It was proposed by Councillor A Swan, seconded by Councillor A P Ewing and agreed to note the content the establishment of the Support Hub for the Lisburn and Castlereagh City Council area and the achievement of a key objective in the Community Plan.

During discussion of this item, Councillor John Palmer left the meeting at 6.58pm.

5.3 Consolidated Guidance on Councillors' Allowances – Updated September 2019
(Agenda Item 4.3 Refers)

Members were furnished with updated guidance which accompanied the recent updated Local Government (Payment to Councillors) Regulations (Northern Ireland) 2019 which came into operation on 1st October 2019.

Members were asked to consider this guidance and in particular the changes that relate to the following issues:

- Schedules 1 and 2 of the 2012 Regulations have been incorporated into the guidance;
- The amount claimed for subsistence should be inclusive of VAT;
- The amount claimed for subsistence should not include any alcohol; and
- Each Council's Scheme of Allowance must state that where a Councillor is suspended from carrying out the duties of a Councillor, in accordance with Section 59 (5) of the Local Government Act (NI) 2014, the part of basic allowance, special responsibility allowance, or Chairperson/Vice Chairperson allowance payable to the Councillor in respect of the period for which the Councillor is suspended, must be withheld.

It was proposed by the Vice-Chairman Alderman S P Porter, seconded by Councillor Hon. N Trimble and agreed to recommend that the Local Government Circular on Councillors' Allowances be agreed and that where applicable, the Scheme of Allowance be updated to reflect the changes accordingly.

Tabled Item

5.4 Northern Ireland Veterans' Association

Members received correspondence from the Northern Ireland Veterans' Association (NIVA) inviting Councillors to attend a reception to celebrate the

5.4 Northern Ireland Veterans' Association (cont)

successful 50th anniversary commemoration of Operation Banner that took place in Lisburn on 17th August 2019. It was proposed by Councillor Hon. N Trimble, seconded by the Vice-Chairman, Alderman S P Porter and agreed that this invitation should be issued to all Councillors and that those wishing to attend advise Member Services. It was further agreed that any expenses associated be with this event be approved.

6. Report of Head of Human Resources and Organisational Development

It was agreed to recommend that the report and recommendations of the Head of Human Resource & Organisation Development (HR&OD) be adopted, subject to any decisions recorded below and other items noted.

6.1 People Strategy 2019-2020
(Agenda Item 5.1 Refers)

Members were furnished with the draft People Strategy for the Council 2019-2022. The Head of Human Resources and Organisational Development advised the Committee that the strategy was devised with the Council's Vision, Strategy and Values in mind whilst ensuring that the Council's workforce would be well positioned to meet the challenges ahead. In developing this strategy the HR & OD Unit carried out analysis of the existing workforce and the following documents:

- Corporate Plan
- Community Plan
- Investment Plan
- Performance Improvement Plan
- Corporate Risk Register
- Investors in People feedback report
- External Government and Professional body reports such as NI Audit Office Report, LGA 'Outside the Box' report on the Council workforce of tomorrow and CIPD Workforce Trends reports.

The HR & OD Unit also consulted with CMT, Heads of Service and Trade Unions and asked that Elected Members provide her with feedback, if any, regarding this strategy before further consultation with focus groups continues.

Following a number of questions which were answered by the Head of HR & OD, it was proposed by Councillor A Swan, seconded by Councillor A P Ewing and agreed to recommend that the draft People Strategy be agreed, allowing for further consultation to take place.

7. Confidential Report of Chief Executive

The Chairman advised that the reasons for confidentiality were as set out in the agenda, i.e.

7.1 Extension to Cleaning and Security Contracts

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

7.2 Decision Notice from Information Commissioner's Office

(Confidential for reason of Information relating to any individual.)

7.3 Average Holiday Pay

(Confidential for reason of Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a Government Department and employees of, or office holders under, the Council.)

7.4 2019 Review of Business Rates – Draft response

(Confidential for reason of 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 Swan, seconded by Councillor A P Ewing, and agreed that the Confidential Report of the Chief Executive be considered "in Committee", in the absence of members of the press and public.

It was agreed that the Confidential Report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below and other items noted.

7.1 Extension to Cleaning and Security Contracts
(Agenda Item 6.1 Refers)

It was proposed by Alderman A G Ewart, seconded by Councillor J Lavery and agreed to recommend that the current Cleaning and Security Contracts be extended to 30th November 2020 in line with the original procurement exercise.

7.2 Decision Notice from Information Commissioner's Office
(Agenda Item 6.2 Refers)

It was proposed by Alderman A G Ewart, seconded by Councillor Hon. N Trimble and agreed to recommend that the Council note the content of the recent Information Commissioner's Office Decision Notice and it was further agreed to recommend that the Council accept the recommendations outlined in the report.

7.3 Average Holiday Pay
(Agenda Item 6.3 Refers)

It was proposed by Alderman A G Ewart, seconded by Councillor J Lavery and agreed to recommend that the proposal for the payment of average holiday pay going forward and any back pay (Holiday Pay Adjustment) which may be payable be progressed for consultation with Trade Unions prior to being implemented.

7.4 2019 Review of Business Rates – Draft Response
(Agenda Item 6.4 Refers)

Members considered the draft response to the 2019 Review of Business Rates and it was proposed by Councillor S Carson, seconded by Alderman S Martin and agreed to recommend that the draft response, subject to Members' comments, be approved and issued before the end of the consultation process.

Tabled Item

7.4 Freedom of the City Events

Members were presented with information regarding the costs associated with the upcoming Freedom of City Events. Following a discussion, it was proposed by Councillor M Guy and seconded by Alderman S Martin that officers re-examine how the costs associated with these events could be further reduced.

The Chairman, Councillor R Carlin, referred to the proposal made and, at the request of Councillor M Guy, a recorded vote was taken. The proposal fell with the voting being 5 in favour of, 7 against and no abstentions recorded, as set out below:

In favour: Alderman S Martin and Councillors R Carlin, J Gallen, M Guy, D Honeyford

Against: Alderman S P Porter and Councillors S Carson, A P Ewing, J Lavery, U Mackin, A Swan and N Trimble

Abstain: None

Following this vote, it was proposed by the Vice-Chairman, Alderman S P Porter and seconded by Councillor Hon. N Trimble that the cost saving initiatives, as outlined within the report, be approved in relation to organising the future Freedom of City Events. After a show of hands this proposal was carried, with the voting being 7 in favour of, 5 against and no abstentions recorded, and it was agreed that this proposal would be recommended to Council.

During the discussion of this item and before the voting took place, Alderman A G Ewart left the meeting at 7.52pm.

Resumption of Normal Business

It was proposed by Councillor A P Ewing, seconded Alderman S Martin, and agreed to come “out of Committee” and normal business was resumed.

8. Any Other Business

8.1 Name Plates for Officers
Vice-Chairman, Alderman S P Porter

The Vice-Chairman, Alderman S P Porter requested that name plates be provided to officers presenting across all Committees and the Council meeting and it was agreed that this would progressed by officers.

There being no further business, the meeting concluded at 8.06pm.

MAYOR/CHAIRMAN

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Planning Committee held in the Council Chamber, Lisburn & Castlereagh City Council Offices, Island Civic Centre, The Island, Lisburn on Monday 2 September 2019 at 10.00 a.m.

PRESENT:

Councillor JD Craig (Chairman)

Councillor O Gawith (Vice-Chairman)

Aldermen D Drysdale, A Grehan and W.J. Dillon

Councillors M Gregg, U Mackin, J McCarthy, C McCready and John Palmer and A Swan

OTHER MEMBERS:

IN ATTENDANCE:

Director of Service Transformation
Head of Planning and Capital Development
Principal Planning Officer (RH)
Principal Planning Officer (LJ)
Senior Planning Officers (MB)
Member Services Officer
Attendance Clerk

Legal Advisor:

B Martyn - Cleaver Fulton & Rankin

Department for Infrastructure Roads
Mr B Finlay
Mr S Cash

Commencement of Meeting

The Chairman, Councillor JD Craig, welcomed everyone to the meeting. In particular he welcomed Alderman WJ Dillon who was returning to the Committee following a spell of illness.

Introductions were made by the Chairman and some housekeeping and evacuation announcements were made by the Director of Service Transformation who also highlighted to those in the public gallery that information on the procedures of the Committee was available at the rear of the Council Chamber.

1. **Apologies**

There were no apologies.

2. Declarations of Interest

The Chairman sought Declarations of Interest from Members and reminded them to complete the supporting forms which had been left at each desk.

During the course of the meeting, the following Declarations of Interest were received:

- The Chairman, Councillor J Craig, declared an interest in Item 5.1(1), LAO/2018/1094/F, on the basis that he had spoken to the applicant during the site meeting
- The Vice-Chairman, Councillor O Gawith declared an interest in Item 5.1(6), LAO5/2017/1125/F, on the basis that he had called the item in
- The Vice-Chairman, Councillor O Gawith, declared an interest in Item 5.1(2), LAO5/2018/0932/0, on the basis that the applicant was a long-standing friend
- Councillor U Mackin declared an interest in Item 5.1(4) on the basis that he had previously attended a meeting at which an earlier application on this site was discussed
- Alderman A Grehan declared an interest in Item 5.1(2), LAO5/2018/0932/O, on the basis that she worked for the applicant
- Alderman D Drysdale declared an interest in Item 5.1(1), LAO5/2018/1094/F, on the basis that he had been unable to attend the site meeting and did not feel that he was prepared to vote on the application
- Councillor U Mackin referred to Item 5.1(1), LAO5/2018/1094/F, and indicated that he had been unable to attend the site meeting but considered that he had enough information to enable him to take part in the discussion and vote
- The Deputy Mayor, Councillor J McCarthy, referred to Item 5.1(1), LAO5/2018/1094/F, and indicated that he had been unable to attend the site meeting but considered that he had enough information to enable him to take part in the discussion and vote
- The Deputy Mayor, Councillor J McCarthy, declared an interest in Item 5.1(5), LAO5/2018/1015/F, on the basis that he was employed by one of the speakers
- The Deputy Mayor, Councillor J McCarthy, referred to Item 5.1(6), LAO5/2017/1125/F, and stated that he lived close to the proposed site but had not met the residents and had not taken a view on the proposal.

3. Minutes of the meeting of the Committee held on Monday 5 August 2019 and minutes of the reconvened meeting held on Monday 12 August 2019.

It was proposed by Alderman D Drysdale, seconded by Councillor A Swan, and agreed that the Minutes of the Committee Meeting held on Monday 5 August 2019 and the reconvened Committee Meeting held on Monday 12 August 2019 as circulated be confirmed and signed.

4. Report of the Director of Service Transformation

4.1 Special Meeting re Local Development Plan – Preparation, Publication and Consultation Arrangements

The Committee was provided with an update on the completion of the Lisburn and Castlereagh Local Development Plan and the timetable for ratification by Council followed by publication and the consultation process.

In response to a query by Councillor U Mackin, regarding the dates for the informal consultation period, the Director of Service Transformation undertook to provide clarification on this. Councillor M Gregg expressed the view that it would be preferable to amend the consultation deadline so that it did not occur between Christmas and the New Year.

Members were advised that the Principal Planning Officer (LJ) would be available later in the meeting to provide further details on the Local Development Plan.

It was proposed by Councillor U Mackin, seconded by the Deputy Mayor, Councillor J McCarthy, and agreed to note that copies of the Strategy documents would be available to all Members on Sharepoint for consideration and comment from 4 September 2019 prior to a Special Development Committee meeting being held on 9 September 2019 to consider the detail of the Strategy Plan and to which all Council Members were invited to attend.

5. Report of the Head of Planning and Capital Development

5.1 Schedule of Applications:

The Chairman reminded Members that they needed to be present for the entire determination of an application. If absent for any part of the discussion they would render themselves unable to vote on the application.

The Legal Adviser highlighted paragraphs 46 - 48 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.

The Chairman advised that there were a number of speakers in attendance making representation on some of the applications and therefore the Schedule of Applications would be taken out of order to enable these applications to be taken first.

The Chairman also advised that representatives of the Department for Infrastructure, Roads Service, were present at the meeting to assist with consideration of applications that had road safety or traffic management issues.

(The Vice-Chairman, Councillor O Gawith, left the meeting at 10.19 am)

- (6) LA05/2017/1125/F – 32 two storey dwellings comprising 12 semi-detached and 20 detached on lands adjacent to 42 & 44 Earlsfort, Moira and 45 Lurgan Road, Moira

The Principal Planning Officer (RH) presented this application as outlined in the circulated report.

The Committee received Mr Martin Gault who wished to speak in opposition to the application, highlighting the following:

- There were 206 objections lodged by local residents ranging from teenagers to people in their 80s.
- The current cul-de-sac comprised 11 houses and the defining characteristic was its tranquillity.
- You can hear birdsong; there were children and parent play ball games outside in the evenings and you can see bats flying over the gardens.
- People purchased houses in this location because of its tranquillity
- 32 houses being built in the field at the end of the cul-de-sac will shatter that tranquillity
- PPS7 calls for planners to safeguard the character of established residential areas
- Planners stated that the development would not impact on traffic progression but many of the householders in the cul-de-sac have 2 to 3 cars and park on the street
- Access to the development will inconvenience traffic flow
- Moira is notorious for traffic problems and he could not see how 32 new houses with vehicles would be acceptable
- Edwin Poots MLA, the former Minister for the Environment, had expressed concern about the significant expansion plans for Moira village and considered that any further development should only be allowed if a by-pass was built
- The upsurge in traffic and removal of the cul-de-sac would mean that children would not be able to play safely outside
- He queried why the application did not meet the threshold for an environmental impact assessment as there was native hedging and evidence of a bat colony.
- Planners stated that there was no overlooking or loss of light but this was incorrect as back bedrooms in the new development would look over gardens and sunrooms of houses in the cul-de-sac
- Residents had arranged for air quality in Moira to be tested by Friends of the Earth who found it to be 32% above the annual mean legal limit and on a par with air quality in inner London
- Planning strategy statement said that good planning should improve the health and well-being of local communities; it should protect the natural environment and should promote development which removed the need for private motorised transport; the objectors considered the proposal would do the opposite.
- The objectors' concerns included traffic levels in the village; the tranquil character of the cul-de-sac; children's safety due to increased traffic; and air quality.

This was followed by a question and answer session which focussed on the following issues:

- Alderman J Dillon pointed out that the Local Area Plan of 2001, which identified residential zoning and capacity, meant the Council had little wriggle room in this regard. Mr Gault commented that that plan was 18 years old and

the new area plan could not come soon enough as objectors were trying to save their cul-de-sac and to ensure the safety of children in the community

- In response to a query by Alderman D Drysdale regarding sound planning reasons for refusing the application, Mr Gault referred to the 2015 Strategic Planning Statement and PPS7 QD1 and stated that the cul-de-sac was a quiet residential development that would be affected in every respect by this proposal.

The Committee received Sir Jeffrey Donaldson MP who wished to speak in opposition to the application highlighting the following:

- As the local MP he had a keen interest in planning issues and, while not a serial objector, he was concerned about the impact of further development on the traffic issues within Moira village
- He accepted that, as Alderman Dillon had indicated, the Council must consider any application within the overall planning context but the local area plan was 18 years old and a lot had changed in that time and there had been a substantial increase in traffic congestion
- Previously the traffic problem was mainly the back up of traffic from Lisburn to Moira but there was now a major problem in the morning with traffic flow in the other direction
- Planners had stated that the proposal would not impact adversely on the area but the piecemeal approach was part of the problem and it was necessary to look at the bigger picture
- Putting in 32 new houses might not seem in itself to be a major problem but, calculating 2 vehicles per household, that was in excess of 60 vehicles being added to the problem
- Planners said the additional traffic would go through the Earlsfort development but that traffic would have to join the major traffic routes and would add to the congestion
- He did not believe that enough work and research had been carried out by DfI Roads to recommend approval for the development
- There were issues regarding the density of the development and its character
- There was an issue regarding road safety, this was a cul-de-sac and people had bought their homes within what had been a cul-de-sac but would now become a through road and an access road.
- There were a lot of young children living there
- Traffic parked on either side of the road narrowed the width of the carriage way and contributed to road safety issues.

There then followed a question and answer session during which the following issues arose:

- In response to a query by the Chairman, Councillor J Craig, regarding a possible by-pass for Moira, Sir Jeffrey stated that, while over the years there had been discussions, public meetings and representations to the Department on this issue, there were no current plans for a by-pass. The Council was now the statutory planning authority for the area and should consider any steps it could take in advance of an area plan being approved to limit further development in Moira. He stated that he got more complaints about traffic issues in Moira than in all other areas combined.

- Alderman D Drysdale referred to conditions requested by DfI Roads and included by planners relating to access arrangements and road safety and enquired what planning reasons were available to the Council to overturn the planning recommendation. Sir Jeffrey stated that the planners had concluded that there was no immediate impact on traffic congestion but had failed to take into account that additional traffic generated by the development would join traffic through the village and impacted upon the quality of life not only of residents in Earlsfort but also of residents in Moira. He referred to PPS7 as a relevant planning policy and stated that the quality of life of residents in Earlsfort had been compromised as what was a cul-de-sac has been changed into a through road and an area of open space at the end of the cul-de-sac has been removed to facilitate access.
- In response to a query by Alderman WJ Dillon as to how the Council could place pressure on DfI Roads with regard to providing a by-pass, Sir Jeffrey stated that a Moira by-pass was not a priority for the Department but that a combined effort from the MP, MLAs and the Council should continue in order to push this forward.
- In response to a query by Councillor John Palmer regarding developments outside the Council area in Waringstown, Dollingstown and Donaghcloney contributing to traffic issues in Moira, Sir Jeffrey acknowledged that the support of neighbouring Councils was required to tackle the traffic issues in Moira.
- In response to a query by the Deputy Mayor, Councillor J McCarthy, regarding the quality of housing design and density, Sir Jeffrey clarified that his issues were with the density and layout of the development and the decision to locate open space to the rear of the development and further away from Earlsfort.

The Committee received Mr David Donaldson who wished to speak in support of the application highlighting the following:

- He heard the concerns of the objectors
- Planning legislation required the Council to formulate policy for the orderly development of land; development must be in accordance with the area plan.
- This development was within the settlement of Moira on land zoned for residential development in the draft BMAP and there had been no objections at the time to that zoning.
- With regard to traffic concerns, Earlsfort had been designed to take up to 200 houses and the total in place following this development would not be much more than half of this.
- He referred to a planning appeal for an application in Hillsborough where the PAC had given weight to the area plan requirements and stated that the principle of development could not be reopened. PAC had considered that the answer to traffic issues lay in a shift to public transport rather than creation of new roads.
- To refuse this application you needed to identify environmental or other risks that outweighed the statutory planning provisions.
- Privacy and overlooking issues within the development were in line with Creating Place guidelines.
- The development was consistent with the statutory planning strategy and there were no justifiable reasons to reject the application.

There then followed a question and answer session in which the following issues were raised:

- In response to queries by Councillor Mackin, Mr Donaldson stated that the applicant had not been asked to carry out a transport assessment as this was not required for a development of less than 50 units. He stated that, when zoning land for residential use, the area plan would consider the wider impact of such zoning. While there may be a number of separate developments of under 50 units, this should not be considered a piecemeal approach as they were all within land zoned for housing in the area plan.

There then followed a question and answer session with the Planning Officers when the following issues arose:

- The Head of Planning and Capital Development advised that the open space within the new development had been relocated in order to achieve a better quality of open space provision
- DfI Roads representative confirmed that officers had been out on site and had taken road measurements and carried out other tests. They advised that they did not have information to hand regarding traffic volumes within Moira village. They stated that the traffic assessment had been limited to Earlsfort and had not included the wider village area
- The Head of Planning and Capital Development advised that the Council was not aware that DfI Roads had carried out any studies on the cumulative impact of traffic going through Moira village.
- The Head of Planning and Capital Development confirmed most of the area zoned for housing under BMAP had now been developed. He outlined the context in which the planning system operated and referred to the issue of comprehensiveness whereby the cumulative impact of separate housing developments could be reviewed when it occurred with an area of more than 50 hectares and comprising up to 300 units. He confirmed that this did not arise in this case in Moira and the proposal did not fall individually or cumulatively within the category.
- The Principal Planning Officer confirmed that the Council's Environment Health officers undertook regular monitoring of air quality in Moira and advised that results were compliant with air quality mean standards
- The Head of Planning and Capital Development and the Legal Adviser responded to Members' queries on the practicality of the Council requesting that either the developer or DfI Roads carry out a wider transport survey to take account of traffic issues in Moira including traffic coming from outside the Council area and the fact that the train station was at full parking capacity. It was noted that there was no requirement for either party to carry out a more extensive survey for a development of less than 50 units.

In Committee

At this stage it was proposed by Councillor M Gregg, seconded by the Deputy Mayor, Councillor J McCarthy, and agreed to go into committee to receive legal advice in the absence of the press and the public.

Legal advice was received.

Resumption of Normal Business

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

Adjournment of Meeting

The Chairman, Councillor JD Craig, declared the meeting adjourned at 12.06 pm

Resumption of Meeting

The Chairman, Councillor JD Craig, declared the meeting resumed at 12.17 pm

In the debate which followed, Members commented as follows:

- Alderman D Drysdale stated that, while the traffic impact on Moira was tremendous and there was more housing development to come, the Council had no flexibility to overturn the planning recommendation since the land had been zoned for housing within the area plan.
- Councillor M Gregg stated that unfortunately in this instance he did not see how the Council could overturn the recommendation because it had to adhere to the 2001 area plan. He would like to seek a traffic assessment for the wider Moira area but given that there was no legal requirement for the developer to provide this, such a request would send the Committee round in circles and serve little purpose. He did not see how the Committee could go against the planning recommendation
- The Deputy Mayor, Councillor J McCarthy agreed with the two previous speakers and stated that it was unfortunate that, when planning powers came to Councils, it was to allow local knowledge to be brought to bear but that, within the planning context and in this instance, it was not possible to go against the planners' recommendation
- Alderman WJ Dillon agreed with previous comments but stated that he knew so many residents in the Earlsfort development and did not feel that he could vote on the application and he would therefore abstain.
- Councillor A Swan agreed with previous comments and indicated that he would vote in favour of the recommendation
- Councillor U Mackin stated that he could not disagree with the previous comments. However he referred to the piecemeal development in the general area, the cumulative impact on traffic levels. He stated that the zoning decisions taken 18 years ago assumed that there would be adequate road infrastructure to accommodate the development and this had not proved to be the case. He referred to PPS7 and in particular safeguarding the residential amenity. He believed that the proposal to change the cul-de-sac with an access road would create a risk to residents and he indicated that he would be taking a precautionary approach and would be voting against the planning recommendation.

The Committee, having considered the information provided within the Report of the Principal Planning Officer and by those making representations, agreed by a

majority of 5:2 with 3 abstentions to approve the application as outlined in the Officer's report and subject to the conditions stated therein

(Alderman A Grehan and the representatives of DfI Roads left the meeting at 12.26 pm)

(2) LA05/2018/0932/O – Dwelling and garage to rear of 12a Whinney Hill, Lisburn

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

The Committee received Mr Trevor Lunn MLA who wished to speak in support of the application highlighting the following:

- Mr Lunn clarified that he was not here as an MLA but was in fact the applicant
- He indicated that he had expected objectors to be present and had been prepared to respond to any objections
- In the absence of any objections, he had no further comments to make

In response to a query by the Deputy Mayor, Councillor J McCarthy, Mr Lunn clarified the position of his property and of neighbouring properties.

There then followed questions to the Planning Officer. In response to a query by Councillor M Gregg, the Senior Planning Officer advised that precedents established by PAC indicated that buildings forming a continuous and built up frontage must be permanent buildings and could include ancillary buildings such as garages or stables.

In the discussion which followed, Alderman David Drysdale and Councillor A Swan expressed disappointment that, after having the application called in, no objectors had attended to speak on the issue. The Chairman, Councillor JD Craig, stated that there was no doubt in his mind that this was a gap site but queried why another application in the area had not been considered to be a gap site. The Senior Planning Officer provided information in respect of that application.

The Committee, having considered the information provided within the Report of the Principal Planning Officer and by those making representations, agreed by a majority of 8:1 with 0 abstentions to approve the application as outlined in the Officer's report and subject to the conditions stated therein

(The Chairman, Councillor JD Craig, and Alderman D Drysdale left the meeting and Alderman A Grehan and Councillor O Gawith returned to the meeting at 12.41 pm)

In the absence of the Chairman, the Vice-Chairman, Councillor O Gawith, was in the Chair.

(1) LA05/2018/1094/F – Erection of two-storey dwelling with attached double garage on a farm at lands 100 metres east of 88 Steps Road, Donaghcloney

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

The Committee received Mr Paul McAlister who wished to speak in support of the application highlighting the following

- The applicant was a farmer's son and would inherit the farm which was a progressive farm that had expanded over the years.
- Under planning policy, the applicant was entitled to a dwelling on the farm and it was the location of that dwelling which was the issue
- The farm was located at a crossroads.
- He outlined various building sites around the farm but indicated that there was an issue with flooding at one location and it was considered appropriate to leave space for future farm expansion.
- He accepted that the gap between the farm and the dwelling created issues regarding the creation of a possible infill site and visual linkage.
- He indicated that the applicant would have no wish to place another dwelling in the gap.
- He stated that the gap measured a distance of 45 metres which was close to the farm but removed the dwelling from farm smells.
- The applicant has submitted a preliminary sketch for a shed that would be needed for storage of meal and hay. Once that building was completed, the gap between the dwelling and the farm cluster would be narrowed.
- With regard to ribbon development, the site was on the side of the road along with one other farm.
- With regard to natural boundaries, he stated that the site had a natural boundary to one side and a hedge on another side.

There then followed a question and answer session. In response to a query by Alderman WJ Dillon, Mr McAlister stated that the applicant had not carried out any preliminary discussions with the planners.

The Committee received Alderman James Tinsley who wished to speak in support of the application highlighting the following:

- Alderman Tinsley had visited the site recently driving in and around the farm
- This was one of the biggest farms in the area with 300 milking cows, 350 young stock as well as poultry.
- The applicant had expanded the farm in the past; the farm sat on the crossroads and he had looked at the best possible site for the dwelling. Rising land to the back of the farm meant it was not appropriate for a dwelling and space was being left for farm expansion.
- The applicant was someone who was trying to build and develop his business
- The site selected might not be the perfect site for a dwelling but as was the best site available.

There were no questions for Alderman Tinsley.

There then followed a question and answer session for the planning officers. In response to Members' questions, the Head of Planning and Capital Development provided clarification on the following issues:

- There was no planning challenge to the principle of development; the issue was solely around the siting of the dwelling
- No alternative site had been proposed by the applicant and the Planning Officers could only assess the application submitted and could not assess the suitability of alternative sites.
- There was already one dwelling on the farm and, under the planning legislation, the applicant had an entitlement to the second dwelling.

During the discussion which followed, Members commented as follows:

- Alderman WJ Dillon stated that it was unfortunate that the applicant had not carried out preliminary discussions with the planners regarding the suitability of the site.
- In response to a query as to whether the application could be deferred to allow other sites to be considered, the Head of Planning and Capital Development advised that any further negotiations would have to be in the context of the application as submitted.
- Councillor U Mackin stated that there was an entitlement for a dwelling and was advised that, if the application was refused, there was nothing to stop the applicant submitting another planning application for an alternative site.

The Committee, having considered the information provided within the Report of the Principal Planning Officer and by those making representations, agreed by a majority of 8:1 with 0 abstentions to refuse the application as outlined in the Officer's report.

Adjournment of Meeting

The Vice-Chairman, Councillor O Gawith, declared the meeting adjourned at 1.11 pm

(The Chairman, Councillor JD Craig, returned to the meeting at 1.45 pm; Alderman D Drysdale did not return to the meeting at 1.45 pm)

Resumption of Meeting

The Chairman, Councillor JD Craig, declared the meeting resumed at 1.45 pm

- (3) LA05/2018/1133/F - Application under Section 54 of the Planning Act (Northern Ireland) 2011 to remove Condition 3 attached to Appeal 2015/A0175 (S/2015/0073) requiring the dwelling to be sited within the area hatched black on approved map on lands adjacent to 28 Lany Road, Lisburn

The Committee was advised that this item had been removed from the Planning Application Schedule to allow further information to be submitted.

(Councillor U Mackin left the meeting at 1.46 pm)

(4) LA05/2019/0083/O - Proposed infill dwelling and garage on lands adjacent to 31a Drennan Road, Boardmills, Lisburn

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

The Committee received Mr John Kirkpatrick who wished to speak in support of the application highlighting the following:

- The reasons for refusal fell within CTY8 and the planners considered that the applicant did not have a bookend to the development
- This site fulfilled the requirements of a gap site that would accommodate 2 dwellings
- The planners had classified the garden to the front of 31a Drennan Road as being in agricultural use
- 31a was set back from the road and the garden went down to the road
- There has been no DEFRA claims for Basic Payment Scheme in respect of the front garden which would indicate it was not being use for agricultural purposes
- Due to the ill health of the property owners, the garden at the front of 31a was now put to lawn
- Any ribboning effect was mitigated by the cluster of farm buildings which was a prominent feature along the road with the proposed dwelling being well integrated
- The applicant was involved in potato growing; the farm business had been registered since 2016
- The application was one where there was a genuine need to live at the location because of farming activity
- It was important for the future of the farm that the applicant had a dwelling on the holding

There then followed a question and answer session during which Mr Kirkpatrick clarified the following issues:

- The distance from one boundary to the other was approximately 75 metres
- The size of the farm holding was 21 acres
- The land holdings of the applicant and his brother were clarified
- The reason for fencing off a portion of the garden at 31a Drennan Road was to define the area they wanted to maintain; the path around the garden has been retained and there had been no DEFRA payments claimed or received
- As well as the proposed dwelling, there was an agricultural building on the applicant's site

There then followed a question and answer session during which the Head of Planning and Capital Development clarified the following issues:

- The separation distance of 75 metres between 30 and 31a Drennan Road was not considered to be a relevant planning issue as it was held that 31a did not form part of the frontage

- The fence on the land to the front of 31a could be seen in a Google image from 2008 and planners considered that the area had never formed part of the garden
- Reference was made to a PAC decision in relation to a planning application in Sycamore Road Dundrod which held that fencing had created a paddock which was not part of a garden.

The Committee, having considered the information provided within the Report of the Principal Planning Officer and by those making representations, agreed by a majority of 9:0 with 0 abstentions to refuse the application as outlined in the Officer's report.

(Alderman D Drysdale and Councillor U Mackin returned to the meeting and the Deputy Mayor, Councillor J McCarthy, left at 2.08 pm)

(5) LA05/2018/1015/F – New build two-storey domestic dwelling and separate garage with accommodation over on a paddock site 50m northwest of 20 Leckey Road, Upper Ballinderry, Lisburn

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

The Committee received Mr Colin McAuley who wished to speak in opposition to the application highlighting the following:

- Residents living in property adjoining the site endorsed the planning recommendation to refuse the application
- The site did not constitute a suitable infill site and did not lie within an existing cluster
- CTY8 stated that a gap site must be within a substantial and built up frontage of 3 or more buildings; 2 dwellings shared a frontage to the lane way; the third dwelling did not share a frontage to the lane
- The lane terminated at No 20 Leckey Road
- The proposal would have an adverse impact on the rural character
- The proposal was not a suitable site for development within an existing cluster as the cluster had to be associated with a focal point; it was not located at a crossroads and there were no social or community buildings

There were no questions for Mr McAuley.

The Committee received Mr Pat McCatney MLA who wished to speak in opposition to the application highlighting the following:

- Mr McCatney said he was familiar with the area; there was a house to the right hand side, then a paddock and then another house at 20 Leckey Road and 22a did not form part of that frontage
- The application did not comply with CTY8
- The application would create ribbon development and would create suburban build up.
- He believed that the planners had made the correct decision and it was a clear cut decision in many ways

There were no questions for Mr Catney.

The Committee received Mr Eddie Kerr who wished to speak in support of the application. In response to a query by Councillor M Gregg regarding a display board presented by Mr Kerr, the Head of Planning and Capital Development advised this information was submitted by the applicant in advance the meeting in accordance with protocol for the operation of the Planning Committee. This had been circulated to the members. Mr Kerr then highlighted the following issues:

- The application was for a single dwelling on an infill site located on a private lane
- There was a clear gap in existing developments along the private lane
- In terms of scale and mass, the proposed house was the same size as existing properties and the frontage was also similar
- There was a very strong visual linkage with the houses off the lane
- The private lane had a road frontage and 3 dwellings had a frontage onto it.
- CTY21 did not require all buildings to front onto the road; in the countryside it was accepted that dwellings could be orientated at different angles.
- He referred to a previous and similar application on a private lane that had received approval and created a precedent

There then followed a question and answer session during which Mr Kerr advised as follows:

- In response to a query by Alderman D Drysdale, Mr Kerr stated that the curve of the road made it less obvious that there was frontage to the lane. The proposal was in keeping with the character of the area and sat in behind No 6 Leckey Road.
- The Chairman, Councillor JD Craig, stated that, rather than 3 properties being adjacent to the land, one of these properties led up to the lane rather than being adjacent to it; Mr Kerr responded that the site was filling in a space and was not adding to ribbon development; It was also screened from the road by mature planting.

The Committee received Alderman James Tinsley who wished to speak in support of the application highlighting the following

- There were 3 substantial dwellings off the Leckey Road.
- When you looked at the built-up frontage, you had a dwelling to the front and another two up the lane; not all dwellings had to face the road
- If the road was levelled out you would see the gap site; the curve made it less visible
- The proposed dwelling was in keeping with the size of other properties and with the character of the area.
- A precedent had been set when a similar application a few miles away had received approval.

There were no questions for Alderman Tinsley.

The Planning Officers then responded to Members' questions clarifying the following issues:

- Councillor U Mackin referred to a PAC decision 3 years ago that had held that orientation of a building was not critical when considering the formation of a built up frontage. The Senior Planning Officer confirmed that staggered buildings could still be considered so long as they had a long frontage.
- In response to a query by the Chairman, Councillor JD Craig, the Head of Planning and Capital development clarified that the difference between this and a previous application and the main issue is to interpret where the lane ends and the driveway starts and whether the property has a frontage to the road. In this case the dwelling at 22 Leckey Road had access to the lane but did not have frontage on it and No 6 Leckey Road had a hedge defining its boundary and there was then a green verge between the boundary and the lane.

During the debate which ensued, Members commented as follows:

- Councillor M Gregg stated that he had thought at first that the site was a gap site but, after considering previous PAC decisions, he had to accept that the site was not compliant
- The Chairman stated that there was an infill site on the basis that there were 3 dwellings with frontage onto the lane
- Councillor A Swan stated that he also lived on a lane with a farm at the end. He did not consider that No 6 Leckey Road was part of the lane.

The Committee, having considered the information provided within the Report of the Senior Planning Officer and by those making representations, agreed by a majority of 7:2 with 1 abstention to refuse the application as outlined in the Officer's report.

Adjournment of meeting

The Chairman, Councillor JD Craig, declared the meeting adjourned at 2.54 pm

Resumption of meeting

The Chairman, Councillor JD Craig, declared the meeting resumed at 3.19 pm

(The Deputy Mayor, Councillor J McCarthy returned to the meeting at 3.19 pm)

- (7) LA05/2017/1271/F – Change of use of existing vernacular barn to dwelling plus an extension at Crawfordstown Farm, Knockcairn Road, Dundrod and approx. 279 metres northwest of 72 Knockcairn Road, Dundrod

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

The Committee received Mrs R Leader and Mr S Carson who wished to speak in support of the application highlighting the following:

- Mr Carson referred to the historic, community and architectural features of the building which made it a locally important building
- The application related to a building that was to be made fit for purpose.
- The building was about 400 years old and probably built on the foundations of a much earlier dwelling
- It was located in the Crawfordstown area on land that had been allocated to the Crawford family and had been built with stone and clay
- He outlined the clachan settlement system.
- There was evidence of the barn being an early plantation house with gable chimney, smooth cobbled floor. It was one of two dwellings fronting a street and its use as a barn came at a later stage.

There then followed a question and answer session in which Mr Carson responded to Members' queries as follows:

- The building was exceptional in that most of these types of buildings had been knocked down
- The approximate size of the building was 17ft by 25ft
- With regard to restoration of the barn's features, Mr Carson indicated that he felt that the cobble stones should be lifted and restored
- He clarified that the adjoining building was a house that had received planning approval for a replacement dwelling and that there had been no requirement to demolish it.

There then followed questions to the planners. In response to a query by Councillor U Mackin as to what consideration had been given to the historic nature of the building, the Head of Planning and Capital Development clarified that 50% of the building had been a dwelling house that had been replaced. As a result it would not be eligible for conversion back into residential use. He also stated that if the building's features were so exceptional then it would be a listed building..

During the discussions that followed, the following comments were made:

- Councillor U Mackin stated that the application was for a building that did not entirely include the replacement dwelling and there was an opportunity to conserve and restore the building. The Head of Planning and Capital Development stated that planning policy did not allow for the retention and restoration of a building that had been replaced and there would have to be a different application seeking approval for restoration of the barn area only.
- Councillor A Swan stated that he did not see how features such as the cobbles could be incorporated into a restored dwelling
- Alderman D Drysdale stated that, while he appreciated the history of the whole building, not enough information had been provided to enable the Committee to overturn the recommendation on planning grounds.

Councillor John Palmer then proposed and it was seconded by Councillor U Mackin that the application be deferred for a site meeting. On a vote being taken, 2:8 with 1 abstention, the proposal was declared not carried.

The Committee, having considered the information provided within the Report of the Principal Planning Officer and by those making representations, agreed by a

majority of 9:2 with 0 abstention to refuse the application as outlined in the Officer's report.

(Alderman WJ Dillon left the meeting at 3.52 pm)

(8) LA05/2017/0571/F – Dwelling for non- agricultural business under Policy CTY7 in the garden of 111 Moneyreagh Road, Moneyreagh, Newtownards

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

The Committee received Mr Ewart Davis who wished to speak in support of the application highlighting the following:

- The applicant's father had opened the business in 1995 at the rear of his dwelling and was involved in supplying cars and vans, spares and parts.
- All of the business was located at 111 Moneyreagh Road and the business operated from 6.30am to 11.00 pm and had contracts with 20 companies for the supply of vehicles, spares and parts.
- The business manager had to be on hand to receive deliveries, verify orders and ensure the smooth operation of the business
- Due to the failing health of his father, the applicant has had to take over as the company's Operational Director
- The company had expanded from a trading area of 491 to 1195 sq. metres and the workforce had increased by 6 people.
- The applicant lived 6 miles away from the business
- The proposed dwelling would enable the applicant to replicate his father's business system whereby clients were assured that the Operational Director was ever present to deal with their needs.
- In addition it would enable the applicant to be available to support his father with his daily health needs
- The dwelling would be well integrated into the site as Moneyreagh Road was screened by tall evergreen trees and access to the dwelling would be via the existing business access.

There then followed a question and answer session during which Mr Davis responded as follows:

- It would not be possible to redirect deliveries to the applicant's current home as he lived on a housing estate
- Mr Davis showed the Committee photographic evidence of planting along Moneyreagh Road that would provide screening for the new dwelling

There then followed questions to the planning officers and the Senior Planning Officer confirmed that the proposed dwelling would be a second fronting onto the road and would contribute to ribbon development.

During the discussions that followed Members made the following comments

- Councillor Swan commented that this proposal was very similar to one that had recently been before the Committee. He considered that the scheduling

of deliveries could be arranged during the business's normal opening hours and he indicated that he would be supporting the recommendation to refuse.

- Councillor M Gregg stated that, while he empathised with the applicant's situation, he did not see how planning policy would allow the Committee to overturn the recommendation.

The Committee, having considered the information provided within the Report of the Senior Planning Officer and by those making representations, agreed by a majority of 9:1 with 0 abstentions to refuse the application as outlined in the Officer's report.

5.2 Submission of Pre-Application Notices (PAN)

- 5.2.1 LA05/2019/0799/PAN - Junction improvement works associated with implementation of planning permission for Mealough Road housing zoning (total 350 dwellings) relating to planning permissions Y/2008/0224/F (117 dwellings), Y/2009/0114/F (126 dwellings) and Y/2007/0455/F (107 dwellings) at Lands at junction of Knockbracken Road, Brackenwood Drive, Saintfield Road and Old Saintfield Road, Carryduff

The Committee was provided with copy of the report, proposal form and site location plan and it was proposed by the Deputy Mayor, Councillor J McCarthy, seconded by Councillor M Gregg, and agreed to note the information provided in relation to the above Pre-Application Notice.

- 5.2.2 LA05/2019/0803/PAN - Proposed construction of new 3G pitch, spectator stand, carpark modifications, floodlighting, fencing, paths, children's playground & all other associated works at Hydebank Playing Fields, 191 Newtownbreda Road, Belfast

The Committee was provided with copy of the report, proposal form and site location plan and it was proposed by Alderman D Drysdale, seconded by Councillor M Gregg, and agreed to note the information provided in relation to the above Pre-Application Notice.

5.3 Appeal Decision in respect of Planning Application LA05/2017/1277/F

It was proposed by Councillor A Swan, seconded by the Deputy Mayor, Councillor J McCarthy and agreed that the Committee note the information provided in respect of the above Appeal Decision.

5.4 Statutory Performance Indicators August 2019

The Committee was provided with copy and it was proposed by Alderman A Grehan, seconded by Councillor M Gregg, and agreed to note a draft monthly performance indicator from the Department of Infrastructure.

6 Deferred Briefing - Special Meeting re Local Development Plan – Preparation, Publication and Consultation Arrangements

The Committee noted that consideration of a briefing by the Principal Planning Officer (LJ) on the Local Development Plan had been deferred at Item 4.1 above and could be considered at this stage in the meeting.

The Principal Development Officer (LJ) advised that a visual presentation on the Local Development Plan would be provided at the Special Meeting of the Development Committee on 9 September 2019.

She indicated that there would be two parts to the Plan: Planning Strategy and Operational Policies. She outlined the key aspects of both sections with strategic objectives to achieve sustainable economic growth, protect and enhance the historic and natural environment and to support investment in the infrastructure. She advised that there had been an intensive process to review planning statements and, while there had been amendments, Members would still be familiar with planning policies.

The Principal Planning Officer (LJ) outlined the time table for the Plan. Following ratification by the Council on 24 September 2019, the Plan would be launched on 11 October 2019. There would be a 12 week consultation period which included a 4 week informal consultation period from 18 October to 8 November 2019 followed by an 8 week statutory consultation period from 8 November 2019 to 3 January 2020. She indicated that, unlike some other Councils, the Council would accept representations throughout the 12 week consultation period rather than just during the statutory consultation stage.

The Director of Service Transformation advised that the Council should have regard to neighbouring Councils' Development Plans, one of which would be considered at the forthcoming Development Committee meeting on 4 September 2019. He suggested that Members might wish to attend that meeting.

(The Principal Planning Officer (LJ) left the meeting at 4.34 pm)

7. Confidential Report of the Director of Service Transformation

The Chairman advised that the next item would be discussed 'in Committee' for the following reason:

It related to information which was likely to reveal the identity of an individual and relates to information in relation to which a claim to legal professional privilege could be maintained in legal proceedings

'In Committee'

It was proposed by Councillor M Gregg, seconded by Councillor John Palmer, and agreed that the items in the Confidential Report be considered 'In Committee', in the absence of press and public being present.

7.1 Planning Enforcement – Cases with Court Proceedings – September 2019

Having been provided with information on Enforcement Cases with Court Proceedings in September 2019 it was proposed by Alderman D Drysdale, seconded by Councillor M Gregg, and agreed that the information provided within the Report should be noted.

7.2 Legal Advice

At the request of Alderman D Drysdale, the Legal Advisor provided a verbal update on a number of legal matters..

Resumption of Normal Business

It was proposed by A Grehan, seconded by Councillor A Swan, and agreed to come out of committee and normal business was resumed.

8. Any Other Business

8.1 Forthcoming RTPI Conferences – Head of Planning and Capital Development

The Head of Planning and Capital Development updated the Committee on the following forthcoming RTPI conferences: Delivering Living Places, Europa Hotel, 17 September 2019; and Young Planners' Conference, the Mac, 2 October 2019. The Director of Services Transformation advised that a report on these conferences was being taken to the Development Committee meeting on 4 September 2019.

8.2 Appeal re Lady Wallace Drive Application – The Chairman, Councillor JD Craig

The Chairman, Councillor JD Craig, advised Members that the decision by the previous Planning Committee to overturn a planning recommendation relating to a development at Lady Wallace Drive had been upheld at appeal.

8.3 Called In Applications – Alderman D Drysdale and Alderman A Grehan

Alderman D Drysdale referred to instances where objectors to an application failed to attend Committee meetings and speak on the issue despite having sought a call in. He felt that this could be considered as an attempt to obstruct the planning process.

The Director of Service Transformation indicated that this issue could be considered as part of a review of the planning protocol. He advised that the development of the e-portal would facilitate a review and he suggested that a working group of the current Chairman and Vice-Chairman with the previous year's Chairman could be set up to commence this work and to consider appropriate amendments to the protocol.

In response to a query by Alderman A Grehan, the Chairman, Councillor J Craig, explained the process for the call in procedure and indicated that Members could be notified of the reason for the call in in advance of the meeting.

8.4 Comparative Statistics for PAC Cases – Councillor John Palmer

In response to a query by Councillor John Palmer, the Head of Planning and Capital Development advised that comparative figures for cases forwarded to PAC by all Councils were not currently available.

8.5 Use of Ipads for Viewing Planning Applications – Councillor M Gregg

In response to a query by Councillor M Gregg, the Head of Planning and Capital Development advised that this issue had been raised with the Council's IT section but as yet no response had been received. He indicated that he would expedite the matter and bring a report to the next Committee meeting.

There being no further business, the meeting concluded at 5.01 pm.

CHAIRMAN / MAYOR

Notice of motion

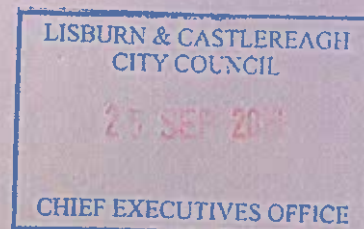
"This council recognises that plastic waste is one of the greatest environmental concerns facing the world today. Noting the significant impact of disposable plastic items on the world's oceans, waterways, marine life, human health and the impact of litter on our council area we will:

- Develop a strategy to make Lisburn and Castlereagh City Council a 'single-use plastic free' council by the end of 2020.
- Work with staff and event organisers to eliminate single-use plastics across all business and events held on council facilities and land.
- Require all our suppliers to minimise the use of single-use plastics in their service provision and find sustainable alternatives (where appropriate)."

Proposer: Simon Lee (Cllr Simon P. Lee).

Seconder: [Signature] (Cllr Johnny McCarthy).

Date: 24/09/19



Notice of Motion: Parenting

"During this, the 20th year of Parenting Week (Monday 21st to Friday 25th Oct), this council recognises the vital importance of parents to society.

Further, it notes with concern that 82% of parents indicated in the most recent "Big Parenting Survey", that they felt that parents do not get enough support.

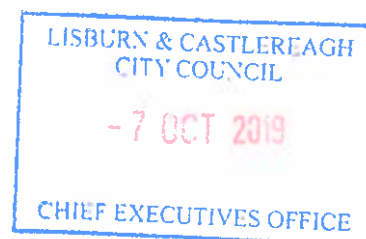
In order to bring attention to and attempt to redress this situation, the council formally supports Parenting NI's "Parenting in the Picture" campaign. This council pledges to work towards implementing the promises and commitments contained in this campaign.

To do this, the council commits to providing a list of existing initiatives it delivers to support parents, with a view to working with the voluntary and community sector, as well as other partners, to explore if such initiatives may be improved, as well as seek to bring forward new programmes to support our parents."

Proposer:  (Cllr Michelle Guy)

Seconder:  (Cllr Scott Carson)

Date: 7/10/19



②

Council regrets the recent amendment of the Northern Ireland (Executive Formation) Bill in Westminster to include the imposition of abortion to Northern Ireland.

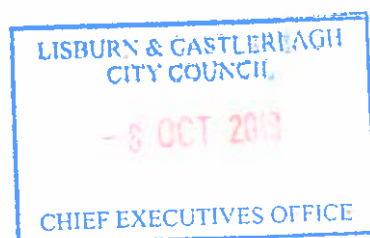
Council deplores the misuse of parliamentary procedure to undermine devolution in Northern Ireland, and to frustrate the will of 64% of citizens who wish to see abortion legislated for in their local Assembly. Council notes that Northern Ireland's pre-existing abortion laws have saved an estimated 100,000 lives since 1967. By way of contrast, the 1967 Abortion Act has resulted in the deaths of almost nine million unborn children in England and Wales, including 205,295 in the last year alone.

Council asserts that the act of abortion violates the unborn's right to life, and to develop, as expressed by Article 6 of the United Nations Convention on the Rights of the Child.

Council calls upon Her Majesty's Government to respect the Devolution Settlement, and the wishes of the people of Northern Ireland, by repealing clause nine of the Northern Ireland (Executive Formation) Act."

Proposed: Cllr Nathan Anderson

Signed 



③



Notice of motion

"This council will support the introduction of soft opt-out organ donation legislation here in the North which will follow the example led by the introduction of the same legislation in Wales (2015), Scotland and England (2020) and the calls from the Minister of Health in the south of Ireland, Simon Harris TD, for the same to be introduced there."

Proposer: Gary McCleave (Cllr Gary McCleave)

Seconder: _____

LISBURN & CASTLEREAGH
CITY COUNCIL
11 OCT 2019
CHIEF EXECUTIVES OFFICE

(4)



Notice of motion

"In advance of the Brexit Deadline on October 31st and in an effort to highlight the dangers posed to citizens rights, the all island economy and the agricultural sector among others, we call on Lisburn Castlereagh Council to light up Council buildings in Yellow and Black in support of 'Border Communities Against Brexit' and their long-standing campaign."

Proposer: Cllr. Ryan Carlin (Cllr Ryan Carlin)

Seconder: _____

LISBURN & CASTLEREAGH
CITY COUNCIL
11 OCT 2019
CHIEF EXECUTIVES OFFICE

5