



26th May, 2022

Chairperson: Alderman A Grehan

Vice Chairperson: Councillor H Legge

Aldermen: D Drysdale and A G Ewart MBE

Councillors: S Caron, F Cole, J Gallen, A Givan, M Guy, U Mackin,
G McCleave, C McCready, R McLernon, S Mulholland, Jenny Palmer and
A Swan

Ex Officio: The Right Worshipful the Mayor, Alderman S Martin

Deputy Mayor, Councillor T Mitchell

Notice of Meeting

A meeting of the Development Committee will take place on **Wednesday, 1st June 2022 at 7:15 pm** in the Council Chamber and remote locations for the transaction of business on the undernoted Agenda.

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

A hot buffet will be available in Lighters Restaurant from 5.15 pm for those Members who have confirmed in advance.

DAVID BURNS
Chief Executive
Lisburn & Castlereagh City Council

Agenda

1.0 Apologies

2.0 Declarations of Interest

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

3.0 Report of the Director of Service Transformation

3.1 Service Transformation - Budgets/Performance/Risk

- ▢ *1. Dev Performance Report Q4 KPI's 2021 22.pdf* *Page 1*

- ▢ *Appendix 1(a) Management Accounts Quarter 4 Draft Transformation Jan-Feb....pdf* *Page 6*

- ▢ *Appendix 1(b) Service Transformation Service KPIs 2021 22.pdf* *Page 8*

- ▢ *Appendix 1(c) Service Transformation Service KPIs 2022 23.pdf* *Page 13*

- ▢ *Appendix 1(d) Service Transformation Risk Dashboard.pdf* *Page 15*

4.0 Report of the Head of Planning and Capital Development

4.1 Feedback on Guidance for Councils on Building Preservation Notices/Schemes of Delegation

- ▢ *2. Feedback on Guidance for Councils on building preservation noti...pdf* *Page 16*

- ▢ *Appendix 2 - HED - building-preservation-notices.pdf* *Page 20*

5.0 Report of Head of Economic Development

5.1 Regional Tourism Partnership – Visit Belfast Annual Service Level Agreement

- ▢ *3. Regional Tourism Partnership - Visit Belfast.pdf* *Page 41*

- ▢ *Appendix 3 - VB RTP Evaluation 21_22 LCCC.PDF* *Page 45*

5.2 Business Development Collaboration Programme 2022-2023

- ▢ *4. Bus Develop Collaborative May22.pdf* *Page 77*

	APPENDIX 4 Dev. Comm - Bus Develop. Collaborative June22.pdf	Page 81
5.3	Enterprise Lisburn Castlereagh Programme 2022-23	
	5. Enterprise Lisburn Castlereagh. June22.pdf	Page 84
	APPENDIX 5 - Enterprise Lisburn Castlereagh-June22.pdf	Page 88
5.4	Investment Programme 2022-2023	
	6. Inward Investment Prog. June22.pdf	Page 91
	APPENDIX 6 - Inward Investment Comm Item - June2022.pdf	Page 95
5.5	International Trade Programme 2022-2023	
	7. International Trade Prog. May22.pdf	Page 97
	APPENDIX 7 - International Trade - June22 (002).pdf	Page 101
5.6	Foshan, China Trade Programme & Friendship City Agreement - Update	
	8. Update China Trade Friendship Agree. - June2022.pdf	Page 103
	APPENDIX 8 Foshan Virtual Trade Mission Evaluation Report Apr22.pdf	Page 108
5.7	Current Regeneration and City Centre priority areas – High Street Task Force; Proposed Study Visit	
	9. Regeneration High St Task Force.pdf	Page 130
5.8	Covid Recovery Small Settlements Regeneration Programme - Update	
	10. Small Settlements Update report June 2022.pdf	Page 135
	Appendix 10(a) Heritage Shop Front Scheme - Expression of Interest 20 05...pdf	Page 140
	Appendix 10(b) Heritage Shop Front Scheme - Application 20 05 22.pdf	Page 152
	Appendix 10(c) Refined Projects for committee June 2022.pdf	Page 160
	Appendix 10(d) Project updates for Dev Committee June 2022.pdf	Page 163
	Appendix 10(e) CityMap.pdf	Page 166
	Appendix 10(f) Small Settlements Regeneration Programme - Rural Impact A...pdf	Page 167

5.9 Covid-19 Recovery Revitalisation Scheme - Update

- 📄 *11. Noting - Covid Revitalisation Programme update report June 2022.pdf* *Page 176*

- 📄 *Appendix 11(a) Project Summary update June 2022.pdf* *Page 179*

- 📄 *Appendix 11(b) Screening docs. Covid-19 Recovery Revitalisation Scheme -...pdf* *Page 182*

- 📄 *Appendix 11(c) Covid-19 Recovery Revitalisation Scheme - Rural Needs Imp...pdf* *Page 197*

6.0 Confidential Report of Director of Service Transformation

6.1 Belfast Region City Deal (BRCD) Update

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

- 📄 *1Confid - Belfast Region City Deal (BRCD) Update - Confidential June 2022...pdf* *Not included*

6.2 Full Fibre Network NI (FFNI) Update

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

- 📄 *2Confid Full Fibre NI (FFNI) Update.pdf* *Included*

6.3 Tender Report for Blaris Car Park and Update

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

- 📄 *3Confid Blaris Road Car Park Tender Report and Update_Redacted.pdf* *Page 206*

6.4 Annual Tender Report for award of Play Park Repairs and Supply of Electrical Goods Call-Off Contracts

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

 *4Confid Tender Report Play Area Repairs and Supply of Electrical Goods_Redacted.pdf*

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7.0 Any Other Business



Development Committee

1 June 2022

Report from:

Director of Service Transformation

Item for Decision

TITLE: Service Transformation - Budgets/Performance/Risk

Background and Key Issues:

Background

1. This paper deals with the following areas:

- Trading Accounts covering the period 1st January 2022 to 28th February 2022
- Q4 2021/22 KPI's
- 2021/22 Service Transformation KPI's – Year end position
- 2022/23 Service Transformation KPI's
- Directorate Risk Dashboard

Key Issues

1. **Service Transformation Trading Accounts – Periods 10 and 11**

Attached at **Appendix 1(a)** are the following trading summaries covering periods 10 and 11 figures. Period 12 figures are not available at this time due to the ongoing financial year-end work. The draft accounts will be presented to the Governance and Audit Committee on 23rd June 2022.

2. Q4 2021/22 Service Transformation KPI's

The Council operates a broad range of KPI's including statutory targets, for example, percentage of household waste collected that is sent for recycling (set externally and reported internally via Council Committees), performance improvement targets (set by Council and reported through Governance & Audit Committee) and operational metrics/service KPIs (set by Council and reported internally via Council Committees).

The operational metrics/service KPIs are internal targets to track and monitor aspects of service performance across the Council.

Appendix 1(b) provides an outline of performance for Q4 (January – March 22) for the operational metrics/service KPIs

3. 2021/22 Service Transformation KPI's – Year end position

At the end of 2021/22 the Service Transformation Directorate had achieved most of their service KPIs, 12 of the 15 KPIs were on target. The remaining 3 were either below target or could not be reported on at the year end, notes are provided in appendix 1b to explain this.

4. 2022/23 Service Transformation KPI's

The proposed operational metrics for 2022/23 financial year to be reported through the Development Committee are outlined in the table below. The targets take account of the Interim Corporate Plan and operational priorities. **Appendix 1(c)** provides a copy of the 2022/23 Service Transformation KPI's.

Area of Focus	Basis of Target	Status of KPI	Basis of Reporting
Major planning applications processed within an average of 30 weeks.	30 weeks (Statutory target)	Continuing	This is a statutory KPI and there is no change from 2021/22
Local planning applications processed within an average of 15 weeks	15 weeks (Statutory target)	Continuing	This is a statutory KPI and there is no change from 2021/22
% Lettable floor space within the Council's leased assets	Yes	New	
3% Reduction of Electricity and Natural Gas consumption	3%	Continuing	There is no change from 2021/22
Delivery of the Covid-19 Revitalisation Programme by end of March 2022	Yes	Removed	This KPI is being removed as this has been successfully completed during 2021/22

80% Delivery of the Covid-19 Small Settlements Programme by end of March 2023	Yes	New	This is linked to the Covid-19 Revitalisation Programme delivered in 2021/22
Deliver Rural Tourism Collaborative Experiential Programme by 31st March 2022 alongside all DAERA funded elements of the programme.	Yes	Removed	This KPI is being removed as this has been successfully completed during 2021/22
Number of strategic partnerships that leverage resources	3	Removed	This KPI is being removed as it was considered of limited value
Deliver Integrated Marketing Campaign during 22/23	Yes	New	This is an objective for Tourism for 22/23
Number of new jobs linked to business start activity and new investment	116	Continuing	This is a statutory KPI and there is no change from 2021/22
Conversion of local businesses attending Council led business development events through to direct business support interventions	20%	Continuing	There is no change from 2021/22.
Planned TRPSI rural business programme investment	£98340.07	Continuing	There is no change from 2021/22.
Number of businesses and public sector organisation supported by Rural Dev Programme	35	Continuing	There is no change from 2021/22.
Number of new Business Solutions developed using Smartsheets to develop a new system or replace legacy systems	5	Continuing	This is an important measure as it is part of the digital platform integration and consolidation of systems.
Number of projects delivered during Phase 2 of the Digital & Innovation Strategy	10	Continuing	Phase 1 of the Digital & Innovation Strategy was delivered in 2021/22, this is now phase 2.
Number of Council Sites connected to FFTP via FFNI	30	Continuing	There is no change from 2021/22.

Number of bids being progressed under BRCD	5	Continuing	There is no change from 2021/22.
Telephony Performance	99%	New	This is a new objective for IT for 22/23

5. Directorate Risk Dashboard

Attached at **Appendix 1(d)** is the current Directorate risk dashboard.

Recommendations

It is recommended that Members note and scrutinise:

- Trading accounts covering periods 10 and 11
- The outturn of operational metrics/service KPIs for Q4 (January to March 22)
- Directorate Risk Dashboard

It is recommended that Members consider and approve:

- The proposed operational metrics/service KPIs for 2022/23

Finance and Resource Implications:

None

Screening:

Equality and Good Relations	N/A	Environmental Impact Assessment	N/A	Rural Impact Assessment	N/A
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SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES: Appendix 1(a) Trading Summary Budget reports for Q4 (January - March 2022)
Appendix 1(b) Operational metrics/Service KPIs for Q4 (January – March 22)
Appendix 1(c) Operational metrics/Service KPIs for 2022/23
Appendix 1(d) Directorate Risk Dashboard

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:

Transformation - Jan 22 to Feb 22

Month:-

Jan-22

Department

Expenditure:

Payroll

	Annual Budget	Budget to date	Total Actual & Committed	Total Variance
Technical & Estates	1,560,930	1,311,730	1,158,455	(153,274)
Development	1,342,714	1,120,879	940,641	(180,238)
Planning	1,619,240	1,367,008	1,312,405	(54,603)
Director Transformation	763,960	636,489	555,795	(80,694)
Total Payroll Expenditure:	5,286,844	4,436,105	3,967,296	(468,809)

Non-Payroll

Technical & Estates	623,170	528,869	579,269	50,400
Development	4,396,640	3,632,547	3,501,455	(131,092)
Planning	241,280	200,118	606,528	406,411
Director Transformation	1,231,830	965,178	747,389	(217,788)
Total Non-Payroll Expenditure:	6,492,920	5,326,712	5,434,642	107,930

Total Expenditure

11,779,764	9,762,817	9,401,938	(360,879)
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Income:

Technical & Estates	(114,400)	(5,500)	(14,519)	(9,019)
Development	(2,861,464)	(2,069,576)	(1,967,936)	101,640
Planning	(1,268,410)	(1,042,971)	(1,006,869)	36,102
Director Transformation			(30,689)	(30,689)
Total Income:	(4,244,274)	(3,118,046)	(3,020,013)	98,033

Overall Net Position:

Technical & Estates	2,069,700	1,835,099	1,723,205	(111,894)
Development	2,877,890	2,683,850	2,474,160	(209,690)
Planning	592,110	524,155	912,065	387,910
Director Transformation	1,995,790	1,601,667	1,272,496	(329,171)
Net Overall Position	7,535,490	6,644,771	6,381,925	(262,846)

Month:-

Feb-22

Department	Annual Budget	Budget to date	Total Actual & Committed	Total Variance
Expenditure:				
Payroll				
Technical & Estates	1,560,930	1,440,328	1,275,925	(164,403)
Development	1,313,214	1,216,885	1,036,260	(180,625)
Planning	1,619,240	1,519,591	1,444,297	(75,294)
Director Transformation	763,960	700,223	609,930	(90,293)
Total Payroll Expenditure:	5,257,344	4,877,027	4,366,412	(510,615)
Non-Payroll				
Technical & Estates	623,170	565,719	645,490	79,771
Development	4,426,140	3,913,883	3,917,009	3,126
Planning	241,280	213,001	640,291	427,290
Director Transformation	1,231,830	1,143,295	829,029	(314,266)
Total Non-Payroll Expenditure:	6,522,420	5,835,898	6,031,820	195,922
Total Expenditure	11,779,764	10,712,925	10,398,232	(314,693)
Income:				
Technical & Estates	(114,400)	(6,400)	(14,151)	(7,751)
Development	(2,861,464)	(2,208,526)	(2,196,639)	11,887
Planning	(1,268,410)	(1,134,637)	(1,103,794)	30,843
Director Transformation			(30,689)	(30,689)
Total Income:	(4,244,274)	(3,349,563)	(3,345,273)	4,290
Overall Net Position:				
Technical & Estates	2,069,700	1,999,647	1,907,264	(92,383)
Development	2,877,890	2,922,242	2,756,630	(165,612)
Planning	592,110	597,955	980,794	382,839
Director Transformation	1,995,790	1,843,518	1,408,271	(435,247)
Total Net Overall Position	7,535,490	7,363,362	7,052,959	(310,403)

Performance Summary

Service Transformation

(Type = 'Service')

Tuesday 10th of May 2022



Red = Target missed or measure overdue
 Amber = Measure due but not complete
 Green = Target met or exceeded
 Grey = Measure not yet due

Planning & Capital Development



Assets and Technical Services



Economic Development



Portfolio Office



PLANNING & CAPITAL DEVELOPMENT

DUE 1ST APR 22

27 : Major Applications Average processing time for major planning applications. (Processed from date valid to decision issued or withdrawn within an average of 30 weeks). **Major planning applications processed within an average of 30 weeks.**

TARGET
30

ACTUAL
66.5

STATUS
Red

TARGET	30	30	30	30
ACTUAL	66.8	98	120	66.5

Notes: Similar to last quarter the number of proposals brought forward in previous months are subject to Section 76 planning agreements which remain in process. This has pushed out the processing time for major applications presented in this quarter. Officers are not in total control of the timeline but continue to work with agents and statutory consultees to ensure applications are expedited as far as is practicable. An improvement from the previous quarter is noted with the processing of a major investment for Lidl in Carryduff.

PLANNING & CAPITAL DEVELOPMENT

DUE 1ST APR 22

28 : Local Applications Average processing time for local planning applications. (Processed from date valid to decision issued or withdrawn within an average of 15 weeks). **Local planning applications processed within an average of 15 weeks.**

TARGET
15

ACTUAL
14.2

STATUS
Green

TARGET	15	15	15	15
ACTUAL	15.4	17.1	17	14.2

Notes: Improvement in the processing of times for local applications means that this target is being met.

ASSETS AND TECHNICAL SERVICES

DUE 1ST APR 22

60 : Energy Consumption 3% Reduction of energy consumption .
Reduction of Electricity and Natural Gas consumption

TARGET
3%

ACTUAL

STATUS
Red

TARGET	3%
ACTUAL	

Notes: Q4. Due to the continued vacancy of the Energy Officer post it has not been possible to compile the necessary data capture or complete analysis of any figures. In addition as the KPI compares previous years energy use figures and performance this has also not been possible in a meaningful way as a consequence of the reduced building occupancies due to Covid restrictions and home working. Any comparison would not represent a true managed energy reduction comparison

ECONOMIC DEVELOPMENT

DUE 1ST APR 22

178 : Regeneration - Covid-19 Revitalisation Programme Deliver initiatives in Lisburn City Centre to support a reduction in vacancy rates across Lisburn City Centre of 2% by 31 March 2022.. **Delivery of the Covid-19 Revitalisation Project by September 2022**

TARGET
Yes

ACTUAL
Yes

STATUS
Green

TARGET Yes
ACTUAL **Yes**

Notes: LoV received project completion date extended to September 2022 we are about 85% through delivery now, just waiting on Blaris Road finalising, delivery of the Parklet and a few UIF businesses. The spend to date is 972,000 of 1,181,000 which = 82% of the spend. Project is currently on schedule to complete on time

ECONOMIC DEVELOPMENT

DUE 1ST APR 22

194 : Tourism Deliver Rural Tourism Collaborative Experiential Programme by 31st March 2022 alongside all DAERA funded elements of the programme.. **Deliver Rural Tourism Collaborative Experiential Programme by 31st March 2022 alongside all DAERA funded elements of the programme.**

TARGET
Yes

ACTUAL
Yes

STATUS
Green

TARGET Yes
ACTUAL **Yes**

Notes: "The Rural Tourism Collaborative Programme has been delivered within the budget and timescales. 1-2-1 meetings have taken place with all 40 participants.

ECONOMIC DEVELOPMENT

DUE 1ST APR 22

206 : Strategic partnerships Number of partnerships.**Number of strategic partnerships that leverage resources**

TARGET
3

ACTUAL
3

STATUS
Green

TARGET 3
ACTUAL **3**

Notes: PROGRAMMES - DAERA/TRPSI £98,340.07 PROGRAMMES - DAERA/NIRDP £72,843.20 Invest NI/ERDF

ECONOMIC DEVELOPMENT

DUE 1ST APR 22

38 : New Jobs Number of new jobs per annum.**Number of new jobs linked to business start activity and new investment**

TARGET
116

ACTUAL
129

STATUS
Green

TARGET 116
ACTUAL **129**

Notes: Number of new jobs reported for LCCC via GoFort/Business Start Programme is 58 for period April to September 21 inclusive. This is against an annual statutory target of 85 new jobs and a Programme annual target of 116 jobs

ECONOMIC DEVELOPMENT

DUE 1ST APR 22

39 : Business Solutions - New Business conversion Conversion of local businesses attending Council led business development events through to direct business support interventions . **Conversion of local businesses**

TARGET
20%

ACTUAL
20%

STATUS
Green

TARGET 20%
ACTUAL **20%**

Notes: From our 12 business support webinars in the 2021-2022 year, 172 businesses expressed an interest in further information of our programmes. Out of these 172, a total of 92 were eligible, 50 businesses registered on to programmes. This percent would be: 53%

ECONOMIC DEVELOPMENT

DUE 1ST APR 22

44 : Rural Development Planned Programmes Rural Investment. **Planned TRPSI rural business programme investment**

TARGET
£98340.07

ACTUAL
£98340.07

STATUS
Green

TARGET £98340.07
ACTUAL **£98340.07**

Notes: Planned TRPSI rural business programme investment will be £98,340.07. There is a target for Planned NI Rural Development Programme investment of £72843.20 this is in progress.

ECONOMIC DEVELOPMENT

DUE 1ST APR 22

44 : Rural Development Planned Programmes Rural Investment. **Number of businesses and public sector organisation supported**

TARGET
35

ACTUAL
35

STATUS
Green

TARGET 35
ACTUAL **35**

Notes:

PORTFOLIO OFFICE

DUE 1ST APR 22

180 : SMARTsheet Delivery of SMARTsheet Project Planning Pilot (linked to delivery of DEA Investment Fund) Completed by 8 Service areas during 2021/22. **Smartsheet project pilot used by 8 service areas**

TARGET
8

ACTUAL
14

STATUS
Green

TARGET 8
ACTUAL **14**

Notes: Service Areas: Portfolio, Community Services, Parks & Amenities, Waste & Operational Services, Sports Services, Economic Development, Estate Services and Environmental Health, HR & OD, Chief Executive, Health & Safety, IT Services, Finance, Corporate Comms, Audit & Governance.

PORTFOLIO OFFICE

DUE 1ST APR 22

182 : Digital & Innovation Strategy Delivery of Phase 1 of the Digital & Innovation Strategy . Number of projects delivered during Phase 1 of the Digital & Innovation Strategy

TARGET
15

ACTUAL
15

STATUS
Green

TARGET 15
ACTUAL **15**

Notes: Projects include: Digital Devices, Customer experience journey mapping with 9 Services, Customer interaction Survey with 6 Services, Customer Engagement Survey, Health & Safety System, Operation Shamrock, Audit (Corporate Assurance Tracker), Risk Register, Construction Services, Digital Skills Survey & Register, Connecting Customer Project Team (Website), Digital Applications Team (DAT), Digital Assets Management research, Irish Linen DAM Project, Digital Platform Business Case approval

PORTFOLIO OFFICE

DUE 1ST APR 22

183 : Full Fibre NI Council Sites connected to FFTP via FFNI . Number of Council Sites connected to FFTP via FFNI

TARGET
29

ACTUAL
26

STATUS
Red

TARGET 10 29
ACTUAL **11** **26**

Notes: 3 sites not facilitated as part of Fibrus contract - work under way to connect under an Open Reach commercial contact.

PORTFOLIO OFFICE

DUE 1ST APR 22

184 : Belfast Regional City Deal Number of bids to BRCD. Number of bids being progressed under BRCD

TARGET
3

ACTUAL
5

STATUS
Green

TARGET 3
ACTUAL **5**

Notes: 1 Destination Royal Hillsborough (Tourism & Regeneration) bid to move to FBC stage & procurement, 1 Innovation & Entrepreneurship bid to move to OBC stage, 1 Complementary Fund bid to move to OBC stage, delivery of Digital Transformation Fund, Employability & Skills projects - 7 Apprenticeship placements created within local business sector

PORTFOLIO OFFICE

DUE 1ST APR 22

195 : IT Server Downtime. IT Server Downtime

TARGET
10

ACTUAL
3.5

STATUS
Green

TARGET 10 10 10 10
ACTUAL **0.22** **12.2** **30.48** **3.5**

Notes: Overall 3.5 hours downtime to cover the downtime to the Datrix router in London on the 10th Jan 2022 linked to a power issue

Department : Service Transformation

(Type = 'Service')

Wednesday 11th of May 2022

Planning & Capital Development				
27 : Major Applications Average processing time for major planning applications. (Processed from date valid to decision issued or withdrawn within an average of 30 weeks)				
Major planning applications processed within an average of 30 weeks.	Target	30	30	30
	Actual	—	—	—
28 : Local Applications Average processing time for local planning applications. (Processed from date valid to decision issued or withdrawn within an average of 15 weeks)				
Local planning applications processed within an average of 15 weeks.	Target	15	15	15
	Actual	—	—	—
Assets and Technical Services				
212 : Assets Rental from the Council's leased assets				
% Lettable floor space within the Council's leased assets	Target	—		
	Actual	—		
60 : Energy Consumption 3% Reduction of energy consumption				
Reduction of Electricity and Natural Gas consumption	Target	3%		
	Actual	—		
Economic Development				
115 : Tourism - Integrated Marketing Campaign Deliver an Integrated Marketing Campaign				
Deliver Integrated Marketing Campaign during 22/23	Target	Yes		
	Actual	No		
178 : Regeneration - Covid-19 Small Settlements Programme Delivery of the Covid-19 Small Settlements Programme				
80% Delivery of the Covid-19 Small Settlements Programme by end of March 2023	Target	Yes		
	Actual	No		
38 : New Jobs Number of new jobs per annum				
Number of new jobs linked to business start activity and new investment	Target	118		
	Actual	—		
39 : Business Solutions - New Business conversion Conversion of local businesses attending Council led business development events through to direct business support interventions				
Conversion of local businesses	Target	20%		
	Actual	—		
44 : Rural Development Planned Programmes Rural Investment				

Planned TRPSI rural business programme investment	Target	€98340,07			
	Actual	—			
Number of businesses and public sector organisation supported	Target	35			
	Actual	—			
Portfolio Office					
180 : SMARTsheet Delivery of Business Solutions					
Number of new Business Solutions developed using Smartsheets to develop a new system or replace legacy systems	Target	5			
	Actual	—			
182 : Digital & Innovation Strategy Delivery of Phase 2 of the Digital & Innovation Strategy					
Number of projects delivered during Phase 2 of the Digital & Innovation Strategy	Target	10			
	Actual	—			
183 : Full Fibre NI Council Sites connected to FFTP via FFNI					
Number of Council Sites connected to FFTP via FFNI	Target	36			
	Actual	—			
184 : Belfast Regional City Deal (BRCD) Number of bids					
Number of bids being progressed under BRCD	Target	10			
	Actual	—			
195 : Telephony Telephony Performance					
Telephony availability (%)	Target	99%	99%	99%	99%
	Actual	—	—	—	—



SERVICE TRANSFORMATION DEPARTMENTAL RISK LIVE DASHBOARD

Quick Links

LCCC Risk Register

Samantha Rice

Risk & Business Continuity Officer

Lisburn & Castlereagh City Council | Island Civic Centre | Lisburn | BT27 4RL

028 9250 9449 or 028 9244 7449

samantha.rice@lisburncastlereagh.gov.uk

Please note I am currently working remotely and can be contacted on 07730418090.

DASHBOARD KEY / INDICATOR

Risk Rating

Key Symbol	Descriptor
Green circle	Low (1-4)
Yellow circle	Medium (5-11)
Red circle	High (12-16)

Fluctuation Key

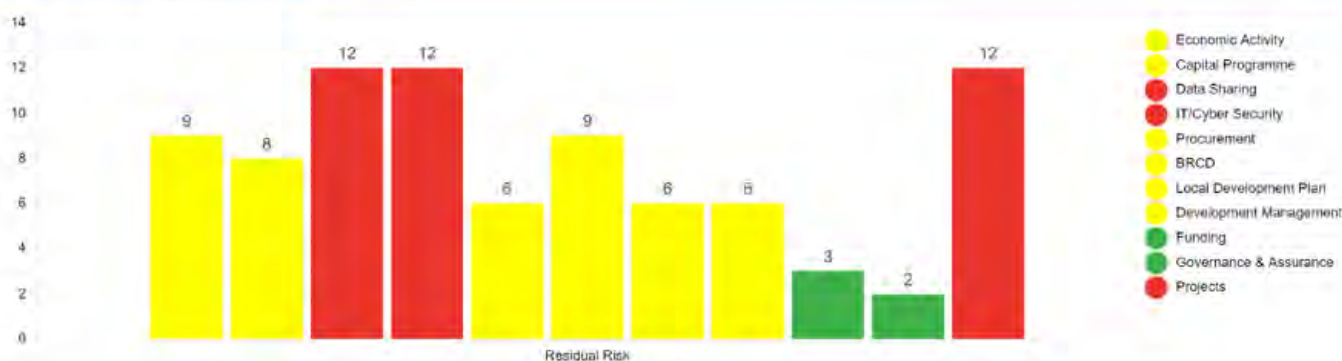
Symbol	Descriptor
Upward arrow	Risk Increase
Downward arrow	Risk Decrease
Double-headed arrow	Remains Same
Star	New Risk

Risk Matrix

Likelihood	Minor	Moderate	Major	Catastrophic
Very Likely	4	8	12	16
Likely	3	6	9	12
Unlikely	2	4	6	8
Very Unlikely	1	2	3	4

SERVICE TRANSFORMATION RISK SUMMARY

Service Transformation Departmental Risks



SERVICE TRANSFORMATION DEPARTMENTAL RISK REGISTER

Service Transformation Risk Register

Ref.	High Risk	Risk	Risk Description	Risk Owner	Inherent Risk	Current Controls	Residual Risk	Fluctuation since last review	Rationale	Additional Acti
Total			11							
CRR 3	High	Economic Activity	Failure to identify, maximise and deliver an economic development programme that aligns with our stakeholder needs and the needs of the local economy in the context of the national and regional economic position.	HOS Economic Development	16	CRR 3 Economic Activity	9	↔		CRR 3 Economic Activity
CRR 4	High	Capital Programme	Potential failure to deliver the agreed outcomes of the capital programme as a result of affordability or changes in third party funding arrangements.	HOS Planning	12	CRR 4 Capital Programme	6	↔		CRR 4 Capital Programme
CRR 5	High	Data Sharing	Poor or inadequate data sharing agreements resulting in unintended data breach	TPO Manager	16	CRR 5 Data Sharing	12	↔		CRR 5 Data Si
CRR 6	High	IT/Cyber Security	Breach in IT or cyber-attack resulting in significant outage or significant data loss	TPO Manager	16	CRR 6 IT / Cyber Security	12	↔		CRR 6 IT / Cy Security
CRR 9	High	Procurement	Non compliance with procurement and contract regulations, policies and processes resulting in reputation/financial loss and risk of litigation.	HOS Assets	9	CRR 9 Procurement	6	↔		CRR 9 Procur
ST 1	High	BRCD	OBC approval spending at risk in the event of project not being realised	Director of Service Transformation	8	ST 1 BRCD	9	↔		ST 1 BRCD
ST 2	High	Local Development Plan	Challenges to the Local Development Plan.	HOS Planning	12	ST 2 Local Development Plan	6	↔		ST 2 Local Development P
ST 3	High	Development Management	Legal challenge to planning decisions.	HOS Planning	12	ST 3 Development Management	6	↔		ST 3 Developme Management
ST 4	High	Funding	Funding Streams availability and implications for delivery of the Plan (eg 10 Yr Investment Plan, BRCD, European Funding etc)	Director of Service Transformation	8	ST 4 Funding	3	↔		ST 4 Funding
ST 5	High	Governance & Assurance	Failure to implement appropriate governance and assurance frameworks.	Director of Service Transformation	6	ST 5 Governance & Assurance	2	↔		ST 5 Governan Assurance
ST 6	High	Projects	Risk to delivery of large Council projects as a result of judicial review proceedings resulting in failure to deliver the ambitions of LCCC for our citizens.	Director of Service Transformation	16	ST 6 Projects	12	↔		ST 6 Projects



Development Committee

1 June 2022

Report from:

Head of Planning and Capital Development

Item for Decision

TITLE: Feedback on Guidance for Councils on Building Preservation Notices/Schemes of Delegation

Background and Key Issues:

Background

1. Since 1 April 2015, Councils have had the power to serve a 'Building Preservation Notice' [BPN] as a discretionary power under the Planning Act (Northern Ireland) 2011 where it appears that a building is of architectural or historic merit and is at risk of demolition or significant alteration.
2. The notice when served is a form of temporary listing which provides statutory protection to an unlisted building for a period of 6 months.
3. This discretionary power transferred from the former Department of the Environment [DoE], under the review of Public Administration transfer of functions agreement.
4. Whilst no resource with experience of serving these types of notice transferred to Council, a good practice guide has subsequently been developed to explain how and when to consider serving a BPN.

Key Issues

1. On 8 April 2022, Historic Environment Division issued an email alerting the Council that it was undertaking part of an informal review of Department for Communities Historic Environment Division guidance notes in respect of BPN's. Comments and/or suggested improvements are invited in relation to the guidance on or before 01 July 2022.
2. The Council has not used its discretionary power to serve a BPN since the power was transferred and it is not a function delegated to officers under Part C of the Council Planning Scheme of Delegation.
3. The comments sought in respect of the current guidance are technical in nature and to assist officers of the Council in bringing forward advice and recommendations to committee. The decision making process stills rests with Elected Members.
4. An internal meeting with representatives from Local Development Plan, Enforcement, and Development Management teams is scheduled to take place on 15 June 2022 to discuss the operational and technical implications of following the guidance. An informed response will be prepared after this meeting.
5. A copy of the guidance document is attached (**see Appendix**). The document is also available to view on the Department's website. Should Members wish to contribute to the process please provide individual comments to the Planning Unit.

<https://www.communities-ni.gov.uk/publications/guidance-councils-building-preservation-notice>

Recommendation

It is recommend that Members consider and agree that the response to the consultation be delegated to officers and that the final response be added to the noting schedule for the Development Committee.

Finance and Resource Implications:

No finance and resource implications are identified.

Screening and Impact Assessment

1. Equality and Good Relations

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

No

If no, please provide explanation/rationale

This is a report seeking delegated authority to provide feedback to the Department for Communities - Historic Environment Division in relation to Guidance for Councils on building preservation notices/Schemes of Delegation and EQIA is not required.

If yes, what was the outcome?:

<p>Option 1 Screen out without mitigation</p>	<input type="text" value="N/A"/>	<p>Option 2 Screen out with mitigation</p>	<input type="text" value="N/A"/>	<p>Option 3 Screen in for a full EQIA</p>	<input type="text" value="N/A"/>
--	----------------------------------	---	----------------------------------	--	----------------------------------

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

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

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

This is a report seeking delegated authority to provide feedback to the Department for Communities - Historic Environment Division in relation to Guidance for Councils on building preservation notices/Schemes of Delegation and as such, RNIA is not required.

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

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES: **APPENDIX 2 - Guidance for Councils on building preservation notices**

HAS IT BEEN SUBJECT TO CALL IN TO DATE? No

If Yes, please insert date:

Building Preservation Notices

A good practice guide for District Councils

Issue 2.0 May 2017

Historic Environment Division



Department for
Communities
www.communities-ni.gov.uk

Front Page: Lidells Mill, Donaghcloney @DfC

Issue Date: May 2017

'This good practice guide aims to assist councils achieve a consistent approach when considering serving a Building Preservation Notice on an unlisted building. Its correct application will help councils to identify and satisfy legislative requirements with regard to Building Preservation Notices, where the building appears to be of architectural and historic importance and is in danger of demolition or of alteration in such a way as to affect its character.'

This guide does not attempt to provide a detailed account of the legislation and policy that underpin Building Preservation Notices in Northern Ireland, and is not intended to be a source of definitive legal advice. This guide is not intended to replace the need for council judgement in their decision making. Reference should be made to the actual legislation referred to in this document and if any discrepancy or conflict exists between this guide and legislation, the provisions of the legislation will prevail.

Further information can be obtained from the Department for Communities website
<https://www.communities-ni.gov.uk/>

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Overview

Since 1st April 2015, district councils have had the power to serve a 'Building Preservation Notice' (BPN), where it appears to a council that a building is of architectural or historic merit and is at risk of demolition or significant alteration.¹ This discretionary power transferred from the former Department of the Environment (DOE), to district councils, under the Review of Public Administration transfer of functions agreement.

To assist councils undertake this new function, this good practice guide has been developed as a series of questions and accompanying answers to explain how and when councils may consider serving a BPN.

On 9th May 2016, the functions of the former Department of the Environment (DOE) were allocated to three new departments; Department for Infrastructure (DfI), Department of Agriculture, Environment and Rural Affairs (DAERA) and Department for Communities (DfC)

Historic Environment Division (HED) transferred to DfC and Strategic Planning Division (SPD) functions transferred to DfI. Respective departmental powers under the Planning Act (Northern Ireland) 2011, have been set out in the The Departments (Transfer of Functions) Order (Northern Ireland) 2016.



Front cover image & above: Lidells Mill, Donaghcloney, Grade B2 listed building, initially protected by a BPN© DfC

¹ Sections 81 & 82 of The Planning Act (NI) 2011

1. Introduction

- 1.1 The historic environment is an asset of immense cultural, social, economic and environmental value, which contributes to our sense of history, place and our quality of life. District Councils and the Department² have responsibility under the Planning Act (NI) 2011 to protect and conserve the historic environment for the benefit of our present and future generations.
- 1.2 District councils can actively contribute to the protection and conservation of the built heritage through the appropriate application of Building Preservation Notices (BPN) where there is concern that an unprotected historic building of special interest is in danger of demolition or significant alteration.
- 1.3 'Historic Buildings' can be understood to be any feature or structure built by man. The more recent the date of a structure the less historic it will be. This implies that a recent structure will need to have high architectural interest if it is to be protected in this way.

2. What is a Building Preservation Notice?

- 2.1 A BPN is a form of temporary listing which provides statutory protection to an unlisted building, for a period of 6 months, as if it were listed. The Planning Act (Northern Ireland) 2011 gives councils the discretionary power to serve a Building Preservation Notice (BPN) on the owner and occupier of a non-listed building that they consider meets the following test:
 - It is of special architectural or historic interest; and
 - It is in danger of demolition or of alteration in such a way as to affect its character as a building of such interest.
- 2.2 These powers are detailed in Section 81 – 83 of the Act. For the 6 month period of the BPN, the building is protected as though it was a listed building and all relevant planning controls apply. This includes the need to apply for Listed Building Consent for changes that might affect its architectural or historic interest, and enforcement powers relating to unapproved works.



² References to the 'Department' in this guide refer to the 'Department for Communities' - DfC)

- 2.3 Prior to the Review of Public Administration, BPNs were available to the Department of the Environment (DOE) under the Planning (NI) Order 1991 and were implemented by the Historic Environment Division (HED). Central government no longer has this power.

3. What is the process for serving a BPN?

- 3.1 If a council considers that a building meets the statutory tests then it can issue a Building Preservation Notice. A standard form, (*see Appendix A1&A2*) can either be served on the owner and occupier by registered delivery or in urgent cases it can be affixed to the building. Though it is important that an owner knows of this legal change as soon as possible, it is also essential that there is no confusion in regard to ownership and protection. Where there is any doubt in regard to ownership, it is recommended that a notice is also affixed to the building. This approach, using the same form, is provided for by Section 82 of the Planning Act (NI) 2011.
- 3.2 At the same time the council should forward a listing request to HED, who on behalf of the Department, will consider listing the building. This will give HED the maximum time to consider the case. **HED requires a minimum of five months to consider such a request.** A copy of the information used by the council in arriving at this decision would be very helpful to HED as it commences its appraisal. This should be enclosed with the request.
- 3.3 From notification, HED will commence a process to: record the structure; consider the building against the Listing Criteria³; undertake statutory⁴ (and non statutory) consultations; and make a final decision. The council will be consulted as part of the process and informed of the final decision.
- 3.4 It is not anticipated that the number of BPNs served will be large. From introduction in 2003 to the end of 2013 only 43 BPNs were issued. Public requests and Departmental use of the power rose in line with development activity during the 2000s and declined in more recent years in line with the economic downturn.

³ The Listing Criteria was published in a revised and updated Annex C of Planning Policy Statement 6 in March 2011.

⁴ Historic Buildings Council, District Councils and Strategic Planning Division in DfI

4. How can district councils be made aware of such buildings?

- 4.1 Councils can be made aware of such buildings through a number of different ways:
- A planning application may be submitted that involves the demolition of a historic building. A council planning officer or a member of the public may then raise a request that this building be considered for protection.
 - HED may separately ask a council to consider taking action. Its power to protect by making a structure a listed building requires detailed research and advance consultation. It may consider there is a high risk of loss during this period.
 - It is also possible that a member of the public may make a request without a current planning application being in place - in this case they would need to supply other evidence that the building is in risk of demolition or substantial alteration.

5. When should district councils consider using the power?

- 5.1 Before a BPN can be served there are two tests that need to be met:

Test 1: Does it appear to the district council that the building is *of special architectural or historic interest*?

Annex C of Planning Policy Statement 6 (March 2011) sets out the criteria that the Department follows when considering this test. The BPN legislation is, however, carefully written to make clear that its test is one of appearance. Detailed research and assessment can be carried out later. This lower test allows for swift action.

- 5.2 A report along the lines of a standard listing query report (Appendix B) is recommended. This may be compiled by a Conservation Officer⁵ or appointed consultant⁶ with reference to the published criteria. HED's listing team will be happy to liaise with district councils at this early stage in regard to advice on standards.
- 5.3 Listing Queries involve a site visit, initial historical research and an assessment of the record taken. While assessment by the Conservation Officer or consultant is likely to be sufficient, approval by the wider Planning team may, however, provide a more

⁵ This is normally a qualified planner or architect who has responsibility for providing advice to decision makers on the designation and management of heritage assets, such as Conservation Areas, within a Council area.

⁶ Where councils choose to appoint an external consultant, it is recommended that councils appoint consultants with appropriate architectural and historical expertise to make an initial assessment and recommendation.

robust corporate decision. If, following this stage, council officers consider that the building appears to be a building of special architectural or historic interest they can then consider the other BPN test.

5.4 **Test 2: Is the building in danger of demolition or of alteration in such a way as to affect its character as a building of such interest?**

This test is normally met if there is a current planning application involving the demolition or substantial alteration of the building or if the building is being advertised for sale as a cleared site/development opportunity. Unconfirmed rumours from the public are less clear cut, but may on occasion justify action if officers conclude that the risk is high. Unoccupied buildings can be considered to be of higher risk of sudden removal than those which are occupied.

5.5 It is good practice, in any case, that a letter is issued to the person who made the initial request to inform them of the outcome of the investigation.

6. When is compensation payable to affected owners?

6.1 Revocation of existing planning permission

A BPN can be served on a building even if there is an existing planning permission for its demolition or alteration. Should the building be subsequently listed, Listed Building Consent (LBC), will also be required for any proposed works of alteration. If LBC is not granted for works approved under a current planning permission, this may require the current planning permission to be revoked. Under Section 179 of the Planning Act (NI) 2011, applicants may seek compensation for losses associated with a revoked planning permission.⁷

To avoid major disruption to the smooth working of the planning system, together with consideration of the significant financial implications, and damage to the reputation of the heritage protection system, the Department has adopted the following policy:

*'A building will not normally be considered for listing by the Department once planning permission which will affect its special architectural or historic interest has been granted and is still valid, or while works which have received such planning permission are under way.'*⁸

⁷ See Section 179 of the Planning (Northern Ireland) Act 2011 'Compensation where planning permission is revoked or modified'.

⁸ Paragraph C26 of Annex C of Planning Policy Statement 6

If a council is actively considering serving a BPN in this circumstance, then the exceptional nature of the case will need to be highlighted in the request for listing submitted to HED.

6.2 Building fails to merit statutory listing

Compensation may also be claimed from the council for losses incurred due to the service of a BPN if, after consideration, the structure is not protected by the Department as a listed building. Section 186 of the Planning Act 2011 makes clear that such compensation would be in respect of *'any loss or damage directly attributable to the effect of the notice.'* This includes (Section 186 (2) *'a sum payable in respect of any breach of contract caused by the necessity of discontinuing or countermanding any works to the building on account of the building preservation notice being in force with respect to it.'*

- 6.3 No claim for such compensation has been made against the Department since the introduction of this power in 2003 even though, in a number of cases, the service of a notice did not lead to protection as a listed building. The provision emphasises, however, that a council should have due regard when considering serving a BPN.

7. If the building is not listed, can an alternative means of protection be applied?

- 7.1 Paragraph 6.24 of the Strategic Planning Policy Statement 2015 (SPPS), allows District Councils to bring forward bespoke policies in their Local Development Plan for historic buildings of local importance. These are defined as: *'a building, structure or feature, whilst not statutory listed, has been identified by the council as an important part of their heritage, due to its local architectural or historic significance.'*
- 7.2 The policy makes it clear that the effect of a planning application on the significance of a non-designated heritage asset should be taken into account in determining the application. Though it also says that such assets will have been *'identified by the council as an important part of their heritage'*⁹, there is no time requirement for this work, and such identification, could, in principle, be carried out at a late stage i.e. after the submission of a planning application.
- 7.3 To ensure that such structures have protection from demolition and inappropriate alteration, councils can consider the use of an 'Article 4 Direction'.¹⁰ This allows the removal of permitted development rights, including demolition, for a designated

⁹ Strategic Planning Policy Statement for Northern Ireland. September 2015, paragraph 6.24, page 41

¹⁰ Article 4 of the Planning (General Permitted Development) Order (NI) 2015 allows the Department or a District Council to *'give a direction that the permission granted by Article 3 shall not apply to— (a)all or any development of the Part, Class or paragraph in question in any particular area specified in the direction; or(b)any particular development, falling within that Part, Class or paragraph, which is specified in the direction.'*

area or feature. However, the agreement of the Department for Infrastructure is required¹¹ before such a route is followed.

- 7.4 It is good practice, however, to ensure that prospective applicants are aware of any potential designations on their property well in advance of making a planning application. This also helps to ensure that the identified historic and architectural interest can be taken into consideration at an early stage and costly changes avoided. The Department for Communities therefore recommends that district councils consider protection for such buildings well in advance of proposals for significant change.
- 7.5 To assist district councils take forward strategies to protect historic buildings of local importance, HED has published a guide to their identification and protection, which is available to download from its website at:

www.communities-ni.gov.uk/topics/historic-environment

8. What other heritage designations offer protection?

- 8.1 The temporary protection of historic buildings and structures through the service of a BPN is only one tool in a suite of controls aimed at managing the Historic Environment. Other features may be more appropriately protected as Monuments in State Care; Scheduled Historic Monuments; as part of Conservation Areas, or through area plan designations such as Areas of Townscape Character and Local Landscape Policy Areas¹².
- 8.2 Service of a notice on a structure which is already protected as a Listed Building, a Scheduled Historic Monument or a Monument in State care is not appropriate. Research to ensure that a structure is not already protected should form part of initial review of a case. Where a structure is located within an area designation, the merits of increasing protection via the BPN versus reliance on the existing planning controls should be considered.

9. Can councils seek support from HED?

- 9.1 Yes. As the Government's expert advisor on the Historic Environment in Northern Ireland, HED can provide further advice to councils as they decide how best to deploy this power. HED has 40 years experience of carrying out historic buildings surveys across Northern Ireland and 10 years in the service of Building Preservation

¹¹ Article 4 (2): 'Subject to paragraph (4), a direction by a council under this Article shall require the approval of the Department who may approve the direction with or without modifications.'

¹² The Strategic Planning Policy Statement provides more information and definitions for all of these area heritage designations.

Notices. Engagement with councils who want to set up appropriate procedures in regard to this facet of heritage protection is welcomed by HED.



Above: Dundrum Road, Tassagh, B1 Listed Terrace, protected initially by BPN © DfC

Appendix A Typical Building Preservation Notice.

- Appendix A (1) Notice for service on owner/ occupier
- Appendix A (2) Notice to be served on the building

Appendix A (1)

NOTICE FOR SERVICE TO OWNER/ OCCUPIER

PLANNING ACT (NORTHERN IRELAND) 2011 SECTION 81-83

BUILDING PRESERVATION NOTICE

IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

SERVED BY: XXX District Council

(Serving Officers Details: Name, Grade, and Telephone Number)

TO: Owners Name and address (if Known)

This Building Preservation Notice, (the 'Notice') is served by XXX District Council for the purposes of Section 81-82 of the Planning Act (NI) 2011 ("the Act") because it appears to XXX District Council that the building described in the Schedule to this Notice which is not a listed building, is of special architectural or historic interest and is in danger of demolition or of alteration in such a way as to affect its character as a building of such interest.

XXX DISTRICT COUNCIL GIVES NOTICE THAT:

1. The building described in the Schedule ("the Building") appears to XXX District Council to be of special architectural or historic interest and the Department¹³ is considering including the Building in a list of buildings of special architectural or historic interest compiled under Section 80 of the Act.
2. By Section 81(3) of the Act, the Notice shall come into force as soon as it has been served on both the owner and occupier of the Building and shall remain in force for 6 months from the date when it was served or last served.
3. By Section 81(4) of the Act the Notice shall cease to be in force if, before the expiration of that 6 months, the Department either includes the Building in a list compiled under Section 80 of the Act or notifies the owner and occupier of the Building in writing that it does not intend to do so.
4. By Section 81(5) of the Act while the Notice is in force, the provisions of the Act (other than Section 103) shall have effect in relation to the Building as if it were a listed building; and by Section 83 of the Act, if the Notice ceases to be in force by virtue of the expiry of the 6 month period or service of notification, in writing by the Department that it does not intend to list

¹³ Historic Environment Division on behalf of the Department for Communities (DfC)

the Building, then the provisions of Section 83 shall have effect with respect to things done or occurring under the Notice or with reference to the Building. Under Section 83:

- (a) the fact that the Notice has ceased to be in force shall not affect liability for offences committed under the Act with respect to the Building while it was in force;
- (b) any proceedings on or arising out of an application for listed building consent with respect to the Building made while the Notice was in force and any such consent granted while it was in force shall lapse;
- (c) any listed building enforcement notice served under the Act while the Notice was in force shall cease to have effect and any proceedings, including appeal proceedings, relating to the listed building enforcement notice, shall lapse;
- (d) Section 186 (as applied by Section (186 (2)) of the Act shall continue to have effect as respects any expenses incurred by the owner or occupier as mentioned in that Section and with respect to any sums paid on account of such expenses.

NOTE: This Notice does not call for any action on your part unless you propose at any time to demolish the Building or execute or cause to be executed any works (either to the exterior or interior) for the demolition of the building or for its alteration or extension in any manner which would affect its character as a building of special architectural or historical interest. If you wish to carry out such works you will need to obtain listed building consent, in writing from **XXX District Council Planning Authority** before commencing the works.

WARNING

THIS NOTICE TAKES EFFECT ON THE DATE OF SERVICE. THERE IS NO RIGHT OF APPEAL TO THE PLANNING APPEALS COMMISSION AGAINST THIS NOTICE.

Any person who carries out unauthorised works to the Building will be guilty of an offence under Section 85 of the Act and liable:

- A) on summary conviction, to imprisonment for a term not exceeding 6 months or a fine not exceeding £100,000, or both;
- B) on conviction on indictment, to imprisonment for a term not exceeding 2 years or a fine, or both;

and in determining the amount of any fine imposed on a person convicted of an offence under Section 85 (1) or (5) the court shall have particular regard to any financial benefit which has accrued or is likely to accrue to him in consequence of the offence.

If you need independent advice about the Notice, you are advised to contact a lawyer, planning consultant or other professional advisor specialising in planning matters. If you wish to contest the validity of the Notice, you may only do so by an application to the High Court for judicial review.

SCHEDULE

Insert address of building being served.

Dated this (insert date) day of (insert month) 20XX

Signed: (signature)

Authorised Officer on behalf of XXX District Council.

Appendix A (2)**NOTICE TO BE AFFIXED TO STRUCTURE****PLANNING ACT (NORTHERN IRELAND) 2011 SECTION 81-83****BUILDING PRESERVATION NOTICE****IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY****SERVED BY:** XXX District Council*(Serving Officers Details: Name, Grade, and Telephone Number)***TO:** *Owners Name and address (if known)*

This Building Preservation Notice, (the 'Notice') is served by XX District Council for the purposes of Section 81-82 of the Planning Act (NI) 2011 ("the Act") because it appears to XX District Council that the building described in the Schedule to this Notice which is not a listed building, is of special architectural or historic interest and is in danger of demolition or of alteration in such a way as to affect its character as a building of such interest.

XXX DISTRICT COUNCILS GIVES NOTICE THAT:

1. The building described in the Schedule ("the Building") appears to XXX District Council to be of special architectural or historic interest and the Department is considering including the Building in a list of buildings of special architectural or historic interest compiled under Section 80 of the Act.
2. By Section 81(3) of the Act, the Notice shall come into force as soon as it has been served on both the owner and occupier of the Building and shall remain in force for 6 months from the date when it was served or last served.
3. By Section 81(4) of the Act the Notice shall cease to be in force if, before the expiration of that 6 months, the Department either includes the Building in a list compiled under Section 80 of the Act or notifies the owner and occupier of the Building in writing that it does not intend to do so.
4. By Section 81(5) of the Act while the Notice is in force, the provisions of the Act (other than Section 103) shall have effect in relation to the Building as if it were a listed building; and by Article 83 of the Act, if the Notice ceases to be in force by virtue of the expiry of the 6 month period or service of notification, in writing by the Department that it does not intend to list the Building, then the provisions of Section 83 shall have effect with respect to things done or occurring under the Notice or with reference to the Building. Under Section 83:

- (a) the fact that the Notice has ceased to be in force shall not affect liability for offences committed under the Act with respect to the Building while it was in force;
- (b) any proceedings on or arising out of an application for listed building consent with respect to the Building made while the Notice was in force and any such consent granted while it was in force shall lapse;
- (c) any listed building enforcement notice served under the Act while the Notice was in force shall cease to have effect and any proceedings, including appeal proceedings, relating to the listed building enforcement notice, shall lapse;
- (d) Section 186 (as applied by Section (186 (2)) of the Act shall continue to have effect as respects any expenses incurred by the XX Council, owner or occupier as mentioned in that Section and with respect to any sums paid on account of such expenses.

5. By Section 82 of the Act:

- (1) If it appears to a council to be urgent that a building preservation notice should come into force, it may, instead of serving the notice on the owner and occupier of the building, affix the notice conspicuously to some object on the building.
- (2) The affixing of a notice under subsection (1) shall be treated for all the purposes of Section 81, this section, Section 83 and sections 86 to 101 as service of the notice.

The notice has been so affixed and by virtue of it being so affixed it is treated as being served for those purposes described in Section 82 (1) and (2) of the Act.

NOTE: This Notice does not call for any action on your part unless you propose at any time to demolish the Building or execute or cause to be executed any works (either to the exterior or interior) for the demolition of the building or for its alteration or extension in any manner which would affect its character as a building of special architectural or historical interest. If you wish to carry out such works you will need to obtain listed building consent, in writing from **XX District Council Planning Authority** before commencing the works.

WARNING

THIS NOTICE TAKES EFFECT ON THE DATE OF SERVICE. THERE IS NO RIGHT OF APPEAL TO THE PLANNING APPEALS COMMISSION AGAINST THIS NOTICE.

Any person who carries out unauthorised works to the Building will be guilty of an offence under Section 85 of the Act and liable:

- A) on summary conviction, to imprisonment for a term not exceeding 6 months or a fine not exceeding £100,000, or both;
- B) on conviction on indictment, to imprisonment for a term not exceeding 2 years or a fine, or both;

and in determining the amount of any fine imposed on a person convicted of an offence under Section 85 (1) or (5) the court shall have particular regard to any financial benefit which has accrued or is likely to accrue to him in consequence of the offence.

If you need independent advice about the Notice, you are advised to contact a lawyer, planning consultant or other professional advisor specialising in planning matters. If you wish to contest the validity of the Notice, you may only do so by an application to the High Court for judicial review.

SCHEDULE

Insert address of building being served.

Dated this (insert date) day of (insert month) 20XX

Signed: (signature)

Authorised Officer on behalf of XX District Council

Appendix B Listing Query Report Form

Building Name:			
OS Map No:		IG Ref:	
Apparent Current Use:			
Pictures taken – Number:		Type: Digital/ Slides	
Date of Inspection:			
Exterior Description (not more than 100 words)			
Considered by council planning authority on :			
Checklist	Yes	No	
Building appears to satisfy listing criteria			
Building has permission to demolish or significantly alter the			

Decision

Signed: **Date**

Name & Title of authorising officer

Case Study: Navigation House, Lisburn

Navigation House is a detached three-bay, two-storey, polychromatic brick house, built c. 1866 for the Canal Manager of The Lagan Navigation Company. It is a well proportioned Victorian villa with its original ornate door surround, retaining most of its original external features and its interior. The building was occupied by successive superintendent /managers of the canal, the last of whom was in post from 1928-1954. It is the only canal manager's house on the waterway and is a well preserved remnant of a period when the Lagan Navigation was probably the most commercially successful of all the waterway enterprises in Ulster. Set in its original secluded, landscaped site, with enclosed yard and outbuildings, Navigation House has group value with the listed Lock Keeper's house (HB19/08/005) and Union Lock canal structures (DOW 009:500) directly adjacent.

Navigation House was brought to the attention of the Department by Lisburn City Council's Planning Committee, who asked for a planning application involving the demolition of the building to be deferred pending consideration of its historic interest.

A BPN was served on the building's owners in June 2012, to give the Department time to carry out detailed research and consultation to determine if the house should be the subject of permanent listing as an historic building. Following consideration of a detailed survey and research, evaluation against the listing criteria and consultation with the Historic Buildings Council and Lisburn City Council, the building was listed in December 2012, as a Grade B1.

Hearth Revolving Fund and Lagan Canal Trust have since been working in partnership to conserve the heritage significance of the building and its group value with the associated canal structures. In 2014, Hearth Revolving Fund negotiated a temporary loan from Ulster Garden Villages to acquire Navigation House, and have carried out essential holding repairs.

The Lagan Canal Trust has now relocated their offices to Navigation House, with the future ambition of acquiring the property and reusing the existing building and outbuildings as a visitor centre and teaching centre as part of the 'Discover Waterways Lisburn' project, subject to planning permission, listed building consent and scheduled monument consent.



*Left:
Navigation House,
134 Hillsborough Road,
Lisburn © DfC*



DfC

Department
for Communities
www.communities-ni.gov.uk

Supporting and sustaining vibrant communities and a strong economy through realising the significant, ongoing value of our historic environment.

Historic Environment Division

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INVESTORS
IN PEOPLE



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Regional Tourism Partnership – Visit Belfast Annual Service Level Agreement

Background and Key Issues:

Background

1. Lisburn and Castlereagh City Council joined the Greater Belfast Regional Tourism Partnership (RTP) in 2006, with the purpose of marketing and promoting the tourism product across the Greater Belfast region (including Lisburn and Castlereagh), to international markets.
2. Since 2015, Lisburn and Castlereagh City Council and Ards and North Down Borough Council have remained local authority partners, along with Belfast City Council. Other local authorities who were RTP members prior to the reform of local government, have chosen to 'purchase' other sales opportunities or services on an ad hoc basis only eg specific advertising on relevant platforms.
3. The cost per annum for local authority membership has remained at £30,000 since 2015. In addition the Gold Welcome Centre presence costs a further £6,000 per year (reduced last year to £4,500 due to reduced visitor numbers to Belfast Welcome Centre due to closures etc. based on government restrictions related to COVID).
4. An enhanced Service Level Agreement, due to the pandemic, was approved for 2021/2022 with priorities to assist leveraging more tourism from closer to home markets (NI, ROI, and GB) especially the staycation and domestic market.

Key Issues

1. The Committee was reminded at the September 2021 Development Committee that Visit Belfast had confirmed that the price for membership was not negotiable as another Council has the same Service Level Agreement, at the same cost.
2. New initiatives implemented over the last 12 months placed an emphasis on sharing of digital content, especially on Facebook/Twitter, new regional guides and marketing campaigns with suggested itineraries and experiences within LCCC area being promoted, new website development to include more LCCC product and links to same, opportunities to do in-store promotions at BWC, collaborative development of suggested itineraries for visitors and familiarisation trip for industry in LCCC area.
3. An evaluation report (**see Appendix**) provides a detailed breakdown of activity for the 2021/22 financial year.
4. Advice from Tourism NI is to continue to work with Regional Tourism Partners in attracting the domestic/staycation market. Much work has already taken place on promoting visitor experiences to the NI and ROI market. Whilst Council availed of funding opportunities provided by Tourism NI throughout 2021 (as part of COVID recovery), this additional investment provided more reach and promotions to just the domestic market. It is proposed to continue to use the Regional Tourism Partnership primarily for out-of-state tourism marketing and promotions.
5. For the last 4 years, the Council has also agreed to purchase the additional Gold Sponsorship Package for a further £6,000 per year (reduced to £4,500 last year due to reduced visitor numbers and the closure of Belfast Welcome Centre at times due to government guidelines associated with COVID-19). With visitor numbers continuing to increase and it being unlikely hopefully that Belfast Welcome Centre will have to close again, this bolt-on proposal is costed once more at £6,000 for 2022/23. The package includes a prominent display compartment within Belfast Welcome Centre that includes:
 - NEW- Headline image/ video on 42" screen looped during VB Welcome Centre opening hours
 - Business profile on 42" screen
 - A highly visible display compartment to hold artwork or 3D artefacts
 - On screen images & product information displayed in a headline position on a themed pod
 - Sponsors receive up to 20 times more traffic to their product profile.
 - Guests will have added bonus of instantly being able to add your brand or product information to their own bespoke itinerary
 - New additional option of a vinyl wrap around your island to really enhance the brand
6. Visit Belfast will now be able to report on engagement stats and dwell time on particular profiles providing Lisburn & Castlereagh City Council better insights on this platform going forward.

7. The Lisburn & Castlereagh City Council tourism product is one of the top viewed products in The Welcome Centre out of a possible 500+ profiles meaning having commercial presence in the Centre continues to represent excellent value for money. There are 4 islands, each island offers 4 enhanced profiling opportunities, 16 positions in total. LCCC currently occupy one of these, ensuring LCCC have maximum visibility. Islands are divided into sectors, with LCCC's enhanced profile on the Beyond Belfast island. This is beside Finn McCool Tours, and opposite Ards & North Down and Paddy wagon tours. Beyond Belfast, is a dedicated RTP island is in a prominent location, right beside the information desks and the Northern Ireland map providing good footfall and opportunities to see. Gold island positions provide a flexible advertising space, where content can be changed throughout the year in line with events, seasons or visitor needs.

Recommendation:

It is recommended that Lisburn and Castlereagh City Council continues its long standing membership of Visit Belfast, at a cost of £30,000 plus a further £6,000 for the 'Gold' promotional package for a further year.

Finance and Resource Implications:

The total contribution (£36,000) from the Council will be met from within the existing Economic Development Budget Estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="Yes/No"/>	Option 2 Screen out with mitigation	<input type="text" value="Yes/No"/>	Option 3 Screen in for a full EQIA	<input type="text" value="Yes/No"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

Insert link to completed Equality and Good Relations report:

[Empty text box for link]

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

No

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

No

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

Will be Rural Needs Impact Assessed once approved.

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

[Empty text box for summary]

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 3 - 2021/2022 Visit Belfast Evaluation

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

Yes/No

If Yes, please insert date:

[Empty text box for date]

visitBelfast
& City Region

LCCC
Lisburn &
Castlereagh
City Council

REGIONAL TOURISM PARTNERSHIP 2021-22

12 MONTH EVALUATION

Belfast
Plus

Marketing and Visitor Servicing Activity and Promotional Platforms 2021-22

Initiative / Platform	Activity / Outputs
<p>Belfast Plus – enhanced activity</p>	<p>Develop dedicated regional partnership promotion off and on-line for Lisburn & Castlereagh City Council, promoting specific activity/trail/itinerary products/events etc.</p> <p>Upscaling across digital and print platforms, taking a themed experience approach which addresses post-COVID-19 safety issues.</p> <p>Belfast Plus web pages:</p> <p>LCCC products were featured in the following blog articles from 1 April to March 2022:</p> <ul style="list-style-type: none"> • Green Attractions in Belfast (Lagan Valley Regional Park) • Halloween Family Fun (Let’s Go Hydro) • Autumn Hotel Offers(La Mon Hotel and Country Club) • Summer Family Fun (We Are Vertigo, Let’s go Hydro) • Ultimate Staycation Guide (Dundonald Ice Bowl, Dundonald Caravan Park) • Top Golfing Trips in Belfast and Beyond (Castlereagh Hills Golf Course) • Amazing Outdoor Spaces (Hillsborough Castle Gardens, Lagan Valley Regional Park) • Belfast Reopening (most of LCCC products featured) • Zoom Backgrounds (Hillsborough Castle) • Virtual Views (Lagan Valley Regional Park, Hillsborough Castle and Gardens) • Belfast Jigsaw Puzzles (Hillsborough Castle) • Festive Family Fun (Dundonald International Ice Bowl/ Hillsborough Castle & Gardens) • Best Places to See Santa in Belfast (Dundonald International Ice Bowl) • Beat the Winter Blues (Let’s Go Hydro / We Are Vertigo) • Last Minute Gift Ideas (We Are Vertigo) • New Year, New You (We Are Vertigo) • ‘Galentine’s Day’ Ideas (Culloden Estate) • Spring Walks (Lagan Valley Regional Park/Hillsborough Castle & Gardens/Rowallane Garden) • Things to do in Belfast for Valentine’s Day (Hillsborough Forest/Culloden) • Things to do this Spring (Let’s Go Hydro/Lagan Valley Regional Park/Hillsborough Forest/Rowallane Gardens/

Hillsborough Castle & Gardens/Wallace Park)

- Urban Adventures (We are Vertigo)
- Autism Friendly Attractions in Belfast (Lagan Valley Leisureplex/Dundonald International Ice Bowl)
- Easter Events (Hillsborough Castle & Gardens)
- Easter in Belfast (Hillsborough Castle & Gardens/ Lagan Valley Regional Park)

LCCC products continued to be featured in the following evergreen blogs:

- Discover and Explore Belfast Plus (Hillsborough Fort and Forest, Ballance House, Lagan Valley Regional Park, Lisburn Cathedral, Hillsborough Castle)
- Day Trip to Lisburn and Castlereagh (Hillsborough Castle, Irish Linen Centre, Dundonald Ice Bowl, Lagan Valley LeisurePlex and more)
- Things to Do Within a Half Hour's Drive of Belfast (Hillsborough Castle and Gardens)
- Urban Adventures (We Are Vertigo)
- Autumn and Winter Walks (Hillsborough Castle, Lagan Valley Regional Park)
- Family Fun - Belfast Plus (Lagan Valley LeisurePlex)
- Craft Beer in Belfast (Hilden Brewery)
- Foodie Things to Do (Hilden Brewery)
- Free Things to Do (Irish Linen Centre and Lisburn Museum/Wallace Park Lisburn)
- Day Trip to Lisburn and Castlereagh (Hillsborough Village/ Lisburn Cathedral and Castle Gardens/ Irish Linen Centre and Lisburn Museum/ Hillsborough Castle and Gardens/ Dundonald International Ice Bowl/ Lagan Valley LeisurePlex)
- Top 10 Museums (Irish Linen Centre)
- Historic Houses and Stately Homes (Hillsborough Castle & Gardens)
- Spa Hotels Belfast (Culloden Estate)
- Belfast Plus Family Fun (We Are Vertigo/Dundonald International Ice Bowl/Hillsborough Castle & Gardens/Lagan Valley Leisureplex)
- Gin Tasting (Hinch Distillery)
- Hen and Stag Weekends (Let's Go Hydro)
- One Day at Hillsborough & Lisburn (Hinch Distillery/Hillsborough Castle & Gardens/Irish Linen Centre and Lisburn Museum/Hillsborough Forest & Village)

Belfast Plus e-zines (either independent or integrated based on content as provided and agreed – max. 4 TBC)

Lisburn and Castlereagh City Council products and events were included in a number of seasonal emails to our consumer databases during this period, with over 120,000 emails sent. These included:

	<ul style="list-style-type: none"> • Get Outdoors 16 April, Hillsborough Castle https://mailchi.mp/visitbelfast/get-outdoors-2021 • Welcome Back to Belfast 28 May, Hillsborough Castle https://mailchi.mp/visitbelfast/welcome-back-to-belfast • Summer Events and Festivals 12 August , Hillsborough Farmers Market https://mailchi.mp/visitbelfast/summer-of-festivals-belfast-ni • Foodie Things to Do 27 August, Balmoral Show https://mailchi.mp/visitbelfast/summer-of-festivals-belfast-ni-503534 • Autumn Festival Season 10 September, Balmoral Show https://mailchi.mp/visitbelfast/autumn-festivals-in-belfast-2021 • Autumn & Halloween 21 Oct , Hillsborough Castle https://mailchi.mp/visitbelfast/top-october-events-ni • 12 Days of Christmas 30 Nov , Hillsborough Castle https://mailchi.mp/visitbelfast/12-days-christmas-giveaway-503774 • Valentine’s Day in Belfast 8 Feb , Lisburn Castle Gardens https://mailchi.mp/visitbelfast/valentines-day-in-belfast-roi-503975 <p>Sharing of content plans and maximising all #BelfastPlus activity on Visit Belfast’s social-media accounts: Facebook / Twitter – including reposting as relevant, LCCC experiences and activity</p> <ul style="list-style-type: none"> • Belfast Plus print booklet is still well stocked in VBWC, VIC network, airports and key transport stations. • New ‘Experience Belfast Plus’ Guide in production (Q4-Q1). 40,000 copies to be printed and distributed Q1 (22/23) • Belfast Plus featured on Visit Belfast Welcome Centre map.
<p>Belfast City & Region Guide</p>	<p>Belfast & City Region guide focussed on themed products and experiences.</p> <p>The Belfast & City Region guide will provide a 4-page section in the body of content for promotion of Lisburn & Castlereagh City Council attractions, products and experiences including advertising placement:</p> <ul style="list-style-type: none"> • Produce two extended format editions of Belfast City & Region Guide: Summer 2021 & New Year 2022. <ul style="list-style-type: none"> - Summer/Autumn edition - 30,000 copies printed and distributed with digital version supported by web and social media promotion. - New Year edition - 30,000 copies printed and in distribution with digital version supported by web and social media promotion.

<p>Main Visitor Guide – inc city & region approach</p>	<p>The main out-of-state visitor guide for 2022 will further develop a City & Region approach, redesigned to incorporate sections for each RTP Council area. The guide will also reflect global market changes and consumer behaviour and preferences and help position the City Region for international recovery beyond 2022.</p> <ul style="list-style-type: none"> ▪ This remains a digital guide due to removal of literature distribution to Tourism Ireland overseas offices. A QR business card linking the Visitor Guide was developed for use at all leisure and business tourism shows and exhibitions.
<p>Marketing Campaigns</p>	<p>Post COVID-19, Visit Belfast’s traditional and digital campaigns and marketing will focus on the domestic, ROI and GB markets (in that order). Lisburn & Castlereagh City Council products, experiences and themes will be included in all campaign plans (as appropriate) as well as all bespoke Belfast Plus activity.</p> <ul style="list-style-type: none"> • Belfast Plus advertising campaign to be installed at George Best Belfast City Airport (In progress Q4-Q1)
<p>Website – extended focus</p>	<p>Development of main visitor portal to include and reflect the Belfast City Region within its branding and include a dedicated homepage navigation to provide links to Lisburn & Castlereagh City Council visitor websites and dedicated sections, pages and blogs.</p> <p>visitbelfast.com will provide:</p> <ul style="list-style-type: none"> • Listings for up to 20 key Lisburn & Castlereagh City Council properties in relevant sections e.g. visitor attractions: Dundonald International Ice Bowl, Dundonald Touring Caravan Park, Xtreme Bowling at Dundonald International Ice Bowl, Information Centre, Island Arts Centre, Lagan Valley Leisureplex, Lagan Valley Regional Park, Hillsborough Forest, Hillsborough Castle & Gardens, Eikon Exhibition Centre, Castlereagh Hills Golf Course, Down Royal Park Racecourse Ltd, We Are Vertigo, Let’s Go Hydro, Hinch Distillery, Drumbo Park, Moira Demesne. • Key RTP events/activities listed in ‘What’s On’ section this period include: <ul style="list-style-type: none"> - Christmas at Hillsborough Castle and Gardens - Halloween at Hillsborough Castle: The Wild Raven Ghost Walk - Autumn Family Activities at Hillsborough Castle: Scarecrow Parade - Halloween at Hillsborough Castle: Friday Fright Night - Hillsborough Farmers Market - Balmoral Show 2021 - Moira Speciality Food Fair - Hillsborough Honey Fair - Howling Halloween Pool Party at Lagan Valley LeisurePlex - Spooky Saturday at Dundonald International Ice Bowl - Hillsborough Castle at Christmas

	<ul style="list-style-type: none"> - Visit Santa at the Irish Linen Centre & Lisburn Museum - Royal Hillsborough Christmas Market - Skate with Santa - Metcollect Boxing Day Races - Dubshed 2022 - Lisburn Light Festival - Valentine’s Market <p>visitbelfastpartners.com will provide:</p> <ul style="list-style-type: none"> • showcase RTP product and itineraries for the group travel market development (within Travel Trade section) https://visitbelfastpartners.com/article-vb/one-day-hillsborough-and-lisburn <p>In addition, Lisburn & Castlereagh City Council profile with links on conference, cruise and corporate websites (as appropriate), including a link to download Lisburn & Castlereagh City Council visitor guide when available.</p>
<p>Visitor Servicing – Visit Belfast Welcome Centre, George Best Belfast City Airport & Belfast International Airport VICs</p> <p>Travel Advisory Service Literature Distribution Event Information Ticketing Service Accommodation Booking</p>	<p>Provision of a daily gateway visitor information and travel advisory service for both local residents and future visitors, available seven days a week by:</p> <ul style="list-style-type: none"> • Telephone • Email • Online at visitbelfast.com hello@visitbelfast.com and Live/Quick Chat service through visitbelfast.com • Via social-media enquiry service #AskVisitBelfast <p>Visitor content constantly updated in accordance with the latest COVID-19 guidance - VS team on hand to provide accurate and reliable visitor and travel information on behalf of tourism businesses, services and RTP Councils across the Belfast Plus area.</p> <p>Visit Belfast Visitor Servicing team continued to provide visitor information to potential visitors and locals during lockdown. VBWC was reopened on 30 April initially on a five day week then increasing to a seven day week from 6 June. The airport VICs reopened on 21 May.</p> <ul style="list-style-type: none"> • In the twelve month period to 31 March 2022 VB has handled 263,492 enquiries across all platforms which is an increase of 212% from the same time last year. Footfall has increased by 132% to 182, 138 across the three VICs. • The proportion of gateway enquiries have increased across all 3 VICs by 143% to 84,181 in comparison to the full year figure in 2020/21, reflecting the trend over the summer months to seek coastal and rural destinations and the

staycation marketing activities.

- Year to date, from April across all the VIC's and cruise we have handled, 12,257 specific enquiries for Lisburn & Castlereagh City Council areas across our three VICs.
- After the North Coast and Newry and Mourne, Ards and North Down and Lisburn and Castlereagh areas received the most Gateway enquiries.
- Belfast Plus videos and imagery are played on the 16 screen-wall video.
- Dedicated Belfast Plus branding is in place.
- Racked at front and back of desks. There are currently 46 products from Lisburn and Castlereagh City Council listed on the touchscreens.

Lisburn & Castlereagh City Council literature racked in VIC:

Visit Belfast Welcome Centre

- Belfast Plus - 3,897
- Lisburn & Castlereagh Visitor Information Guide – 1,450
- Hillsborough Map- 870
- Hinch Distillery - 560
- Hillsborough Castle – 810
- Walking tour of Hillsborough – 356
- Dundonald Touring Caravan Site – 496
- Dundonald Ice Bowl – 457
- Others - 1,398

Total – 10,293

Lisburn & Castlereagh City Council literature racked in BIA:

- Belfast Plus 5,600
- LCCC Visitor Guide Map – 3,000
- Hillsborough Visitor Guide - 1000
- Hillsborough Castle – not available

Total –9,600

Lisburn & Castlereagh City Council literature racked in GBBCA:

- Belfast Plus – 4,200

	<ul style="list-style-type: none"> • LCCC Visitor Guide Map – 1800 • Hillsborough Visitor Guide – 800 • Hillsborough Castle – not available <p>Total 6,800</p> <p>Cruise Hub: Belfast Plus flyer – approx. 950 copies</p> <p>The total literature across all four sites: 27,443.</p> <p>Specific enquiry monitoring at VBWC as well as GBBCA & BIA VICs:</p> <ul style="list-style-type: none"> • Visit Belfast Welcome Centre (Including Cruise Ships) – 5,237 • Belfast International Airport – 4,270 • George Best Belfast City Airport – 2,750 • Combined total enquiries at 3 VIC's – 12,257 <p>Enhanced activity – optimise RTP profile on self-serve screens through a review of existing RTP listings and content. Update and cleanse as appropriate to increase as required the range of tourism products, services and experiences found in each RTP area</p> <p>Carryover Activity (due to Covid closures)</p> <ul style="list-style-type: none"> • VBWC Front Window Display: 2 prime summer weeks - <i>Discussed for Royal Hillsborough, but not taken.</i> • Event Island: 2 weeks promotion: <i>Moira Speciality Food Fair (Sept), Hillsborough Farmer's Market (Oct), Royal Hillsborough Christmas Market (Nov/Dec) – 6+ weeks provided in total for 3 events</i> • Front Window Digital Screen: 3 months promotion – <i>You're Welcome Back campaign (video)</i> • Additional digital marketing: social media promotion, web banner or e-zine (new product development, new activities etc.) <i>See breakdown in Belfast plus / Digital activity</i> <p>Gold island space (additional cost) includes literature racking and priority placement on Beyond Belfast Island.</p>
<p>Visit Belfast Industry Engagement Programme – enhanced RTP profile</p>	<p>Roll out of a 'post COVID-19' Visit Belfast's Industry Engagement Programme, aimed at promoting products and experiences across Belfast City and Region to front of house staff:</p> <p>Explore and develop virtual/ digital options to replace and/or support the traditional delivery of the VBWC Industry Engagement Programme. Digital enhancements will augment the promotion of tourism products and experiences and deliver</p>

	<p>more flexible training opportunities for front-of-house staff across the RTP area.</p> <p>Year to date we have hosted four quarterly Industry Briefings , two virtual and two face to face industry engagement events to promote products and experiences.</p> <p>Lisburn & Castlereagh City Council have presented on the following Virtual Industry Briefing Sessions via Zoom and face to face this financial year:</p> <ul style="list-style-type: none"> • 23 June 2021 – 24 attendees (plus distributed to a wider database) • 21 September 2021 – 16 attendees (plus distributed to a wider database) • 16 November - 25 attendees (plus distributed to a wider database) • 28 March 2022 – 28 attendees (plus distributed to a wider database) <p>Lisburn & Castlereagh City Council have been invited to attend 4 x 'Pop In & See' events this year:</p> <ul style="list-style-type: none"> • 29 June 2021 – Hop On Hop Off sightseeing buses (19 attendees) • 16 September 2021 - Colin Glen Adventure Park (13 attendees) • 1 December -Prison Island (5 attendees) • 16 of February – W5 (32 attendees) <p>Q4 Familiarisation Visit – Belfast Plus Fam Trip</p> <p>24 representatives from industry and the Visitor Information Centre Network attended a FAM trip on 24 March. The morning was exclusively spent visiting attractions in the Lisburn and Castlereagh Council area. The group feedback confirmed that tours of Hillsborough Castle and Hinch Distillery were the highlights of the day. In both venues the level of tour guiding (LCCC staff member) was outstanding. Everyone on the tour commented on the appeal of the product and professionalism of the delivery team. Without exception each person on the tour would be happy to recommend these products to their visitor's .Post event evaluation was extremely positive, which was picked up on social media channels.</p>
<p>NEW – VIC Training Programme</p>	<p>Develop and deliver a VIC Training Programme for Visit Belfast, RTP VIC staff and relevant VB/RTP Front of House staff (date to be confirmed when staff return to work and regional VICs reopen):</p> <p>No further progress has been made as a result of resourcing issues, particularly amongst the industry. Two recent new Visitor Servicing appointments, a Visitor Servicing Projects Manager and a new Operational Manager for the Belfast Welcome Centre, will help deliver this in 22/23.</p>

<p>Partnership</p> <p>Regional partnership B2B promotion and information</p>	<p>Weekly Concierge E-zine</p> <ul style="list-style-type: none"> • Resume e-zine distribution in line with hospitality reopening (first e-zine sent 29 April 2021). RTP events included in the weekly concierge e-zine include: <ul style="list-style-type: none"> - Scarecrow Parade at Hillsborough Castle - Balmoral Show - Hillsborough Farmers Market - Hillsborough Honey Fair - Scarecrow Parade - Belfast Dog Show at Eikon Exhibition Centre - Halloween at Hillsborough Castle - Halloween Pool Party - Christmas at Hillsborough Castle and Gardens - Skate with Santa at Dundonald International Ice Bowl - Lisburn Light Festival - Metcollect Boxing Day Races - Christmas at Hillsborough Castle & Gardens - Valentine's Market • Revise content to What's Open/ Experiences/ Activity Ideas across the Belfast City Region (as appropriate) • RTP officers to be added to email distribution list and encouraged to share content for inclusion within e-zine as appropriate.
<p>Cruise Belfast – enhanced marketing and sales activity</p>	<p>Optimise the full return of cruise bookings for the 2022 cruise season:</p> <p>Cruise Belfast will continue to promote the Belfast Plus region by including the relevant RTP products and experiences:</p> <ul style="list-style-type: none"> • within Cruise-Belfast website • within the 2022 Cruise Belfast brochure (digital/ print versions) to be published March 2022 - Q4 • during sales calls including attendance at Seatrade Miami – Q4 • Feature relevant RTP product/experiences, within 'virtual' sales calls and presentations to cruise itinerary planners and executives – Q3/Q4 <p>https://cruise-belfast.co.uk/cruise-lines/ideas-and-itineraries/</p>
<p>Cruise Welcome Hub – Visitor Servicing/ Promotion Platforms</p>	<p>Due to COVID-19, the 2021 cruise season was very different to any other season - safeguarding measures that include UK guests only/and fully vaccinated guests prior to the voyage, the bubbling of guests for limited excursions options and lower capacities of guests aboard (no free/independent travel).</p>

- VB to develop a series of cruise updates/ briefings to RTPs, stakeholders and product providers, as appropriate, ahead of the cruise season and share information re. safeguarding measures.
- VBWC will provide welcome/information service on arrival/departure.
- A strong UK vaccination programme, and the drop in the number of new cases brought in a new focus and impetus for the safe return of British Isles tours for mainly UK passengers in a trend known now as Staycation Cruises.
- The season commenced on 17 June, and up until the end of September, 63 Ships had visited the city. By season end (17 November) we will have welcomed 72 Cruise Ships in approx. 85, 000 pax and crew.
- Prior to the first cruise ship arriving in Belfast, VB and Belfast Harbour held two industry briefing sessions for 60 partners / stakeholders on the safe return to cruise and what this meant for the industry. The briefing outlined the work completed by the Belfast Cruise Operations Group, detailing the implications of the Port Management Plan for Belfast, and its impact on the industry and the phased approach to the return to cruise.
- Originally ships operated at 50% capacity or for larger ships, no more than 1,000 passengers. At the early stages of 'safe return to cruise' passengers were offered 'bubble excursions.'
- Visit Belfast worked very closely with the three excursions companies assisting them with Covid friendly itineraries and tours. Full Breakdown on Inclusion of LCCC product will be provided.
- Independent travel was permitted for double vaccinated passengers from the 18 August, a follow up Industry Briefing Session was held on 16 August with partners and stakeholders.
- From 24 August, VB provided a full VIC service at the Cruise Welcome Terminal, and with additional funding from TNI were able to deliver a cultural animation and welcome programme.
- VB have issued weekly updates to cruise partners indicating the details on the ships coming in that week, highlighting those that are allowed independent travel, to assist the industry in planning for the week ahead.

The Cruise Welcome Hub features a range of imagery across the Belfast Plus Region, including:

- Hillsborough Castle
 - Irish Linen Centre
 - Mount Stewart
 - Scrabo Tower
 - Ulster Transport Museum / Ulster Folk Museum
 - Exploris Aquarium
- Approx. 950 Belfast Plus leaflets have been distributed since Independent travel was permitted mid-August. Irish Linen Centre & Lisburn Museum and Hillsborough Castle & Gardens have both been included in the 'What's On' leaflet.
 - No opportunity for promotional desk in the Cruise Hub due to Covid Restrictions.

<p>Travel Trade and Leisure Exhibitions</p>	<p>Travel Trade and consumer promotion will showcase relevant RTP product across all platforms, including:</p> <ul style="list-style-type: none"> • New travel trade itineraries for 2021-22, taking into account product changes and changes in visitor behaviour/ preferences • Engagement with RTPs/ product providers on safeguarding measures and coordinated destination response for incoming travel trade • Promotion and opportunity to attend (additional cost as previous arrangement) of RTP products and experiences at key sales and marketing platforms. • Existing and new products featured in presentations to trade at virtual and in person events: <ul style="list-style-type: none"> - City Fair 8th June 2021 – 19 Virtual one to one meetings - Australia & New Zealand Expo, 7-8 September – 16 virtual one to one meetings - World Travel Market 2-4 November – 40 face to face appointments - Britain & Ireland Marketplace 28 January – 22 face to face appointments - ITOA Virtual 17 November – 20 virtual appointments - Explore GB 21 – 24 March – 32 virtual appointments - Meet The Buyer 29 March – 30 Face to face to appointments • FAM trip on 21 July with Liam Costello from Executive Global Tours visited Hinch Distillery. Looks likely this will result in a group visit in August 2022. • An email was sent to Lisburn & Castlereagh CC in May asking for any key messages they would like to be included in any future travel trade engagements, including any changes due to Covid-19. • Provisional discussions with RTP's to facilitate product training with VB's new Leisure Trade Sales Manager, Mark McGeehan. Mark has also had meetings with Hinch Distillery, Larchfield, Hilden Brewery and Hillsborough Castle to improve his product knowledge. • Invitation extended to evening client reception during World Travel Market, LCCC representative unable to attend. However, Hillsborough Castle representative was present – 13 tour operators in attendance. • Hinch Distillery and Hillsborough Castle both included in Cruise Super FAM and a representative from LCCC (Margaret McAvoy) was invited to the lunch at Hillsborough Castle to network with the 9 cruise lines and 2 shore excursion companies. • LCCC product included in the new Cruise Belfast brochure and video
<p>Conference/Business Tourism</p>	<p>Conference sales priority is to safeguard the 108 events retained from 2020-21 onwards (with an estimated 58,000 delegates and 205,000 bed nights provisionally booked in Belfast), whilst maximising conference sales activity to drive conference visitors and bed nights to the city region for 2022 onwards.</p>

Develop new social programme ideas and experiences for 2022 taking into account changes in visitor/consumer behaviour and preferences e.g. open spaces, wellbeing etc.

Engage with RTPs and product providers on safeguarding measures and coordinate destination response for incoming conferences organisers and their delegates.

- Promote relevant RTP products and experiences, as appropriate, within virtual sales calls and presentations to prospective clients considering Belfast and Northern Ireland as a potential events destination
- Promote relevant RTP products and experiences relevant to inbound business tourism and delegates on the meetbelfast.com website
- Promote RTP products and experiences at key sales and marketing platforms including:
 - The Meetings Show London (30 Sept – 1 Oct 2021)
 - IMEX America (9-11 Nov 2021)
 - EIBTM (30 Nov – 2 Dec 2021)
 - GB & ROI Client dinners (Q3/Q4 2021-22)
 - C&IT Corporate Forum February 2022
 - C&IT Northern forum March 2022

Retention

The team have been able to successfully retain 118 future booked business events are scheduled into 2029 worth £79.1m. 2022 is a particularly strong year for business tourism in the city and business is ahead of 2019 (£37.3 vs £33.1m) largely due to postponements and retained bookings.

Forward calendar – events retained and proceeding (as at April 2022)

Row Labels	Count of Opportunity Name	Sum of Economic Impact	Sum of No. of Bednights	
2022		77	£35,437,509	79820
2023		30	£24,404,662	57024
2024		12	£10,350,122	22189
2025		5	£3,177,789	7341
2026		1	£1,613,502	3300
2028		1	£1,466,820	3000
2029		1	£2,542,488	5200
Grand Total		127	£78,992,892	177,874

New Business

Since April the business tourism team have secured 60 new business events worth £19.4m (16,964 delegates and 44,321 bed nights).

Sales activity

The team have engaged in 942 buyer engagements including workshops, tradeshow, exhibition and site visits, both face to face and in person, promoting where relevant RTP products and experiences to new and existing event organisers, agencies, Corporates, Associations and PCO's. Breakdown below:

- 26 April - Gaining edge virtual lead exchange
- 20 April – LiveEx, London
- Solar orbital site visit 15 June (4 pax)
- EABCT site visit 15 June (3 pax)
- 24 June – C&IT recovery forum
- 1 July- EmTech virtual conference exhibition
- 5 July- AAE virtual congress
- 22 July – One young world 2021 virtual congress
- SCTS Site visit 6 August (6 pax)
- ICS site visit 9 -10 August (5 pax)
- 1-2 September – Confex show + client dinner, London
- 9 September- Ireland meets GB (virtual)
- Community trade union site visit 16-17 September (3 pax) (Ulster Folk & Transport Museum considered for Gala dinner)
- SIGBI site visit 16 September (4 pax)
- 17 September –C&IT awards, London (Belfast secured Best destination title and ICC Highly commended in Best Venue category)
- 20 September-MCOCO agents forum Birmingham
- 30 September-1 October- Meetings show + client dinner. (VB and ICC are panellists at the event.)
- 6 October TNI Virtual MICE workshop
- 7 October Association Excellence awards (hosted table of 10)
- 8 October M&IT awards (4 tickets of which 2 are agency clients)
- 17-19 October PCMA convening EMEA (Lausanne)
- 4 November MIA awards & conference (Visit Belfast is shortlisted for best convention bureau)
- 9-11 November IMEX USA (Las Vegas)

	<ul style="list-style-type: none"> • 30 November-2 December IBTM (Barcelona) • 6 November C&IT sustainability summit • 7-9 December MICEBOOK leaders retreat, Belfast & Hillsborough • 9 December ABPCO festival of learning & awards (Visit Belfast has been shortlisted for CSR award for sustainability) • 12-14 January C&IT agency forum • 17 February C&IT corporate forum • 17 March C&IT Northern forum • 23 March Food and Drink ambassador event at Hinch Distillery <p><u>Upcoming Activity</u></p> <ul style="list-style-type: none"> • 4-5 April MOCOCO • 4- 5 April Lord of the Dance FAM • 24 April CHS Show Leeds • 18 -19 May – IAGA 2023 Culloden Hotel, Cultra Manor and Ulster Transport Museum • 27 – 29 May IAPCO Council FAM Belfast • 20 May International Association of Gaming advisors 2023 sit visit to Hillsborough Castle • 31 May – 1 June IMEX Frankfurt • 29 - 30 June THE MEETING SHOW + dinner London • 1 July DESTINATION ALLIANCE HENLEY/MICEBOOK AWARDS • 19 – 20 July M&IT Agency Forum London • 26 – 29 July C&IT Festival of Forums Glasgow • 9 Sept M&IT Awards London <p>In addition, RTP products are featured in the current NI conference and meetings guide and meetbelfast.com website which is used for follow up with key clients throughout the year. https://meetbelfast.com/plan-your-conference/organiser-toolkit</p>
<p>Destination Sustainability Index and programmes</p>	<p>Include RTP assets and professional input in a range of destination sustainability tourism projects including the Global Destination Sustainability Index and Sustainable Belfast plans.</p> <p>Include relevant RTP Visit Belfast partners that seek to develop the green/ sustainable tourism products/ experiences in sustainability promotional activity and initiatives during the year. RTPs will be required to provide content and updates to Visit Belfast to facilitate this.</p>

	<p>New pages on Visit Belfast website to promote all green accredited partners of Visit Belfast: https://visitbelfast.com/article/green-tourism-accredited-belfast</p>
<p>RTP PR Support</p>	<p>Provide ongoing RTP PR support:</p> <ul style="list-style-type: none"> • Press launch of new City and Region literature to include dedicated RTP release and representation – TBA. • Host press releases/ photography within ‘latest news / press area’ section of Visit Belfast corporate website • Where possible, extend press fam itineraries to include RTP attractions and experiences. • Share relevant insights/data sourced from Tourism Sentiment Index (Visit Belfast subscribing to new destination and tourism sentiment analysis). <p>Visit Belfast has hosted a number of media fams promoting the Belfast City Region – the following fam itineraries included attractions within the LCCC area:</p> <ul style="list-style-type: none"> • George Keegan, Northern Standard and Senior Times (RoI) – stayed at Haslem Hotel and visited the Linen Museum and Hillsborough Castle (7 July 2021) • Cristina Cunchillos, Punto MICE (Spanish/Americas Meetings Magazine) – visited Hillsborough Castle (13 Sept 2021) • Robbie Vincent, JazzFM – visited Hillsborough Fort, Hillsborough Castle & dined in the Plough for lunch (29 March 2022) <p>Press releases received and hosted on VisitBelfastPartners.com:</p> <ul style="list-style-type: none"> • Eikon exhibits at International Confex (24 August 2021) • Northern Ireland’s first Royal status awarded to Hillsborough village (2 June 2021) • Hillsborough and Moira Businesses Join Rural Tourism Initiative (9 February 2022) • Eikon Shortlisted in National Awards Scheme (24 February 2022)
<p>Administration</p>	<p>Facilitate on-going and regular meetings, inc. Forum & Officer’s Group meetings:</p> <ul style="list-style-type: none"> • Annual Industry Partnership Event (subject to social distancing measures) – provide enhanced RTP attendance and engagement, to enable industry stakeholders to network and exchange information, and gain an understanding of the wider strategic activity for planning purposes. <i>Taking place 26 April 2022.</i> • Officer’s Strategic Group meeting - focus on tourism development projects that will enhance the product portfolio in the wider city region (agenda/format to be agreed in advance of each meeting) <i>20 Oct 2021</i> • Officer’s Operational Group meetings (twice a year or as and when required) to discuss and agree individual marketing platforms and projects <i>25 January 2022 (MS Teams)</i> • Zoom Marketing meetings (to include social media content planning) - <i>ongoing</i> • Jennifer Hempton will be the dedicated Visit Belfast liaison for the Regional Tourism partnerships - 1:1 meetings with each RTP Council partner to be arranged on a quarterly basis – <i>ongoing</i>

Belfast City & Region Guide 21/22



Lisburn & Castlereagh

There is no better place to enjoy crisp winter days out than in Lisburn & Castlereagh. Enjoy the great outdoors by spending quality time in one of the many parks across the area, which are perfect for exercising, cycling or dog walking. Quench your thirst or enjoy a bite to eat in one of the numerous cafés, fine dining restaurants or cosy gastropubs, that will warm you up with open roaring fires. Or enjoy an overnight stay in one of the hotels and have a well-earned break from it all. So why not get out and about to experience what's on offer in Lisburn & Castlereagh this winter.

HITCH OVER HILLS, BALL FRAMINGHAM, CO DOWN
 Looking for something different to do? Why not visit Hitch Over Hills for a day out and guided tour or learn about local building traditions. You will gain an appreciation for the skills and craftsmanship required to make world renowned high whiskey and/or scotch from an opportunity to ask questions. There are two...

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A COZY CATCH-UP IN SHORE HILLS GOROUGH
 Hillsborough Forest is the perfect location for a scenic walk with friends in the picturesque Georgian village of Royal Hillsborough. Located just a few minutes from Hillsborough Castle, adjacent to Hillsborough Park, this forest is a popular shrine among bird watchers, dog walkers, photographers and nature-lovers and covers an area of almost 200 acres with a mix of mature trees providing a variety of different walks to suit everyone. The lake area is a great wildlife sanctuary and is home to a wide variety of birds and animals. After your walk, enjoy a cozy catch-up with friends in one of Royal Hillsborough's excellent restaurants, cafes or pubs. The Vintage Tea Rooms is just one of many and provides the perfect setting for a specialty coffee, delicious cake and chat.

PARTICIPATING AT JEANETTE'S KID DAY SPA, LISBURN
 Treat yourself to a day spa treat with Jeanette's Kid Day Spa, Lisburn. With a wide range of treatments to choose from, including massage and facials as well as deeply relaxing treatments such as a Hot Stone Therapy, Aromatherapy, Indian Head Massage and Handreading. Relaxation, Rejuvenation, Body Wraps and other well known beauty rituals. For further information and booking call 028 9565 2957 or visit jeanettes.com

DINING AT CLONMANN'S RESTAURANT
 Why not enjoy a winter's evening at multiple award winning Clonmann's Restaurant, which offers a cosy interior and is housed in a building dating back to the eighteenth century. Rated old with new. An inviting atmosphere with roaring fire and dinner by candlelight will welcome you and your guests offering incredible food using only quality locally sourced ingredients. The wine dining is also available for up to 22 guests. Offering an array of menus to suit everyone's needs. For further information and booking call 028 9565 2957 or visit clonmannsrestaurant.com

FINE DINING AT SHUKES BISTRO
 Tucked away in Lisburn Square, the Shukes Bistro continues to grow in stature. The quality of the food, variety of wine on offer and knowledge and professionalism of the staff, all contribute to keeping this little gem of a restaurant at the top of its game. The recently refurbished restaurant is warm and inviting and complements everything happening in the town. You will be assured a warm welcome and great food. For further information and booking call 028 9565 6577 or visit shukeshotel.com

UPCOMING EVENTS

CENTENARY LECTURE WITH CATHAN O'TOOLE
9 January 2022
 Historic Royal Palace presents a series of special talks by eminent speakers in the politically symbolic surroundings of Hillsborough Castle, with a view to drawing out the complex history of the past 100 years and its implications on our present and future. With prominent involvement, author, literary critic and drama critic Cathan O'Toole for a special Centenary lecture, offering an informed perspective on Irish and Irish history. For talking & information visit <http://royalpalace.org.uk/hillsborough-castle/whats-on>

DOWN ROYAL RACE MEETING
25 January 2022
 Enjoy a day out at the races at Down Royal in January. Ireland's oldest (1645) horse racing venue, which hosts over 12 race meetings per year and is considered to be one of Ireland's premier hospitality venues. Offering a bar, facilities and open air and a range of hospitality packages are available to suit all tastes, including The Shortcourse Din Suite. For further information and booking visit downroyal.com

Belfast Visitor Guide 21/22

City Region

You can easily access both countryside and sea shore within a short drive of Belfast to enjoy a variety of exciting attractions, historic places of interest, informative tours, outdoor activities and amazing scenery belfastcityregion.com



LISBURN AND CASTLEREAGH

Visit Lisburn Castlereagh for award winning attractions, browse shopping and fantastic food. Entertain the kids with a host of family friendly venues from Lisburn to Dunsandel or immerse yourself in our rich heritage in historic villages such as Hillsborough and Moira.

Discover the History
Explore the beautifully restored Castle Gardens as you embark on a self-guided tour of Lisburn's Historic Quarter or learn about our impressive industrial heritage with a visit to the award-winning Irish Linen Centre, where our spinning and weaving traditions come alive through fascinating displays and artefacts. Discover the magic of traditional brewing by visiting island's oldest independent brewery in the 19th Century courtyard of Hidden House.

Villages, Cottages & Gardens
Visit the picturesque villages of Hillsborough and Moira, with their mix of boutique shops and popular gastro pubs and coffee shops offering superb local produce. Explore the beautiful parkland of Moira Demesne, or try your hand at distilling your own gin at the Still House Gin School. Hillsborough is also home to the historic Hillsborough Castle and Gardens, the official residence of the Royal Family in Northern Ireland. While you're here, stop off at the oldest pub in the village, The Village, open since 1762!

Shop and Dine
Whether you're a seasoned foodie or want a quick bite, you'll love our vibrant restaurants, cafes and farmers markets, featuring produce from the area's many award-winning growers and producers. Memorable shopping opportunities await you at some of Northern Ireland's best known retail outlets such as Bow Street Mall, Agracraft and Fonestade Shopping Centres.

DISCOVER ARDS AND NORTH DOWN

Within 10 miles of Belfast, this region is characterised by lush fertile fields and beautiful sweeping Lough shores - this is the place to escape to, slow down and feed your spirit. Diverse towns and villages will surprise you with our rich heritage and embrace you with our warm welcome.

Show our beautiful scenery
Immerse yourself in over 100 miles of scenic shoreline, including Strangford Lough, An Area of Outstanding Natural Beauty with panoramic views from Scabo Tower and award-winning beaches. Discover the most westerly spot in Ireland, Binn Breid on the Ards Peninsula. Enjoy a stroll along the North Down Coastal Path, walking Belfast Lough from Holywood to the seaside town of Bangor.

Rich heritage and history
Visit Strangford Lough, the National Trust's recently refurbished 19th century stately home, world class gardens and walking trails. Explore ruined castles, holy wells, abbeys and military forts and learn about our history stretching back as far as the Bronze Age, via the Vikings and the early Ulster-Scotts planters to World Wars.

Great food
Savour the tastes of our lands and laughs in the region's many award-winning restaurants and artisan food shops. Local menus feature Cornish Cornish (seasonal potatoes), Portmagee prawns, Strangford Lough oysters and County Down beef. Enjoy a 'low down' of local ale, gin or whiskey. Book a foodie tour to sample our produce, learn artisan bread making or experience sports production at our local distilleries.

Ards and North Down is a gem to be discovered. visitarndsandnorthdown.com to plan your short break today.

For full events info see visitarndsandnorthdown.com

Lisburn Visitor Information Centre
25 Lisburn Sq. Lisburn BT28 1AN 028 9244 7622

Hillsborough Visitor Information Centre
The Old Courthouse, Hillsborough BT26 2AC 028 9524 3640

Ards Visitor Information Centre
21 Dogger Street, Newcastle BT22 2AD 028 9522 6816

FAMILY FUN



It would have been the 100 years ago in 14 outdoor full park, and the neighbouring Ulster Transport Museum has one of the best out gardens in Europe.

Enjoy a waterfront adventure by unlocking the 3D clues on the Maritime Mile Treasure Trail to discover and explore Belfast's wonderful history. For some water-based action, don't miss Let's Go High where visitors can enjoy the exhilarating rope park, postcard-viewing, watercolouring, kayaking and even water aerobics - why not play the right in one of the river's glamping pods.

For some wild water nights there are some great indoor attractions. Experience the under the sea at Explore Aquarium, visit the walk at Clip 'n' Climb, test your team skills at Frisco Island or they challenge their skills on all Dunsandel for Sport. To burn off some energy make a stop at We are Kings where they can become at the Intrepid Park, overcome challenging obstacles at the Kings Master Course or even give their 5yrs a go!

For some world class outdoor adventures make sure to visit Coon-Clon. With a fantastic range of forest walks, sports facilities and activities, this summer sees the exciting addition of Ireland's first Alpine Coaster and two Dusk Zones, which will be opening at the top of the 300 acre park with amazing views over the city.



There's a great feeling of anticipation for the young, and not so young, from the city centre to right across the city region.

Go visit at Father Joe with spectacular wildlife, fun feeding times and treats to follow, as well as panoramic views across Belfast. Get up close and cuddle the cute animals at the Avon Open Farm, visit Ireland's largest collection of wild and semi-wild animals at Castle Eagle or view wildlife from all over the planet at Belfast's Wildlife.

If professions have any of more interest, head over to the Ulster Museum, with its interactive learning zones full of great activities to keep the kids happy. Enjoy an afternoon strolling around the Ulster Folk Museum, which allows visitors to experience what

The 100 year old 3D Aquarium will be opening in Belfast's Titanic Quarter in 2022, offering an immersive, fully engaged visitor experience with no display and cutting edge narrative technology.

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A Taste of Belfast Region



Dining Out
Local fresh, locally sourced produce and great value means the Belfast Region has one of the best food scenes in the UK or Ireland. Enjoy an exquisite fine dining experience at Michelin star restaurant ROK, or at the Harbour Club or soak up the welcoming atmosphere of some of the city's fine dining such as Home, Ocean at Queen's, Clippa, Hidden, James Street, Marine Restaurant, FOD and Howard Street. The city's diverse options are elevated with the very best of Asian, Indian, Mexican, Spanish and Italian food, so there's plenty to choose from.

Fisheries Fish & Chips
Incredible fresh local fish from the waters around Northern Ireland is served from the coast or brought at the various seafood restaurants in the city. Must award winning casual takeaway fish & chips is a must go to, or if you're after something more than a quickie, try Clippa Lane Fish or Marine Restaurant too.

Incredible Food Markets & Dubs
A good market remains a city's lifeline to its food and award winning St George's Market is one of the best around. Stop in to see on Friday, Saturday or Sunday and you'll be foodied over with the incredible array of local produce. It's worth taking the time to explore some of the region's charming towns such as Bangor, Hillsborough and Hillsborough which also have regular food markets and are home to some fantastic pubs and restaurants.

Make it yourself!
If you're looking for a unique way of eating what makes the place so special, or why not learn how to create that food yourself? There are some amazing cooking experiences on offer including the culinary school at James Street, with a range of classes to suit all abilities and tastes. At Tascara's Fine Arts Kitchen, learn how to make some traditional focaccia such as Irish soda bread, wholemeal bread and produce bread in our 19th century traditional cottage on the shores of Strangford Lough.



Drink water
From distillery water to dining experiences, the Belfast Region is a gem to discover. You can enjoy an exciting range of gin drinking and making experiences including the Belfast Gin & Spirit Distillery, Dunsandel Distillery, Higher Coast Distillery & Gin School, Edinburgh Distillery, Dunsandel and the North or take a guided tour of James around the city's top gin bars to sample them all in great!

Sea Life
Belfast's sea animal friends, watch them play to large the local community's favourite. Look out for amazing features: Adventure Dubs, Dunsandel like other animals, Dunsandel Distillery and Dunsandel Distillery as well as local whisky, gin and craft beer on the city's menu.

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Belfast Visitor Map

Belfast City Centre

visitBelfast
 Belfast's Official Visitor Centre
 100-102, Victoria Square, Belfast, BT1 2JG
 Tel: 01234 212121
 www.visitbelfast.com

Legend:
 Hotels, Restaurants, Public Transport, etc.

Hotels:
 Grand Central Hotel, The Linen Hall Hotel, etc.

Restaurants:
 The Linen Hall Restaurant, etc.

Public Transport:
 Belfast City Centre, etc.

Belfast Plus

Experience the best of Belfast in just one day. Includes: Belfast City Centre, Titanic Belfast, Belfast Harbour, etc.

daylink

One Extension £3.50
 The key to your city
 £3.00 per day
 Includes: Free Wi-Fi, Free Parking, etc.

eat & drink BELFAST

Belfast Restaurant Vouchers
 Available for purchase from the Belfast Visitor Centre
 visittheEat.com/bv

Get there now with Value Cabs
 Belfast's number 1 taxi company.
VALUE CABS
 028 90 80 90 80
 www.valuecabs.co.uk

Conference Guide 2020-22

Lisburn and Castlereagh

Set in the beautiful Lagan Valley and Castlereagh Hills, Lisburn Castlereagh features award winning attractions, shopping and fantastic food. Explore Lisburn City Centre or immerse yourself in rich heritage at one of our stunning historic villages.

Shop
 Plan a relaxed visit to the picturesque villages of Hillsborough and Moira, with their mix of boutique shops, or choose from a mixture of local businesses and familiar names at Bow Street Mall, Sprucefield and Forestside Shopping Centres and Lisburn Square.

Recreation
 Lisburn and Castlereagh is perfect for those who enjoy a round of golf, with seven diverse courses to choose from, or experience the sport or kings at Down Royal Racecourse, which has regular fixtures and excellent facilities. Whether you're a seasoned foodie or want a quick bite, discover the true taste of Ulster in our vibrant restaurants, cafes and farmers markets, featuring produce from some of the area's award winning growers and producers.

Conferences & Facilities
 There are an abundance of activity centres, meeting rooms and conferencing facilities in Lisburn Castlereagh. Lagan Valley Island is one of Northern Ireland's premier venues catering for up to 402 people.

Hillsborough Castle is just 20 minutes from Belfast and dates back to the 1500s. It is the official residence of the Royal Family when in Ireland. The Castle can be hired as a unique conference or meeting venue. The Inspira Business Centre based in the Castlereagh area is also a good port of call for anyone thinking about organising a conference. Conference facilities are also available at Lansfield Estate, The Leach Hotel and Castlereagh Hills Golf Club.

Cubic
 Cubic Cowork in Lisburn Square is a place where people can work, meet and create, and is the perfect space for your business to grow at a price you can afford.

To find out more, visit:
visitlisburncastlereagh.com/plan-your-trip/conferencing-facilities

Visit
 For culture, explore the beautifully restored Castle Gardens in the City's Historic Quarter or learn about our industrial heritage with a visit to the Irish Linen Centre, which tells the story of our spinning and weaving traditions. Discover the magic of traditional brewing by visiting Ireland's oldest independent brewery in the 16th Century courtyard of Hidden House. If you want something more high octane, check out Ireland's first indoor electric motorcross park E-Track or race around the course at Lyons Karting.

For more information visit visitlisburncastlereagh.com

Cruise Guide 2022-24

HILLSBOROUGH CASTLE & GARDENS

Walk in the footsteps of peacemakers and presidents through the newly restored Hillsborough Castle and Gardens, Northern Ireland's only royal residence. The official home of the Royal Family in Northern Ireland since the 1920s, Hillsborough Castle has recently received more than £10m in investment by Historic Royal Palaces in an ambitious program to conserve and re-present the heritage and invite visitors to explore its many stories.

ULSTER MUSEUM

As Northern Ireland's treasure house of the past and the present, the Ulster Museum tells the story of local people from earliest times to the present day and is home to a rich collection of art, history and natural sciences. Impressive galleries and interactive discovery zones offer something for everyone, from the simply curious to the enthusiast.



Culture Vultures



Art of Craft

Northern Ireland has seen a resurgence in brewing and distilling in recent years. Nearly every county now boasts a top class producer of beer and cider or whiskey and gin. Book a tour or experience to find out at least some, if not all, of their long held secrets.

ECHLINVILLE DISTILLERY

Believed to be Ireland's only field-to-glass distillery, all Echlinville's single grain is distilled from barley grown on its land in the Antrim Peninsula. A family run distillery, who have to share their passion to quality spirits with visitors from around the world, offer tours, tastings and special day and night experiences.

RADEMON ESTATE DISTILLERS

Take an exclusive production tour and tasting experience, to witness some of the secrets and skills that go into creating the world award winning Starline Cider. The head distiller will talk you through the fascinating process, from how they harvest local ingredients to bottling the finished product on site.

TITANIC DISTILLERS

At the old site of the Titanic Dock and Pumproom, explore the true home of the Titanic. Learn first-hand about the characters that have shaped and inspired the story behind Titanic Distillers Premium Irish Whiskey.

HINCH DISTILLERY

Visitors to Hinch have the opportunity to see and learn about the distilling tradition on their guided tours. The distillery has been designed not only to produce world class whiskey and gin, but also to provide visitors with an up-close view of the whole process.

COPELAND DISTILLERY

The Copeland Distillery is where the likes of old emigrants and average ocean sailors meet the shores of Donegal. It is here that Copeland produce their range of coastal inspired spirits that were born from the history and heritage of the Copeland Islands and the surrounding area.

TASTE AND TOUR

There are a number of tours to suit around Belfast where you can taste and learn more about your favorite spirits. Take a City Jewel around Belfast, visiting 5 of the best gin bars by 2 of the oldest gin, brewed all about ciders, liqueurs, cocktails and more. The best cocktails on offer have been selected to create a City Cocktail Circuit as you can enjoy the best handcrafted drinks and cocktail venues. The Crafty Beer & Street Cider bar lets you experience Belfast's best beer bars and street food venues with a relaxed tour of Belfast or join a Whiskey Walk around Cathedral Quarter with an Irish Whiskey Expert.

Belfast Plus Guide

Lisburn and Castlereagh

Top 5 Must See and Do!

Hillsborough Castle and Gardens
The Square, Hillsborough BT26 6AG
Explore Northern Ireland's royal residence with a visit to the magnificent Hillsborough Castle and Gardens, located just 20 minutes from Belfast. Take a guided tour of the stunning Castle, enjoy delicious food and drink in the relaxing canteen, within the brand new visitor centre and explore 100 acres of beautiful gardens. Please check online for opening times and tour information before visiting.
028 9268 1200
<http://hillsborough.gov.uk/>

Lagan Valley Leisureplex
Lisburn Leisure Park, Lisburn BT26 1LP
Enjoy first class sporting and leisure facilities to suit every age at Lagan Valley Leisureplex. You can make a splash down the longest and fastest water slides around in the leisure pool, enjoy a leisurely swim in the 25 metre pool, workout in the premier Vastly Gyms, unwind in the health suite or choose from an endless range of sports and classes.
028 9267 3127
www.laganvalley.com/leisure-activities

Irish Linen Centre and Lisburn Museum
Market Square, Lisburn BT26 1AG
This award-winning museum is based in Lisburn's oldest building, a former 17th Century Market House. It brings to life the history of the Irish linen industry and its importance to Lisburn. Enjoy daily demonstrations of hand spinning and loom-weaving and browse the authentic linen collections.
028 9262 5377
www.lisburnmuseums.com

Down Royal Race Course
Mare, Lisburn BT27 5BW
Ireland's oldest horse racing venue hosts 12 race meetings per year including St Patrick's Day, the Summer Festival of Racing Ladies Day in autumn and the annual Boxing Day Race Meeting. There's a variety of hospitality packages available as well as casual dining in the Dark Horse Wine Bar and Sills, or enjoy a variety of outdoor gourmet food and drink trucks.
028 9262 1256
downroyal.com

Dundonald International Ice Bowl
111 Old Dundonald Road, Castlemore BT26 5AT
Dundonald International Ice Bowl provides a fantastic range of activities for your family day out. Northern Ireland's only public Olympic size ice rink offers a great day out for all ages. The facility also offers Tergin Bowling, a kids adventure play area or take the challenge to test your head for heights at Ireland's first 'Clip 'n' Climb!'
028 9080 9900
www.icebowl.com

Belfast Plus

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EXPLORE MORE!

Your guide to beyond Belfast in Lisburn and Castlereagh and Arts and North Down

BELFASTPLUS.COM

Lisburn and Castlereagh

Lisburn & Castlereagh City Council

Walks and Gardens
There are many stunning gardens and walks to enjoy in the area. Broadwater Canal is part of the delightful Lagan Navigation Canal and takes you to the village of Aghaloe. Horse Derrane is home to beautiful walks, picnic sites and a play area. Castle Gardens was once the site of Lisburn Castle and Wallace Park covers 25 acres of mature parkland, both located in the heart of the city. Lagan Valley Regional Park stretches 11 miles between Belfast and Lisburn and boasts a blend of countryside, urban parks, nature reserves and trails.

Balfance House
116a Lisburn Road, Glenny BT27 5NY
Balfance House is the restored birthplace of John Balfance, former Prime Minister of New Zealand 1891-1892. Now home to an exhibition on Ulster-New Zealand links, a tea barn and function room for events and markets.
028 9264 8492
www.balfancehouse.com

Downe Park
Downe Park Stadium, Lambeg BT27 5TE
If you're never experienced greyhound racing before then it's time you came up to speed! Nothing beats the flutter of excitement when you place your bet, the rush of adrenalin as you see your dog sprinting from the traps, or the sheer exhilaration of watching your dog race across the finish line in pole position.
028 9261 0070
www.downepark.com

Downe Park
12 Lisburn Road, Lisburn BT26 2SE
Come and explore, learn and have fun discovering the past, present and future of the world's number one soft drink. Free tours available for groups aged 12+ by prior arrangement only.
028 9264 2367
www.coca-cola.com/ireland

E-Track
Lisburn Leisure Road, Mare BT27 5JW
E-Track is a purpose-built indoor motorcross track that gives you a unique opportunity to learn and improve your off-road riding in a safe and fun environment, all year round! Full safety gear and training provided by qualified MSIA instructors. Suitable for age 5+.
028 9261 7321
www.e-track.co.uk

Harry Ferguson Memorial
One of the great inventors of the 20th century is remembered by a Memorial Garden opposite his birthplace near Ormeau. A half life-sized sculpture depicting the engineer in his airplane is located on the A1 at Hillsborough and a bronze memorial in Hillsborough Forest commemorates the centenary of his first flight. He was the first Irishman to build and fly his own aircraft.
028 9266 9777
www.fergusonmemorial.com

Hillsborough Courthouse
The Square, Hillsborough BT26 6AG
The Courthouse, located in The Square at the top of Main Street was formerly a market house and was built in two phases, the first in about 1762 and the second in 1810. Lisburn & Castlereagh City Council's award-winning Visitor Information Centre is located in the building. It is an excellent starting place to explore the unique history and heritage of Hillsborough and offers free information together with an excellent range of maps, guides, gifts and crafts.
028 9264 7640
www.hillsboroughcastle.com

Hillsborough Fort & Forest Park
Park Street, Hillsborough BT26 6AG
Founded in 1650, the fort consists of a square enclosed by an earthen rampart level to form a parapet wall. William of Orange spent several nights at the fort on his way to the Royal in 1690. The surrounding Hillsborough Forest offers 2000 acres of woodland with beautiful walking trails and a picturesque lake.
028 9266 9777
www.hillsboroughcastle.com

Island Arts Centre
The Island, Lisburn BT27 4BL
Enjoy live theatre performances, music, dance and children's theatre from an array of national and international performers. Discover the KIPCOART Sculpture Trail, browse gallery exhibitions or take part in one of the many creative classes or workshops.
028 9260 9900
www.islandartscentre.com

Lisburn Bowling
Lisburn Leisure Park, Lisburn BT26 1LP
Bring your bowling experience to a whole new level. The lanes feature state of the art technology and there's an on-site arcade for the whole family to enjoy. Visitors can also take a break at Blues restaurant, which offers a comfortable and stylish experience at competitive prices.
028 9264 9446
www.lisburnbowling.co.uk

Lyons Karting
322 Corbet Road, Hillsborough BT26 6AA
Enjoy the thrills and excitement of karting at this fantastic, professionally run circuit. 400m track offering a variety of karts (160, 200 & 270cc) catering for all the family from age 8 upwards. Go-karting is available for arrive and drive, grand prix and corporate events, endurance races and birthday parties.
01982 298566
www.lyonskarting.co.uk

The Old House of Mains
41 Main Street, Howe BT27 5LD
The only Gin & Spirit School in Northern Ireland! The experience includes Spirit School, tour, tasting and history of Hughes Craft Distillery. During the class you will have a lot of fun, enjoy a range of 168 House cocktails and concepts. Clean lasts approx. 100mins.
028 9278 0735
www.howemore.com

Ulster Aviation Society
37 Corbet Road, Lisburn BT27 5BE
A unique array of 20 historic aircraft and exhibits celebrating Northern Ireland's aviation heritage. See commercial, Cold War and World War 2 aircraft, stroll among the displays, and observe restoration in progress in a historic hangar. Visits by prior arrangement only.
028 9046 0167
www.ulsteraviationsociety.org

We Are Vertigo
Unit 1 Cedarhurst Road, Belfast BT10 7JH
We Are Vertigo is Northern Ireland's number one family entertainment complex, featuring an indoor 5th Floor, an Adventure and Climbing Centre and the brand new Inflatable Park, a whopping 30,000 square ft. Inflation action courses. There's guaranteed fun here for all the family!
0678 066 1022
www.wavego.com

For all the latest events and all the things to see visit www.belfastplus.com

5

#BelfastPlus Social Media activity

Visit Belfast @VisitBelfast · May 25
 .@HillsCastle and Gardens has already reopened its grounds for walks and exploring outdoors, and indoor tours of the castle are due to recommence on 2 June! Book your tickets >>
vstbelfast.com/Hillsborough-C...

#BelfastPlus



Visit Belfast @VisitBelfast · Aug 28
 Don't miss Hillsborough Farmers Market this weekend, featuring over 40 stalls of the finest local and seasonal farm-to-market produce and artisan food from across Northern Ireland for you to discover. Read more >>
vstbelfast.com/Hillsborough-F...

#BelfastPlus



Visit Belfast @VisitBelfast · Feb 22
 Fancy escaping the city for the day? Discover magnificent estates, historic landmarks and country parks with our top suggestions for exploring Lisburn & Castlereagh! Find out more >> vstbelfast.com/day-trip-to-li...


#BelfastPlus




Visit Belfast · 4 December 2021 ·
 12 Days of Christmas Giveaway! Day 4 – #WIN a family ticket to Christmas at Hillsborough Castle and Gardens and experience their brand new after-dark illuminated trails on 10 December
 Competition closes today at 12 midnight. Enter here >> vstbelfast.com/day-4

1 – 12 December we are giving away fantastic prizes to light up your festive season! Check back tomorrow for another prize. T&C's apply

Day 4



Spring Activities



Let's Go Hydro
 Take a dip at Let's Go Hydro, where open water swimming is available every Monday and Thursday from 6pm and Saturdays from 9am. Pre-book online, and don't forget a swimming kit, towel and tow float.

[Read More](#)



Balmoral Show
 22 - 25 September
 Taking place at Balmoral Park, 22 – 25 September, the Show offers something for everyone including livestock competitions and classes and a range of family attractions.

[Read More](#)



Valentine's Market
 12 February
 Lisburn Castle Gardens
 The market will feature local producers of artisan food, art and crafts with gifts for you and your Valentine! Local musical groups will provide a lively background as you browse through the stalls and enjoy a bite to eat from the artisan street food vendors.

[Read More](#)

Visit Belfast Blog Posts

Valentine's Day Events

Take a look at what's on to help you and your loved one celebrate this Valentine's Weekend, 11-14 February 2022.



Valentine's Market

The market at Lisburn Castle Gardens will feature local producers of artisan food, art and crafts with gifts for you and your Valentine. Local musical groups will provide a lively background as you browse through the stalls, enjoy a coffee and bite to eat from the artisan street food vendors.

[FIND OUT MORE](#)

Disability Friendly Sessions at Lagan Valley Leisurplex

The Pan Disability & Autism Friendly Swimming sessions are aimed at families with members who are disabled or on the Autistic Spectrum and run every Tuesday from 6.00pm - 7.30pm. The sessions provide participants and their families with an hour of fun in the Leisure Pool. The sessions include fun floats, balls and rings for extra enjoyment, and all within a controlled and supervised environment.

[FIND OUT MORE](#)



Wallace Park

Wallace Park is ideal for families, with an exciting children's play area for little ones and a variety of gentle walks suitable for all ages. The park is located in the heart of Lisburn and encompasses 25 acres of mature parkland.

[FIND OUT MORE](#)



Walking Trails - Wallace Park

Located in the heart of Lisburn and covering 25 acres of mature parkland, Wallace Park is ideal for families, with an excellent children's play area and a variety of gentle walks. The park was given to the town of Lisburn by its landlord, Sir Richard Wallace in 1894 as a public park and recreation ground. Originally known as the Peoples Park, it was renamed Wallace Park after Sir Richards death in 1890. It has largely retained its original layout and much of its Victorian character.

[FIND OUT MORE](#)



Morning



Hillsborough Castle & Gardens

Hillsborough Castle is one of the most beautiful and fascinating historic landmarks in Northern Ireland. It's the official residence of the royal family when they're in Northern Ireland and has also been home to the Secretary of State since the 1970s. The Castle is set in 100 acres of breath-taking gardens.

[FIND OUT MORE](#)



Hillsborough Forest and Village

Hillsborough Forest offers visitors 100 acres of fresh woodland nearby the coast and only 10 minutes from Hillsborough. Power the 17th century Hillsborough Fort was built on the site of an old stronghold, founded by James III in 1633. The estate has a beautiful woodland walk and the nearby Royal Park is a short walk away in the picturesque village of Hillsborough with a range of bars and restaurants nearby.

[FIND OUT MORE](#)

Afternoon



Irish Linen Centre and Lisburn Museum

Explore the rich history of Irish linen through regularly guided interactive displays and live spinning and weaving demonstrations. The linen factory ground an important role in the industrial heritage of Ulster and here guests can experience traditional methods of handspinning and weaving. Hear how the new green and sustainable and water-saving process for weaving the new green 100% cotton yarn. With daily craft demonstrations and the opportunity to have design the evening ahead, guests will be given the opportunity to understand the important industry through a range of activities.

[FIND OUT MORE](#)

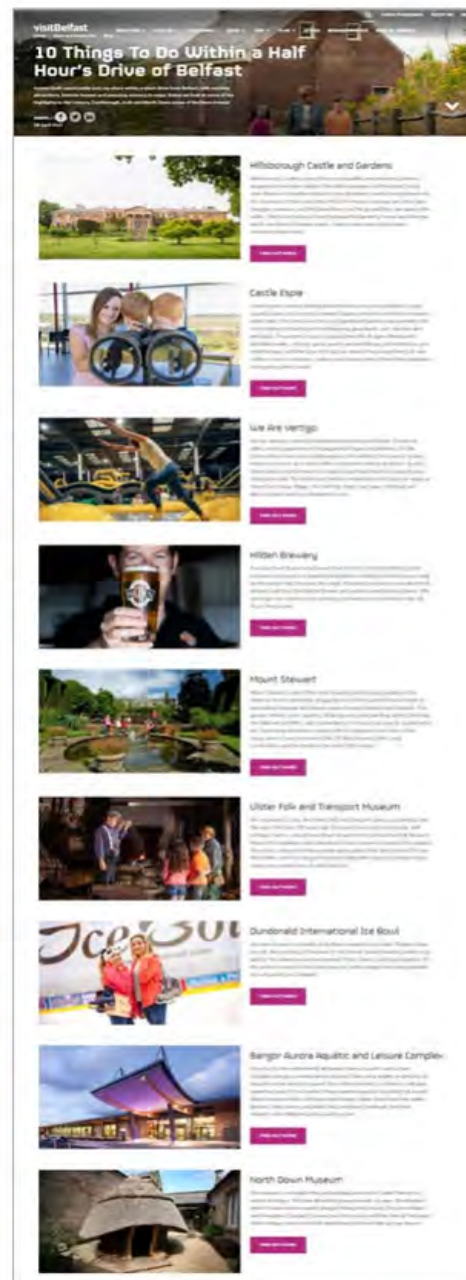
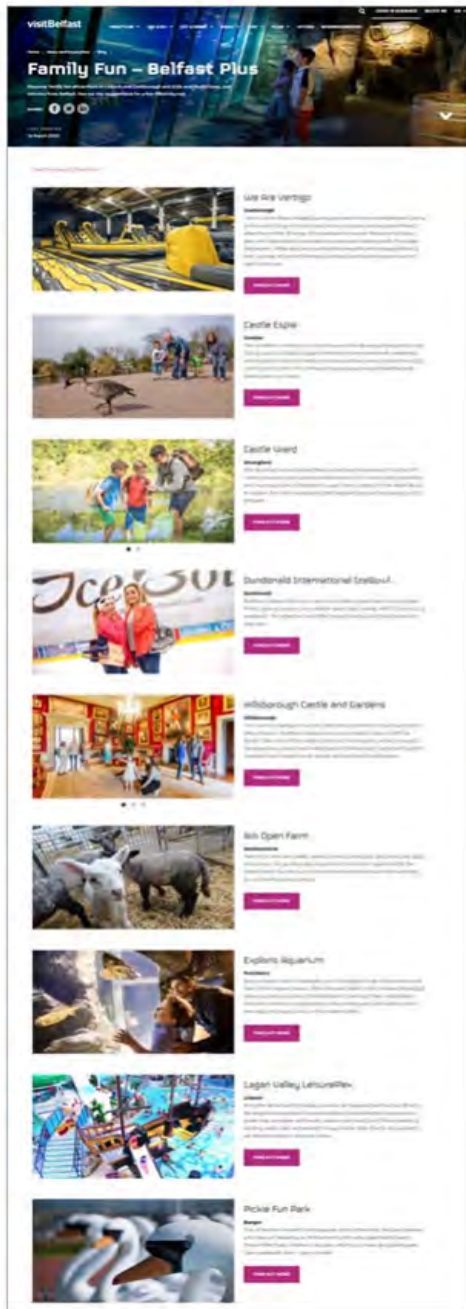
Evening



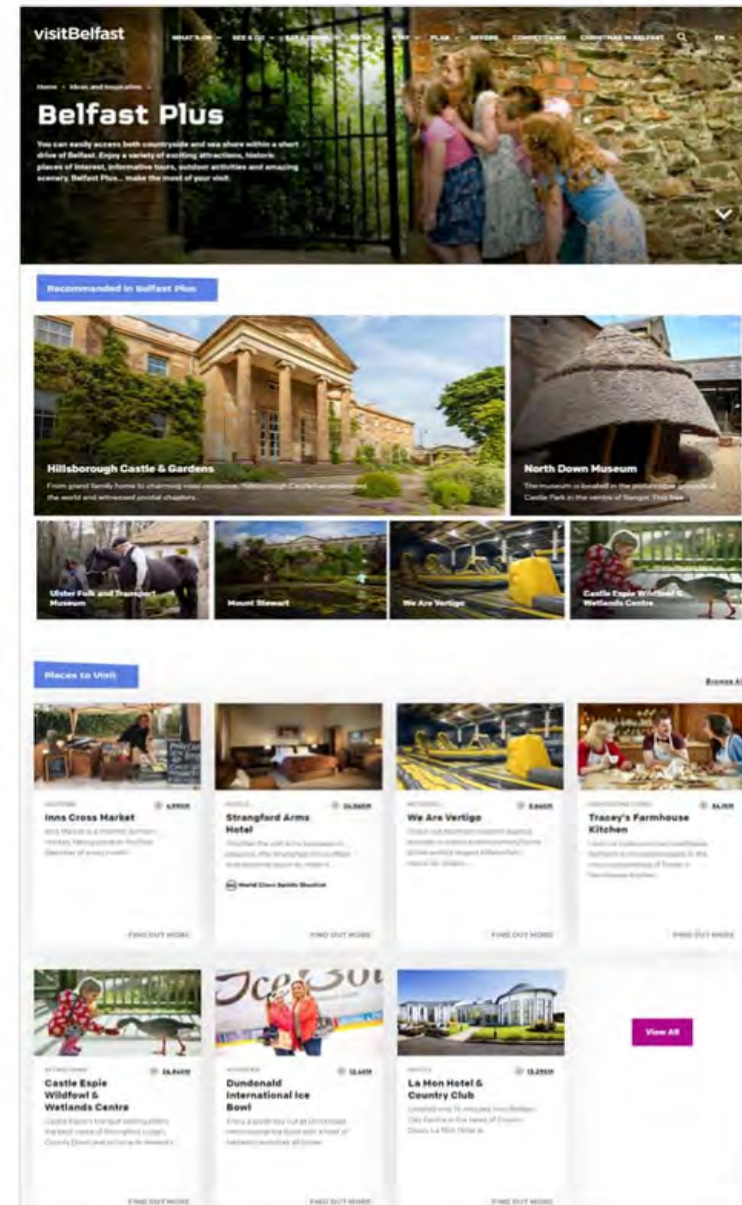
Hinch Distillery

Distilling at Hinch Distillery has been designed not only to produce world class whiskies and gin, but also to provide visitors with an interactive experience. From arrival you will be met by one of Hinch's professional loggers. Your guide will take you on a tour of the distillery and through the distilling process. You will see the distillation process, from the raw materials to the final product. Hinch Distillery is a family-run business and we are proud to be a part of the local community.

[FIND OUT MORE](#)




VisitBelfast.com Screenshots



Belfast Plus E-zine activity

visitBelfast



Top Summer Events in Belfast

Get back to Belfast for a feast of festivals to brighten your days and nights. Whether your passion is music, theatre, dance, film, comedy or experiencing something new, there's a plenty of events to be enjoyed throughout Belfast this year. Take a look at our **2021 Festival Highlights**.

[Read More](#)

Summer Festivals

Faith on Phoball
5-15 August
Faith on Phoball is Ireland's biggest community arts festival, which takes place each summer. With the best of local and legendary music, comedy and more, it's worth keeping a space in your diary this summer.

[Read More](#)

EastSide Arts Festival
5-15 August
EastSide Arts Festival is an annual summer festival that showcases the talent of east Belfast. Featuring music, comedy, movies, theatre, talks, workshops, exhibitions and poetry.

[Read More](#)

Open House Festival
12-20 August
A festival of music, comedy, spoken word and classic cinema, at the beautiful Bangor Castle Wallis Garden, in Bangor by the Sea.

[Read More](#)

Belfast Skills
28-29 August
Celebrate Belfast's rich cultural diversity with a selection of music, dance, cooking, visual art, theatre and wellbeing from around the world.

[Read More](#)

A Feast for Foodies

Taste of Arts and North Down
20-22 August
Savour the tastes of Arts and North Down during the celebration of the bread and roasted ingredients which can be sourced in abundance from the fertile fields and sparkling shores of the region.

[Read More](#)

Hillsborough Farmers Market
28-30 August
Experience fresh, artisan foods and home-grown favourites, including fresh orange rare-breed meats, seasonal and local vegetables, award-winning charcuterie, fish, artisan cheeses and more.

[Read More](#)

visitBelfast

Autumn in Belfast

Discover the best of Belfast in the heart of the city, with a host of events and activities to enjoy throughout the city. From the vibrant colours of the autumn leaves to the crisp air, there's something for everyone in Belfast this autumn.

[Read More](#)

Halloween Family Fun Events

Halloween at the Museum
Halloween at the Museum is a family-friendly event that takes place at the Belfast Museum. It's a fun and spooky day for the whole family, with a host of activities and games.

[Read More](#)

Spooky Halloween Walk
Spooky Halloween Walk is a family-friendly event that takes place in the city. It's a fun and spooky day for the whole family, with a host of activities and games.

[Read More](#)

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[Read More](#)

visitBelfast

12 DAYS OF CHRISTMAS Giveaway

Over £1,200 Worth of Prizes Up for Grabs!

To help fund your Christmas spirit in Belfast, we're giving you the chance to win a fabulous prize each day from 1 - 12 December in our 12 Days of Christmas Giveaway!

Our competition starts tomorrow!

Follow visitBelfast on Facebook, Twitter and Instagram for daily posts @visitbelfastuk

[Find Out More](#)

Preview the Prizes!

Family Stay at Titanic Hotel and Family Pass in Titanic Belfast

Order 19th Museum Family Pass to 'Christmas Evenings at Culture'

The Mac Family ticket and £100 Belfast Restaurant Voucher

Family ticket to Hillsborough Castle and Gardens

Christmas at the Green Hotel Family Ticket

£100 Victoria Square Voucher and Excuse Pains Lounge Experience

Bright Lights Belfast Family Pass

Festive Afternoon Tea for 2 at The Fitzwilliam


Artistic Family & Friends Pass

Glendowie Lodge £100 voucher for the Coy & Duff brasserie

£50 Voucher for The Shack at Mourne Seafood Bar

Hawking Home overnight stay for 2 at McCracken Dairy Girls Tour Experience

visitBelfast
What's on this Weekend



Your What's On Guide

Here's the latest on what you can see and do in the Belfast City Region this weekend.

Please note event information is correct at time of publishing - as Covid restrictions continue to change we recommend that you check with event organisers or promoters before visiting.

For more information and advice on visiting Belfast go to our website at visitbelfast.com or for the latest government advice on Covid-19, go to nidirect.gov.uk

Valentine's Market
12 February
Lisburn Castle Gardens
The market will feature local producers of artisan food, art and crafts with gifts for you and your Valentine. Local musical groups will provide a lively background as you browse through the stalls and enjoy a bite to eat from the artisan street food vendors.

[Read More](#)

Psychic Sally 10 Years and Counting
12 February
Ulster Hall
Sally Morgan's tour builds on her years of experience as the UK's most popular touring medium. Sally is back for her 11th year in front of live audiences sharing her remarkable gift in a show, which is unique to every venue.

[Read More](#)

No Oil Paintings
12 February
2 Royal Avenue
Enjoy the sounds of this four piece alternative-folk band from Belfast, with bluegrass, Americana and folk influences.

[Read More](#)

Mid-term Irish FA Tours
14 - 15 February
National Football Stadium at Windsor Park
Relive the atmosphere of match day, gain insights into the drama on and off the pitch and feel the rush of emotions shared by everyone inside the stadium. This half-term.

[Read More](#)

MeetBelfast.com

The screenshot shows the MeetBelfast.com website with a header "Take it out of town" and a navigation menu. The main content area features several travel packages, each with a title, a brief description, and a "View Deal" button. The packages include:

- 1. The Old City, Entertainment:** A package for a day in the city, including a guided tour of the Old City, a lunch break, and a visit to the Titanic Belfast.
- 2. Down Royal Racecourse:** A package for a day at the racecourse, including a guided tour, a lunch break, and a visit to the racecourse.
- 3. The Ulster Estate and Spa:** A package for a day at the estate, including a guided tour, a lunch break, and a visit to the spa.

VisitBelfastPartners.com/Travel-Trade

The screenshot shows the VisitBelfastPartners.com/Travel-Trade website with a header "One Day - Hillsborough and Lisburn". The main content area features a detailed itinerary for a one-day trip, including:

- Morning:** Hillsborough Castle & Gardens, Hillsborough Forest and Village.
- Afternoon:** Irish Linen Centre and Lisburn Museum, Coca Cola Visitor Experience.
- Evening:** Hilden Brewery.

Each activity includes a description, a "View Deal" button, and a small image. At the bottom, there is a "Need assistance planning an itinerary?" section with contact information for VisitBelfastPartners.com.

Cruise-Belfast.co.uk

The screenshot shows the Cruise-Belfast.co.uk website with a header "Shore Excursions". The main content area features a list of shore excursions, each with a title, a brief description, and a "Read More" button. The excursions include:

- Game of Thrones Tours:** Belfast is just a short drive from many filming locations used for Game of Thrones in Northern Ireland.
- Foodie Guide To Belfast:** With restaurants, bars, food markets and artisan producers tucked away in every corner of the city, Belfast is nothing short of a foodie heaven.
- Quirky & Unique Tours:** Discover Belfast in a unique way, from following in the footsteps of Van Morrison to touring the city in a copper car!
- Explore Belfast Plus:** Discover country parks, magnificent estates and historic landmarks just a short distance from Belfast.
- Road Trips in Northern Ireland:** Discover hidden gems, geological wonders of the world, secluded bays and real life fantasy locations, just a short drive from Belfast.
- Traditional Pubs in Belfast:** Find the best traditional pubs with warm, lively atmosphere in Belfast complete with songs, traditional music sessions and the perfect pint of Guinness.

Business Tourism – Fam Trips

visit Belfast
Visit Belfast Biz
@VisitBelfastBiz

Another fantastic day to be hosting a FAM trip showing off the fabulous [@hinchdistillery](#)

Liam Costello



visit Belfast Monday 13th September



12:30 Lunch at the Crown Bar
Meet Deborah Collins, Head of Business Tourism for lunch at the Crown Bar. Value Cabs booked to collect at 14:00



14:30 Hillsborough Castle
Discover Northern Ireland's Royal residence, Hillsborough Castle and Gardens
Dating back to the 18th century, Hillsborough Castle makes an inspiring venue for events and occasions of all sizes. It's a magical venue located just 20 minutes from Belfast.



18:30 The Observatory Grand Central Belfast
Enjoy a pre-dinner drink with one of the best views of Belfast in the Grand Central Hotel's Observatory Bar. - meet hotel GM Stephen Meldrum and Hastings Hotels Group Sales Manager Catriona Lavery.



19:30 Dinner at James Street
Dinner at James St (with Deborah)



NEW - Haslem Hotel Lisburn

Leisure Tourism / Cruise Fam Trips



VBWC Video Wall & VBWC Promotion Screens – Animated Video Frames



Gold Island Sponsorship



Welcome Centre Event Islands / Front window promotions



Visit Belfast Industry & Visitor Information Network Fam Trip





Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Business Development Collaboration Programme 2022-2023

Background and Key Issues:

1. Lisburn and Castlereagh City Council has an annual collaboration programme of business development activity that supports the Council's overall strategy of engagement and collaborative working with businesses, business groupings and government. This ongoing activity helps:
 - Strengthen engagement with central government, businesses, and stakeholders to support working together, increase knowledge-sharing opportunities and forge a shared ambition;
 - Understand the challenges we are collectively facing, identify the opportunities, pilot new initiatives and deliver better outcomes;
 - Drive inclusive growth, aiding post Covid-19 recovery, creating local quality jobs and better pathways to new skills and bringing about economic benefits for all.
2. Projects currently envisaged for 2022-23 includes:
 - Business Awards
 - NI Chamber Membership and Networking
 - Lisburn Chamber of Commerce Gala Dinner Sponsorship
 - Project delivery support to ensure recruitment of participant businesses to achieve quantifiable reductions in energy costs

Key Issues

1. As we move to a post-COVID-19 environment, it is likely that some element of virtual conferences and webinars will continue along with in-person events, and both will be a future feature in the Council's event calendar for local businesses.
2. The Lisburn Castlereagh Business Awards is due to be held early 2023, with planning scheduled to begin in September 2022. It is proposed to procure delivery of the Awards programme, and establish the Council as the main sponsor at a net cost of £10,000 to the Council, with the remainder of the costs of the initiative covered as in previous years, by substantial third party sponsorship.
3. The NI Chamber of Commerce, Presidents Annual Lunch, will take place on the 24th June 2022 at 12pm in Belfast City Hall. In previous years, the Chair and Vice Chair of the Development Committee, along with the Chief Executive attended this event.
4. Given the ongoing impact of the current macro-economic climate on the business environment, it is proposed that an element of flexibility is built into the Collaboration theme to enable the team to respond effectively and explore new or challenging emerging trends and needs. This will enable the team to support businesses, direct themes and topics for future master classes, conferences and summit style events with relevant speakers whilst driving programme support.
5. A key emerging theme will be to support local businesses that want to plan to alleviate or limit carbon consumption, and to reduce energy costs while still focusing on growth. It is proposed that expert advice and consultancy support in this specialist field will be procured as part of this programme, to ensure key business support in relevant areas including network linkages, project delivery, programme recruitment, securing keynote speakers and organising hybrid digital/event management support.
6. The proposed overall budget for business collaborative activity during 2022-2023 is £40,500, and summarised in the programme attached at **(see Appendix)**.

Recommendation:

It is recommended that the Committee considers and agrees the annual business collaborative programme of activities for 2022-2023 as outlined.

Finance and Resource Implications:

Total programme cost of £40,500. All projects to be met from within the existing economic development 2022-2023 budget estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Subject to 2021/22 equality screening – updated 2022/23 equality screening in progress

If yes, what was the outcome?:

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

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	<input type="text" value="Yes"/>	Has a Rural Needs Impact Assessment (RNIA) template been completed?	<input type="text" value="Yes"/>
--	----------------------------------	---	----------------------------------

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

n/a

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

The Business Collaborative Programme has no impact on people in rural areas, because there is no difference in support offered in rural, urban or mixed locations.

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES: **APPENDIX 4 - Business Development Collaboration Programme 2022-2023**

HAS IT BEEN SUBJECT TO CALL IN TO DATE? No

If Yes, please insert date:

BUSINESS DEVELOPMENT COLLABORATIVE PROGRAMME 2022-23

Activity 2022/2023	Recommendation
Business Awards	<p><u>Overview:</u> The Lisburn & Castlereagh City Business Awards are held on a biannual basis and are a key event in the business calendar recognising the success of businesses across the area and the invaluable contribution they make to the local economy. The last awards event was a black-tie gala dinner held in the La Mon House Hotel in March 2020. The Business Awards will be procured this year, to enable event to take place in early 2023.</p> <p>The event usually attracts in the region of 15 sponsors and over 300 people attending the gala evening, however, Members should note that any future event will be reflective of any future Covid-19 restrictions in place at the time, and a decision may have to be taken to move to a virtual event. Each year the Council has been a key sponsor of the Awards.</p> <p>It is also proposed that the delivery of the main gala and judging process is externally procured, with all associated costs of running the awards covered by third party sponsorship and ticket sales.</p> <p><u>Outputs:</u></p> <ul style="list-style-type: none"> • Sponsorship of Award Ceremony • Business Awards Event held early 2023 <p><u>Total Budget Allocation:</u> Net £10,000 Sponsorship</p>
NI Chamber Membership and Annual Banquet	<p>Lisburn Castlereagh City Council has held corporate membership of The Northern Ireland Chamber of Commerce since 2017. Membership provides a number of opportunities including access to networking events, sectorial themed workshops, business seminars and briefings.</p> <p>Key events such as the NI Chamber President's Banquet provides an opportunity for ongoing strategic promotion of the Lisburn Castlereagh as a prime inward investment location. The total cost for membership and the possibility of hosting a table at the annual banquet is £4000.</p> <p><u>Outputs:</u></p> <ul style="list-style-type: none"> • Presidents Annual Lunch. This will take place on the 24th June 2022 at 12pm in Belfast City Hall at a cost of £80 per person + VAT. • Potential to host a table at President's Banquet in November 2022 • Chair/Vice-Chair and/or Elected Member and Officer(s) attendance at Chamber events <p><u>Total Budget Allocation</u> Budget of £4,000 to continue with annual corporate membership and table host</p>

<p>Lisburn Chamber Gala Dinner Sponsorship</p>	<p>Lisburn Chamber of Commerce is the voice of business in Lisburn and have been representing businesses in the city since 1961. Each year they host an annual gala dinner evening celebrating the success of many local businesses.</p> <p>Lisburn Castlereagh City Council have historically contributed to sponsorship to their annual event.</p> <p><u>Outputs:</u></p> <ul style="list-style-type: none"> • Chair/Vice-Chair and/or Elected Member and Officer(s) attendance at Chamber events • Potential to host a table at the Gala Dinner in Autumn • Partner on collaborative opportunities to host/deliver networking events <p><u>Total Budget Allocation</u> A maximum budget of £1,500 will cover costs of Gala Dinner Sponsorship</p>
<p>Collaborative Activity</p> <p>Project delivery support & programme recruitment</p>	<p>Over recent years, the Business Solutions team has regularly hosted a series of topical business focused and policy driven conferences, corporate events and PR activities including articles in Business Eye, Promotional Booklets and Facebook Campaigns. This annual initiative provides a unique opportunity to respond and support the local business economy, provide expert guidance, celebrate business success and showcase innovation from across the Council area.</p> <p>Over more recent times, and the economic shock of Covid-19, coupled with the uncertainty of the current macro-economic climate, has resulted in the focus reverting to a reactive recovery and resilience programme of events and support, whilst driving confidence building within the local economy.</p> <p>It is proposed that an element of flexibility is built into this theme to enable the team to respond to emerging trends and support businesses with current topics, master classes or summit style events with relevant speakers. One of these emerging trends will be around reducing business energy use, this is a big winner for businesses and the climate. A business support programme of webinar/workshop style events, energy audits to help reduce costs, and business mentoring on topics such as minimising waste, selling excess energy back into the grid will be developed. This programme will offer local businesses insights and support to reduce the impact of rising energy costs whilst improving their business.</p> <p>Expert advice and consultancy support will therefore, will be procured for the Business Development Collaboration Programme 2022-23 to support key areas including delivery, programme recruitment and project delivery support.</p> <p>In order to ensure adequate cover and response levels as well as a good range of events/projects continue into this current financial year a budget of £25,000 has been allocated.</p> <p><u>Budget Allocation:</u> A budget of £25,000 Budget to support key areas including delivery, grant programme recruitment, planning, expert advice, consultancy and project delivery support.</p>



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Enterprise Lisburn Castlereagh Programme 2022-23

Background and Key Issues:

Background

1. Growing the local economy is a key aim highlighted in Theme-2 of both the Community Plan and the Interim Corporate Plan. Driving enterprise across the Council area contributes significantly to the health of the local economy, and is critical to Lisburn and Castlereagh's future success.
2. This activity also forms an integral part of the transferred functions to local government under RPA. To deliver on the duties associated with the transferred functions, and to foster an eco-system that encourages a growth in entrepreneurship, it is proposed that the Council develops programmes to target key sectors as outlined below
 - Stimulate Youth Entrepreneurship – by continuing to work with key partners such as the Princes Trust, Young Enterprise NI and 4C UR Future
 - Stimulate Female Entrepreneurship – by developing a programme of activity to assist current or aspiring female entrepreneurs
 - Create a support network of entrepreneurs and encourage innovation in the micro-business sector – by delivering a range of high profile events with industry experts to impart key learning and allow businesses to foster new links to grow the business base within the local economy.

Key Issues

1. The proposed Enterprise Lisburn Castlereagh Programme for 2022-23 is appended with budget breakdown in (**see Appendix**).
2. The 4C UR Future event and subsequent funding has been previously agreed by the Committee in October 2021. The programme of activity included for work with Secondary Schools has also been agreed as part of the Council's DEA Plan.
3. The combined outcome of the proposed programme will be to support the development of an eco-system that involves strategic co-operation with community, education (including Further Education), and enterprise partners at the local level with a focus on pre-enterprise, enterprise and micro-business.

Recommendation:

It is recommended that the Committee considers and agrees the Enterprise Lisburn Castlereagh Programme of activities for 2022-2023 as outlined.

Finance and Resource Implications:

The total value of the programme is in the sum of £69,000. A budget of £15,000 for a programme of activity with secondary schools has been agreed previously as part of the approved DEA Investment Plan. Provision of the balance of £52,000 has been included in the Economic Development 2022-23 budget estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

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

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

Yes/No

Option 2
Screen out with
mitigation

Yes/No

Option 3
Screen in for
a full EQIA

Yes/No

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

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

Yes

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

n/a

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

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

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 5 - Proposed programme 2022/23

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Enterprise Lisburn Castlereagh Programme - Activity Appendix 2022-2023

The following proposals and key recommendations for enhancing and further developing the Councils entrepreneurship programme in 2022-2023 are outlined below

Activity	2022-2023 Recommendation
Youth Entrepreneurship	<p><u>Overview</u> Continue to build on successful relationships with both The Princes Trust and Young Enterprise NI to deliver a programme of youth support and engagement.</p> <p>The Princes Trust The programme delivers a range of initiatives including Development Awards and the Employability Programme, which will aim to remove the barriers and allow disadvantaged young people to access education, training or employment (including self-employment) and Live, Learn or Earn.</p> <p><u>Expected Outputs Princes Trust</u></p> <ul style="list-style-type: none"> • 25 young people aged 16-30 will receive a Development Award to support progression to enter self-employment/employment, education, or training. - 90% will progress to training, education, or employment • 8 young people aged 16-30 will participate on a Prince's Trust employability programme to gain personal, social and employability skills to progress to sustainable employment. - 80% will progress to sustainable employment <p><u>Budget £8,000</u></p> <p>Young Enterprise This programme of activity will have 2 discrete elements, fostering entrepreneurship at both primary and secondary levels.</p> <p>1. Primary School Entrepreneurial Support This first will be an online International Business Challenge Competition to recognise and celebrate Global Entrepreneurship Week which will take place from 14th to 20th November 2022. The competition will target young people from primary 6 and 7 from schools within the council area.</p> <p>A GEW Masterclass will provide an energised one-day challenge which brings together students from several schools to work together. The format will set the students a business challenge where they will work together to develop their business plan, including marketing and finances for the project.</p> <p>Throughout the challenge young people will hear from local speakers to learn about the essence of business and gain an insight into the world of work. This initiative will enable our young people develop employability skills and explore their entrepreneurial talent.</p> <p><u>Budget £5,000</u></p>

	<p>2. Secondary School Entrepreneurial Support</p> <p>There will be a range of activities targeted at different age groups to assist them to develop key skills. On the "Learn to Earn Programme" students will learn about career choices, personal skills, recruitment and the cost of living to help prepare for successful futures. Aimed at year 10-11 students.</p> <p>The second element, the "Your Hired" Programme is a specialised programme of support for young people aged 16-18, considering full or part-time employment. The aim of this programme is to provide young people aged between 16-18 with the experience of what it is like to take part in a real recruitment process to prepare them for applying for jobs in the future..</p> <p>The third element is aimed at advancing the knowledge of digital technology and its applications as a route to future career opportunities. The "Digital Youth Programme" will involve interactive Masterclasses delivered in schools to support students in learning more about the skills needed for the Digital Industry, drawing on local Digital Ambassadors as keynote speakers.</p> <p><u>Expected Outputs Young Enterprise NI</u></p> <ul style="list-style-type: none"> ▪ Up to 300 primary school students to take part in GEW International Business Challenge Competition. ▪ Up to 300 secondary school students to take part in the Learn to Earn, Your Hired and Digital Youth Programmes. <p><u>Budget £15,000</u></p> <p><u>Total budget allocation: £28,000</u></p> <p>(However the programme of secondary school activity has already been approved as part of the DEA Investment Plan)</p> <p>Budget for all activities outlined above in line with approved budget estimates for the period 2022-23.</p>
<p>Female Entrepreneurship</p>	<p><u>Proposed new activity</u></p> <p>The Council has successfully delivered the 3-year 'Yes You Can' Programme, which targeted female entrepreneurs, and was joint initiative between all 11-councils, Invest NI and Women In Business. This 3-Year programme commenced in January 2019 and concluded in December 2021.</p> <p>In order to meet the obligations under the transferring functions it is proposed that a new programme of activity is developed to support existing and aspiring female entrepreneurs.</p> <p><u>Proposed Outputs:</u></p> <ul style="list-style-type: none"> ▪ Development of a new Female Entrepreneurs Events, with a series of bespoke events and tailored mentoring support.

	<p><u>Total budget allocation: £8,000</u></p>
4-C-UR-FUTURE	<p><u>Overview</u> 4C UR Future LIVE is a series of 11 events to be held in June 2022 across Northern Ireland to enable approx. 7,500 Year 9 pupils gain insights into their future career opportunities before they make their GCSE choices, and to provide career inspiration based on each person's natural attributes and interests.</p> <p>Young people take part in a range of interactive skills games and work-based challenges, which are specifically designed in collaboration with employers, to draw out and identify their key strengths. Following an event, participants will receive a 'Positive Feedback Profile' and access to Northern Ireland's first employer-led careers portal.</p> <p>The maximum capacity for a LIVE event is 720 Year 9 pupils. Approx. 120-150 4C UR Future volunteers facilitate each event. The event will be held at the LeisurePlex. Events are free of charge for schools to attend, including free transport.</p> <p><u>Total budget allocation: £8,000 (Previously approved October 2021)</u></p>
Entrepreneurs Network	<p><u>Overview:</u> The Entrepreneurs Networking events form a key part of the Council's support for the local business community. Interest and attendance levels of these events have substantially increased over the past 12 years.</p> <p>With an ever evolving and challenging business climate it has never been more vital to provide local businesses with access to specialist experts to allow them to navigate the challenges and build their resilience.</p> <p><u>Outputs:</u></p> <ul style="list-style-type: none"> • Appoint a specialist event management company to develop a series of 8 events to take place from September 22 to May 23. • Attract a range of industry leaders and specialists speakers to provide insight into the challenges being faced by businesses as they navigate the challenging business climate • Provide a forum to allow local businesses to network and build new business relationships and synergies which can be mutually beneficial. • Provision of a final showcase event to take place in Hillsborough Castle (restrictions permitting). <p><u>Total budget allocation: £25,000</u> Budget to deliver on all events including marketing, promotion, venue hire, catering etc.</p>



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Investment Programme 2022-2023

Background and Key Issues:

Background

1. Pre-Covid the Council delivered an annual programme of investment promotion activity as part of its overall strategy to position the city area as a place in which to do business and to invest.
2. A number of key activities have taken place as part of the Investment Programme. These include:
 - MIPIM Cannes, March 2019
 - 'Cities Connect' Investment Showcase Event, Mansion House, London, April, 2019
 - 'Cities Connect' Trade Development programme, London, April 2019
 - Transport for London Buyer Engagement Event, LVI, February 2019
 - Property Forum, LVI, May 2019
 - Westminster Showcase Events March 2017 and 2018
 - Participation on the Dublin-Belfast Economic Corridor 2020/2021
3. This programme has allowed the Council to:
 - Showcase its support for innovation, entrepreneurship, R&D and investment;
 - Strengthen local companies' strategic sales (and export) endeavours by supporting them to access the supply chains of London businesses;

- Engage directly with potential investors with a view to securing potential investment interest for local companies and bringing inward visits to the area;
 - Connecting with pension funds, property developers, investors and agents, reinforcing connections made at MIPIM UK and MIPIM Cannes and showcasing new investment opportunities in retail, residential industrial, office & tourism.
4. A 2020-21 programme had been developed including hosting a 2-day Westminster event in March 2020 which was cancelled due to Covid-19, and the delivery of a technology led London Trade mission for local businesses in March 2020 moved to virtual trade mission for the participating businesses.
 5. Due to the pandemic, all planned travel activity was put on hold for 2020 and 2021. The pandemic severely restricted what was achievable in the short to medium term.

Key Issues

1. The programme appended to this report presents a proposed outline of investment promotion related activity for 2022-2023 for Members to consider in terms of maintaining and strengthening the council's existing investment links.
2. The proposed investment activity during 2022-2023 is broken down into the following activities and assumes that travel remains open and restrictions remain eased
 - Westminster 2-Day Event September 2022 - (£35,000)
 - Manchester, Liverpool, London & ROI Civic Visits as part of the Sales Accelerator Trade Programmes for Lisburn and Castlereagh businesses (£35,000 for total programme of civic visits, including dedicated consultancy support)
 - Continued participation on the Dublin-Belfast Economic Corridor - (£12,000 or c.€14,300 Euro)

Recommendation:

It is recommended that the Committee:

- Considers and agrees the proposed programme of activity for 2022-2023 as outlined.
- Approves the Dublin-Belfast Economic Corridor continued participation budget of £12,000 (or c. €14,300 Euro).
- Notes that both the Westminster event and programme of civic trade visits have previously been approved.

Finance and Resource Implications:

The total contribution (£59,000) from the Council will be met from within the existing Business Solutions Budget with the remaining (£23,000) budget requirement for Westminster Event coming from across underspend in wider economic development unit budgets.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

The 2021-22 Equality Screening documents are currently being updated for 2021-22.

If yes, what was the outcome?:

Option 1		Option 2		Option 3	
Screen out without mitigation	Yes	Screen out with mitigation	No	Screen in for a full EQIA	No

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	Yes	Has a Rural Needs Impact Assessment (RNIA) template been completed?	Yes	
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If no, please given explanation/rationale for why it was not considered necessary:

n/a

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

The Investment Programme has no impact on people in rural areas, there is no difference in support offered in rural, urban or mixed locations. Having said that, LCCC will embrace the principles outlined in the Council's Community Plan of sustainable development, quality and participation across all programmes.

SUBJECT TO PLANNING APPROVAL: Yes/No

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

APPENDICES: **Appendix 6 - Investment Activity 2022-2023**

HAS IT BEEN SUBJECT TO CALL IN TO DATE? Yes/No

If Yes, please insert date:

Investment Activity Appendix 2022-2023

The following proposals and key recommendations for enhancing and further developing the Council's investment programme in 2021-2022 are outlined below

Activity	2022-2023 Recommendation
GB/London & Rol Complementary Civic Trade visits	<p><u>Overview</u> One of the Council's key objectives is to maximise exposure for local businesses in new markets, assist businesses to identify new potential customers and sales and increase their potential for export. As part of the agreed Sales Accelerator programme for SMEs the following schedule has been previously agreed</p> <ol style="list-style-type: none"> 1. A Trade Mission to GB (Liverpool & Manchester) in June 2022 2. A Trade Mission Missions to GB (London) in September 2022; and 3. A further Trade Mission to the Republic of Ireland before the end of 2022 <p>As part of this, a complementary programme of Civic Trade Visits is planned to run alongside each company-to-company programme.</p> <p><u>Expected Outputs</u> Civic delegation to</p> <ul style="list-style-type: none"> • collaborate with relevant public bodies, industry associations and economic development stakeholders to consider cohesive approaches to regional issues, • share and exchange best practice and • build the profile of the council as forward and outward looking, and to promote the area as a viable investment location <p><u>Total budget allocation: £35,000</u> This budget has already been approved as part of a wider Sales Accelerator Programme activity as part of the LCCC / NMDDC programme.</p>
Westminster Investment and Networking Event	<p><u>Overview:</u> The Council's annual investment and networking event in the Palaces of Westminster. The 2022 event will be an opportunity to engage with potential investors and showcase the best of Lisburn Castlereagh local businesses.</p> <p><u>Expected Outputs:</u></p> <ul style="list-style-type: none"> • Attract up on 140 delegates (compliant with current restrictions for Westminster Pavilion); • The 5th LCCC at Westminster investment building upon previous success; • Key messaging targeted at a GB/London audience, positioning LCCC as a strategic location for investment and trade, with strong international links to attract inward investment; • A number of pre-arranged investment prospecting and lead generation events/meetings over the 2-day event' • Lead Generation for local businesses; • Introductions to key contacts; • Extensive media coverage.

	<p><u>Total budget requirement: £35,000</u> The budget has already been approved in June 2021.</p>
<p>Dublin- Belfast Economic Corridor</p>	<p><u>Overview</u> In 2018, LCCC was one of eight Councils located along the Corridor and the two Universities that came together to work collectively to find ways of realising the potential benefits of further development of the Corridor.</p> <p>A Dublin-Belfast Economic Corridor Oversight Board was appointed in November 2021 with 24 councillors on the Oversight Board, three coming from each Council.</p> <p>Key sectors along the Corridor include Advanced Manufacturing, ICT, Agri-Food, Professional Services, Financial Services, Constructions and Tourism; while among the challenges facing the region in the coming years are adapting to Brexit, Climate Change and transformation to a low carbon economy, low population density and an ageing population.</p> <p><u>Some of the key outputs to date include:</u></p> <ul style="list-style-type: none"> • A dedicated website: https://www.dbec.info/ • Formal launch of the Corridor at a joint Conference in March 2021 • Published Report, entitled 'The Dublin-Belfast Economic Corridor: Current Profile, Potential for Recovery & Opportunities for Cooperation' <p>Opportunities exist to grow indigenous business, establish clusters of key sectors, leverage the appetite for collaboration and use the Corridor as the driving force for economic development in the region.</p> <p><u>Total budget allocation: £12,000 (€14,300 Euro)</u> Budget to continue to participate in the activities of this group and benefit from the collective outputs of the collaboration.</p>



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: International Trade Programme 2022-2023

Background and Key Issues:

Background

1. Pre-covid the Council delivered an annual programme of international trade activity as part of its overall strategy to support local businesses to grow through developing new customers and markets outside Northern Ireland, and as a consequence assist in building international linkages on both a civic and an economic level.

This ongoing activity helps to:

- Demonstrate the Council's commitment to the local economy by working to increase exports and growth through trade, and targeting and facilitating inward investment;
 - Assist local companies' strategic export endeavours by supporting them to access new export supply chains;
 - Engage directly with other civic leaders to showcase Lisburn Castlereagh as a region that is outward looking and open for business.
2. The Council has been actively involved in supporting its business base by assisting them to explore new export markets and win new export business. Recent examples include:
 - Central & Eastern Europe: Market Visit to Poland in November 2017, supported a delegation of 4 local businesses to research new potential export markets in terms of customers, distribution partners and suppliers.

- The London Trade Mission in 2019 supported 9 local technology companies to engage with potential buyers as well as network at a high profile investment event in Mansion House.
 - As part of the Sales Accelerator Programme in partnership with Newry, Mourne & Down District Council, 8 local companies participated in trade visits to both Cork and Edinburgh.
 - Previously LCCC has been in partnership with NI Trade Consultants in the Netherlands and Invest NI to develop an NI-NL Trade and Society to progress professional trading relationships in the Netherlands. This has led to reciprocal annual trade dinners and coincided with trade missions supporting Lisburn & Castlereagh businesses in the Netherlands. The last and 12th Annual Trade Dinner took place in Crumlin Road Gaol in 2018.
3. Due to the pandemic, all planned travel activity had been put on hold during 2020-2021. The pandemic severely restricted what was achievable in the short-medium term. It is argued that now in 2022, as restrictions ease, it is appropriate to revisit international linkages already established and look at developing new ones.

Key Issues

1. Given the economic turbulence of 2020-2021, many businesses will require significant support to kick start their focus on growth and international trade.
2. The Council has assisted local businesses make significant inroads and developed trade/supply chains across a number of national and international markets and officers are keen to maintain the momentum. Managing and building cost effective and resilient supply chains is key to the future success of many businesses.
3. With this in mind, attached is an outline of the proposed international trade programme for 2022-2023 (see **Appendix**), and includes a number of delivery options for Members to consider in terms of maintaining and strengthening the Council's existing international linkages.
4. This proposed activity is based on a number of considerations:
 - Travel restrictions to relevant countries remain eased and public health guidance regarding travel remains favourable.
 - This, along with the economic context of the post-Brexit economy and prevailing global macro-economic considerations, would indicate that it is important for the Council to carefully plan appropriate options for future export and trading markets that will also include near and off shore opportunities for supply chain diversity.
 - The ongoing China travel restrictions have demonstrated the value of virtual events and it is anticipated that this will remain as part of ongoing engagement with our Chinese partners.
5. The proposed activity for 2022-23 is broken down into the following activities (see appendix for full schedule)
 - Second China Virtual Trade Programme and planned civic inbound visit from Foshan
 - NI-NL Re-engagement and Membership of Joint Agreement

- Trade Mission to the Netherlands
6. The overall proposed budget for international activity during 2022-2023 is in the sum of £65,000.
 7. This proposal complements the ERDF funded Sales Accelerator Programme to GB and RoI being delivered jointly with Newry Mourne and Down District Council.

Recommendation:

It is recommended that the Committee considers and agrees the annual international trade programme of activities for 2022-2023 as outlined.

Finance and Resource Implications:

To be financed from within the current economic development budget estimates. £65,000 to support the facilitation and delivery of the 2022-2023 International Trade Programme of activity. This assumes staff levels will be maintained.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Subject to 2021/22 equality screening – updated 2022/23 equality screening in progress

If yes, what was the outcome?:

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

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

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

Yes

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

n/a

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

The International Trade Programme has no impact on people in rural areas, because there is no difference in support offered in rural, urban or mixed locations.

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

Appendix 7 - Outline of the proposed international trade programme for 2022-2023

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

International Trade Activity Appendix 2022-2023

The following proposals and key recommendations for enhancing and further developing the Councils international trade programme in 2021-2022 are outlined below

Activity	2021-2022 Recommendation
<p>China</p>	<p><u>Overview</u> Committing to continuing a communications and relationship maintenance programme with all the key players in Foshan (City government, Foreign Affairs Office, China Council for the Promotion of International Trade (CCPIT), Culture Bureau) to keep abreast of circumstances, demonstrate mutual support and sustain interest in the long-term development of relationships in China.</p> <p>Based on the success of the virtual trade mission, development of a second virtual trade mission by CCPIT and LCCC, including supporting and preparing LCCC businesses to attend a virtual trade mission.</p> <p><u>Expected Outputs</u></p> <ul style="list-style-type: none"> • Virtual Trade Mission • Minimum 5 companies recruited • Minimum of 12 new opportunities identified to pursue in China • Continued relationship building with Chinese players. • Strengthen relations with FAO for Sister City Agreement <p><u>Total budget allocation: £15,000 (including estimated cost of staging Hinch event and inbound Foshan civic delegation)</u></p>
<p>NI-NL Membership</p>	<p><u>Overview</u> Established in 2006, NI-NL is a forum for businesses and professionals involved in Northern Ireland - Netherlands Trade, encouraging bilateral trade between Northern Ireland & The Netherlands.</p> <p>NI-NL was founded by Invest Northern Ireland Trade Division, Lisburn and Castlereagh City Council and Northern Ireland Trade Consultants.</p> <p>NI-NL organises events for companies to meet a number of times per year for a range of informative events relating to different aspects of Northern Ireland - Netherlands Trade. The highlight of the NI-NL events calendar is the Annual Trade Dinner that rotates annually between Northern Ireland and the Netherlands and provides an opportunity for business partners to meet in a social setting to maintain and build long lasting business relationships.</p> <p><u>Expected Outputs</u> Re-establish joint membership agreement Annual Trade Dinner (next trade dinner due to take place in Netherlands) Annual Magazine/E-Zine Dedicated Website</p> <p><u>Total budget allocation: £15,000</u></p>

<p>Netherlands Trade Mission</p>	<p><u>Overview</u> The Netherlands Trade Programme will target owner/managers from growth orientated local businesses, and will identify and develop new market opportunities and strategic business alliances/partnerships in the Netherlands for participant companies.</p> <p>The overall aim of this Council led programme is to motivate Lisburn Castlereagh companies to exploit new export markets and new trade opportunities, and bring forward and identify local companies who can then progress to further support from Invest NI in order to become truly internationalised.</p> <p><u>Expected Outputs</u></p> <ul style="list-style-type: none"> • Recruit a minimum of 5 local companies in the Lisburn Castlereagh Council area with a desire to explore new business opportunities in the Netherlands • To set up at a minimum of 6 meetings between each participant company and prospective customers/partners in the Netherlands • Coincide with NI-NL Business Networking Dinner <p><u>Total budget allocation: £30,000</u></p>
<p>Travel</p>	<p><u>Overview:</u> Travel costs for members to participate in the above Trade and NI activities.</p> <p><u>Total budget allocation: £5,000</u></p>



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Foshan, China Trade Programme & Friendship City Agreement - Update

Background and Key Issues:

Background

1. Lisburn and Castlereagh City Council has been developing links with China since its successful Civic Delegation visit to Foshan in January 2019 to explore profitable new markets and develop international linkages.
2. HMC Global were appointed to provide in-market Consultancy Support for the Chinese Market to assist the Council in further developing relationships and economic opportunities. Underpinning this work on the Foshan side are two main bodies within the Foshan City Government, the China Committee for the Promotion of Investment and Trade (CCPIT) responsible for trade and the Foreign Affairs Office (FAO) responsible for education, culture and tourism.
3. During the pandemic, all planned travel activity had been put on hold for 2020 in 2021, and the planned inbound Civic and Business Visit from Foshan in June 2020 and the reciprocal visit to participate in the Foshan Autumn Parade in November 2020 did not take place.
4. Members agreed during this time to continue a bridging communications programme as part of this work with all the key players in Foshan (City government, Foreign Affairs Office, CCPIT, Culture Bureau etc.) on a regular monthly basis.

5. An online meeting was held with the Foshan Foreign Affairs Bureau and Council officers on 14 January 2021 to discuss how the relationship and past discussions might move forward. This was a positive meeting and commitment was evident from our Chinese partners that they are keen to maintain the momentum from the Civic Visit and further develop relationships and economic opportunities.

Key Issues

1. In February 2021 Members agreed to establish a £10,000 trade consultancy budget to support the delivery of a virtual trade mission, which included preparing Lisburn & Castlereagh businesses to meet with prospective partners and to maintain ongoing communications under the Council's direction. HMC Global were procured to conduct this trade consultancy work.
2. To strengthen the existing relationship and gain CCPIT commitment to support a virtual trade mission, a formal civic meeting was held on 26th January 2022 between the Council (led by the Right Worshipful the Mayor Alderman Martin), the Mayor of Foshan, CCPIT, FAO and the Chinese Consul General in NI. The proved a very positive event and confirmed CCPIT's commitment to supporting the trade mission.
3. As per the target number, HMC Global recruited five Lisburn & Castlereagh businesses to participate on the virtual trade programme: Connected Care Solutions; Photonic Measurements; Cirdan; Hillsborough Castle; and Hinch Distillery. An evaluation report is attached (**see Appendix**).

A summary of outcomes are as follows:

- Total of 17 high quality buyer meetings delivered for Lisburn and Castlereagh companies
 - 5 local companies recruited onto the programme
 - Significant engagement with senior officials from Foshan FAO and CCPIT
 - High level of input from CCPIT in the research and delivery of appropriate buyers
 - Successful engagement with the Chinese Consul in Belfast who organised and hosted the virtual meeting involving high ranking officials from Foshan and Lisburn
4. Of the five companies, Photonic Measurements have been the most advanced in immediate follow-up and HMC have undertaken a considerable amount of work in following up, translating specific information and speaking with several new potential buyers. HMC are also supporting Connected Care to identify a potential supplier. Cirdan were pleased with the calls and have been provided with relevant contact details. Whilst the company is following up directly, they have not yet provided any additional feedback.
 5. Hinch Distillery and Hillsborough Castle were meeting with tour operators and there appeared to be some strong interest. Whilst both companies have followed up with their potential buyers limited progress is predicted until Chinese tourism restarts, which is unlikely to be until late 2022. We will keep in contact with both companies and seek further

feedback within the next 6 months. Given ongoing Covid restrictions in place in China it is unlikely at this time that the Council will be invited to participate in the Foshan Autumn Parade 2022.

6. A follow-up breakfast networking and end of trade mission celebratory event, showcasing the best of the Hinch Distillery offering, is currently in planning for a maximum of 35 guests, divided equally between Hinch Distillery and the Council, and as per venue capacity. The Chinese Consul General will be invited to attend with the potential opportunity to link online for welcome and introductions with the Foshan City government. The Chair and/or Vice-Chair with the Mayor acting as host will also be invited along with appropriate officer representation. Other Council guests will include NI Tourism, Visit Belfast key staff, local businesses with interests in Chinese markets, Chinese contacts, and both the NI and local Chamber of Commerce representatives.
7. Foshan representatives have indicated that subject to public health restrictions, they would be keen to begin to plan their postponed reciprocal visit to Lisburn & Castlereagh in the first quarter of 2023.
8. Based on the success of the virtual trade mission, it is proposed in the interim to develop a second virtual trade mission between Foshan and Lisburn & Castlereagh companies to be delivered in the latter part of 2022 at a maximum cost of £10,000. Based on the evaluation from HMC Global and the level of success of the first virtual mission, we would envisage recruiting up to 5 businesses and explore the potential of a sectoral food and drink mission.

Recommendation:

It is recommended that the Committee considers and agrees to :

1. Note the contents of this report.
2. Officers beginning to tentatively work towards a future formal visit by Foshan representatives to Lisburn & Castlereagh, with the key theme of strengthening business and tourism links.
3. Nominate the Chair and Vice-Chair together with appropriate officer representation to attend the breakfast networking event in Hinch Distillery.
4. Proceed with a further virtual trade programme with Foshan up to a maximum cost of £10,000 to run in 2022-23.

Finance and Resource Implications:

The cost of the Hinch Distillery event was agreed previously by the Committee up to a maximum of £5,000. It should be noted that the catering at the event will be sponsored by Hinch Distillery, so the cost to the Council is expected to be less.

The cost of the further virtual trade programme is estimated to be in the region of £10,000.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

A draft equality screening exercise was completed in 2021-22 – updated 2022/23 equality screening in progress.

If yes, what was the outcome?:

Option 1

Screen out
without mitigation

Option 2

Screen out with
mitigation

Option 3

Screen in for
a full EQIA

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

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

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

n/a

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

No rural issues as is no difference in support offered to companies in rural, urban or mixed locations.

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES:**APPENDIX 8** – Evaluation report and outcomes**HAS IT BEEN SUBJECT TO CALL IN TO DATE?**

No

If Yes, please insert date:



Evaluation Report and Outcomes



LCCC China Trade Programme 2021/22

Final Evaluation Report

Summary of Outcomes:

- Total of 17 high quality buyer meetings delivered for LCCC companies (Annex 3)
- 5 local companies recruited onto the programme
- Significant engagement with senior officials from Foshan FAO and CCPIT
- High level of input from CCPIT in the research and delivery of appropriate buyers
- Successful engagement with the Chinese Consul in Belfast who organized and hosted a virtual meeting involving high ranking officials from Foshan and Lisburn

This programme should be viewed as a major success. None of the companies involved would have been able to access the level of buyer which attended the mission, without expending considerable time and money. For all the companies, this programme offered a very low-cost, effective way to engage with the China market. The involvement of CCPIT provided access and connections that were extremely valuable and provides a solid example of the commercial benefits that result from the wider civic engagement.

Background

Lisburn and Castlereagh City Council has been developing links with China since its successful Civic Delegation visit to Foshan in January 2019 to explore profitable new markets and develop international linkages. Underpinning this work on the Foshan side are two main bodies within the Foshan City Government, the China Committee for the Promotion of Investment and Trade (CCPIT) responsible for trade and the Foreign Affairs Office (FAO) responsible for education, culture and tourism.

The recommended process for developing a formal affiliation with the Foshan City Government is to obtain a Friendship City Agreement through tangible cultural and educational engagement. The recommended process to support developing trade linkages is working with CCPIT to forge trade opportunities.

Due to the Covid-19 pandemic, all planned travel activity had been put on hold for 2020, the planned inbound Civic and Business Visit from Foshan in June 2020 did not take place. The pandemic severely restricted what was achievable in the short to medium term, however LCCC and its China partners agreed it would be important to maintain linkages already established, if the opportunity arose to travel in the future. Since the ongoing communication has been maintained with all the key players in Foshan (City government, Foreign Affairs Office, CCPIT, Culture Bureau etc.)

An online meeting was held with the Foshan Foreign Affairs Bureau and LCCC officers on 14 January 2021 to meet and discuss how the relationship and past discussions might move forward. This was a positive meeting and commitment was evident from our Chinese partners that they were keen to maintain the momentum of the Civic Visit and further develop relationships and economic opportunities.

The CCPIT (China Council for the Promotion of International Trade) are interested in holding an additional online meeting with Lisburn & Castlereagh to explore how to progress the trade side of the engagement. This is with the intention of inviting Foshan-base companies to meet up with LCCC companies virtually, to establish trade opportunities.

Delivery of Key Objectives

Facilitate an online meeting initially with the CCPIT team and LCCC Members and Officers to explore how the trade linkages could be made virtually

To strengthen the existing relationship and gain CCPIT commitment to support a virtual trade mission, our China director, Vicki Chiu, worked with officials in both CCPIT and FAO to organize a formal civic meeting. The Chinese Consul General in Belfast, Mdm Zhang, was also included in these discussions and agreed to host the event. An initial date in December 2021 had to be rescheduled due to lack of time to prepare the necessary documentation and the event took place on 26th January and involved a number of senior officials from all the relevant organisations. The event was very positive and confirmed CCPIT's commitment to supporting the trade mission. A copy of the programme & attendee list is included in Annex 1

Recruit 4/5 LCCC business interested in exploring trade linkages in China

After discussions with the LCCC team, it was decided to focus our recruitment on companies in technology and tourism, areas which would be attractive to Chinese buyers and offer real potential for sales. Over 20 companies were contacted across the council area and five selected on the basis of their product service offering, experience in export sales and fit with the Chinese market. Background information on each of the companies is provided in Annex 2

Meet and engage with a range of LCCC business contacts, carry out visits to companies and explore opportunities for trade, investment and cooperation in China.

Once each of the companies had agreed to join, the programme manager, John Haran, held several 1-2-1 meetings (both virtually and in-person) to discuss their products/services, objectives for the mission and agree on the marketing material that would be required. We identified the most appropriate products/services for the China market, discussed the key elements of doing business in China and provided specific information to help each company prepare for the mission

Work closely with CCPIT to provide matching opportunities for the LCCC and China businesses.

The HMC China director, Vicki Chiu, worked with her counterparts in CCPIT to review market feedback, qualify those companies that had expressed interest and ensuring that each LCCC company had several potential buyers to meet.

Research and prospect individual meeting opportunities for each participant.

With help from Vicki Chiu, CCPIT identified 17 companies that matched the requirements. As most of these companies did not have an English website, Vicki provided an overview of each buyer so that the LCCC companies could adequately prepare their presentations. ***Provide support for each business in terms of matching with suitable China businesses and preparation support for their virtual meetings.***

The HMC team communicated regularly with each company to ensure they were adequately prepared for the virtual meetings. As well as translation services, we provided advice on how to manage a virtual meeting, the best way to present information and better understand the opportunity, the technical aspects of using Zoom and ensuring that each meeting had a set of agreed follow-up actions.

Programme manage a virtual trade mission in 2021 bringing together Foshan-based companies to meet up with LCCC companies on-line to identify trade opportunities.

On the day of the virtual meetings, both Vicki and John attended several meetings with each participant to ensure everything was running smoothly and help with any technical/translation issues. Overall, the meetings were delivered in a timely fashion, with good communications and interest expressed by several buyers.

Continue the ongoing communication already established with FAO and CCPIT to continue to develop the LCCC / China linkages.

Throughout the process, Vicki was in constant communications with all the relevant parties, making sure that there were no misunderstandings, that all activities were delivered as expected, and the Chinese officials were able to see the level of commitment that LCCC was prepared to make to the relationship.

Develop relationships locally with Madam Zhang, NI General Consul for China

Mme Zhang was kept informed of developments of all the programme of activity by the council directly, and by Vicki Chiu indirectly with regular updates to her team in Belfast. These informal links allowed Vicki to keep all parties informed of changes/updates to the programme and meant that the activities could be delivered as smoothly as possible. Vicki set up and managed a WhatsApp group which included officials from FOA, CCPIT & Belfast Consul so that out-of-hours updates could be delivered. This was particularly important in the planning and delivery of the virtual roundtable event, which Mme Zhang hosted.

Outcomes

1. A total of 17 meetings were delivered for the 5 LCCC companies. Initial feedback from all the companies was very positive, with each company noting follow up actions which include quotations, additional product information and further calls scheduled soon. Specific examples include:

Connected Care – two nursing homes, Jianxiang & Xinglian, have asked for copies of the product specification and additional information in relation to Chinese language capability. In addition, Deepak spoke with 2 suppliers who can provide an LCD screen which would allow the company to manufacture their product in Lisburn, rather than import from China.

After the mission, we worked with Deepak to connect with the suppliers and potential customers, providing contact details so that he could provide the marketing collateral discussed on the call. We also contacted on the suppliers on his behalf, helped to prepare a detailed specification of the product and Vicki undertook initial discussions on his behalf. The supplier is currently providing additional information and will communicate directly with Deepak. However, Vicki continues to liaise with the Chinese supplier to progress.

Photonic Measurements – good conversation with 3 companies, 1 of which has expressed interest in representing them in China. Further follow-up is required but it has provided the company with a good overview of the potential opportunity. China is an exciting market for Photonics and this was an ideal opportunity to start building contacts.

Vicki has been working extensively with this company to engage with each of the potential buyers and qualify their interest. From this engagement, Vicki has identified a number of other potential buyers and is currently following up, working closely with Davy Simms from PM.

Cirdan – the 2 buyers represented very large health care companies and both had an interest in further discussions. China has significant potential for Cirdan and this has given them some good contacts for further development.

HMC provided contact details for both buyers and Cirdan provided bespoke presentations to both buyers who had asked for additional information. Both prospects are now being followed up by the Cirdan Sales director based in Tokyo.

Hillsborough Castle – there was a great deal of interest from the Chinese tour operators and lively discussion which ran 20 minutes over the allotted time. Each of the operators had specific areas of interest and we provided Alan Greer with all the appropriate contact details.

Alan followed up with each buyer to outline the tourism offering that was available in Hillsborough and how it could be included in future tours from China, the logistics of visiting Hillsborough depending on whether it was an Ireland or UK originated tour. The information is currently being studied by the buyers and follow-up will take place over the next few months

This will be a long-term development as there is currently no Chinese tourists visiting the UK (Covid restrictions prevent most Chinese citizens from leaving the country).

Hinch Distillery – two Hinch executives were involved in the four meetings to cover both the tourism and whiskey distribution. We provided appropriate emails and follow up bespoke information was provided to each buyer. The Hinch team is still awaiting feedback and Vicki Chiu is maintaining contact with each buyer to ensure that any questions are answered promptly. In regard to tourism, it will probably take several months before there is the opportunity for the Chinese buyers to actively prepare for new UK/Ireland visits. However, we now have direct contact with the appropriate executives and will be well placed to have both Hinch and Hillsborough included in their itineraries.

Now that the tour operators have been made aware of both these attractions, there is potential for Hillsborough and Hinch to continue to work together to build upon and develop these mutual opportunities.

2. Both CCPIT & FAO seem to be pleased with both the interaction and the outcome from the event. The significant level of PR that was generated in China is an indication of how importantly they view this relationship, and the success of the programme is a very important step in building both civic and commercial ties.

3. The involvement of Mme Zhang was also very important, not only for LCCC, but for the wider strengthening of relations between Northern Ireland and China. Her desire to host the virtual event and promote the trade mission, reflects the importance she places on this initiative and her continued involvement will be critical to the future developments in the relationship with Foshan.

Next Steps

1. Thank you letter from LCCC Mayor to chairperson of CCPIT, to thank her for all her support and emphasizing how successful the event was viewed by NI companies

2. As none of the companies actually met during this programme, an event to highlight the programme outcomes, the strengthening relationship with Foshan and promote future co-operation, would be very useful. Attendees should include Mme Zhang and other representatives from the Consul.

3. Begin working towards a formal visit by Foshan officials to LCCC. A key theme for this should be the strengthening of tourism links

4. Now that the format has been proven effective, it might be worth running a similar programme with some other companies within the council area, perhaps looking at sectors such as food.

CONCLUSION:

The success of the event hinged on the ability and commitment of CCPIT to deliver relevant buyers for the LCCC companies. In the event, they did an excellent job and ensured that each company was able to gain valuable market information and begin the sales process with several potential customers.

The format worked extremely well. For one hour's time commitment, each company had a substantive conversation with 3 or 4 buyers. The technology worked well and while Zoom is not an ideal medium for sales calls, it provided a level of contact that would not be practical in a face-to-face format.

The 3-month programme has stimulated considerable communications between all the relevant parties. This level of discussion, at both senior and junior levels, has strengthened the bonds between the two regions and provides a very strong base for the bid to obtain a Friendship City Agreement.

Annex 1 CGC Belfast - LCCC – Foshan City Government Video Conference Call

1. Date – 26th January 2022
2. Time - 16:30-17:30 (Beijing time) ; 08:30-09:30 (UK time)
3. Name of Conference - Friendly Cooperation for a Shared Future
4. Meeting Moderator – Representative from the Consulate-General of P.R.C. in Belfast
5. Participants:

Consulate-General of China in Belfast

- Madam Zhang, Meifang – Consul General
- Mr. Yangming, Liu – Vice Consul General
- Mr. Xiaotong, Wang - Consul

Lisburn & Castlereagh City Council

- Alderman Stephen Martin, The Right Worshipful the Mayor
- Councillor Hazel Legge, Vice Chairman of the Development Committee
- David Burns, Chief Executive
- Donal Rogan, Director of Service Transformation
- Paul McCormick, Head of Economic Development

Foshan City Government

- Mr. Tao, Bai - Mayor (e.g. Mayor Bai)
- Ms. Zixiao, Zhou - Deputy Mayor
- Mr. Kaiji, Zhang – Secretary General of the Municipal Government
- Mr. Xiao Ming, Liu – Director, Bureau of Foreign Affairs
- Mr. Can, Li – Director, Bureau of Commerce
- Mr. Xue, Guan – Director, Bureau of Education
- Ms. Xiang Yu, Ma – Chairman, China Council for the Promotion of International Trade Foshan Committee (CCPIT Foshan)

6. Protocol:

- Meeting will be managed by the CGC Belfast team
- CGC will send out Zoom link

- CGC representative will act as moderator
- HMC will co-ordinate distribution of briefing material
- LCCC to forward final agenda to CGC once signed off

7. Agenda

- Brief introduction of the leaders of the three parties (by moderator) (3 minutes)
- Opening remarks given by Consul General Madam Zhang (5 minutes)
- Foshan City promotional film (5 minutes)
- Brief introduction by Mayor Bai on the current development in Foshan (10 minutes)
- Brief introduction by Mayor Martin on the current development in Lisburn & Castlereagh (10 minutes)
- Free discussion on two cities' future cooperation on economic and trade, education and cultural exchanges, and sister-cities establishment.
- Meeting wrap-up - speech given by Madam Zhang (5 minutes)

8. Video Conference Software - Zoom online meeting software

9. Translation - Foshan FAO will provide online simultaneous Chinese-English interpretation.
(Zoom has this function provided)

Annex 2

China Virtual Trade Mission – Participant Briefing

Hillsborough Castle

Hinch Distillery

Photonic Measurements

Connected Care

Cirdan Imaging

Company	Hillsborough Castle
Address	The Square, Hillsborough
Contact	Alan Greer, Business Development
Sector	Tourism
Email	Alan.greer@hrp.org.uk
Website	www.hrp.org.uk



Company Profile

This splendid late Georgian house, surrounded by 100 acres of glorious gardens, was built in the 1770s by Wills Hill, later 1st Marquess of Downshire. Generations of the Hill family lived here – giving the town its name – until the early 20th century when Hillsborough Castle began to develop the political and royal associations for which it's famous today.

The castle is the official Northern Ireland residence of HM The Queen. In the 1940s, the then Princess Elizabeth enjoyed family holidays here with her sister Princess Margaret, and she continues to visit and attend official engagements here today. The Castle is set in 100 acres of breath-taking gardens and offers significant contrasts of woodland, waterways, gardens with trimmed lawns and meadows as well as specimen trees and rare plants.

The property is now a major tourist attraction, with guided tours of both the castle and magnificent grounds. The castle is easily accessible to Chinese tour groups visiting the UK or Ireland.

Market Opportunity:

China is the most valuable market for international tourism expenditure, spending over US\$254bn abroad in 2019. China was the 13th largest inbound source for the UK in 2019, but 2nd for spend, with new records set for visits.

Before the COVID-19 pandemic, the Chinese outbound market was booming. Visits abroad almost tripled in 10 years; from 28m overnight stays in 2009, to well over 100m in 2019. Due to the coronavirus outbreak, visits from China to the UK decreased by an estimated 84% in 2020 overall, and are forecasted to recover to 2019 levels by 2026.

Most Chinese visitors to the UK come from large urban areas (30% from Beijing and 18% from Shanghai), despite a low urbanisation rate in the country overall when compared to neighbouring countries.

There are 10 Chinese public holidays per year, and going away is a strong aspiration: it is an opportunity to display your social status and learn more about the world.

Chinese middle and upper classes now explore destinations further away than ever before, and this trend is set to grow. Mobile travel apps and platforms allow them to be more independent in planning

their travels. Culture is still an important draw to travel for most, but interests in niche destinations and unique experiences is growing too.

69% of Chinese travellers plan to take an international leisure trip in the next 12 months, and Britain is the second most popular destination within Europe for this audience. The availability of vaccines will be a strong activator for international leisure trips. However, the reopening of borders may also depend on border policies to control COVID-19 cases.

Goals & Objectives

1. Gain a better understanding of the Chinese tourism opportunity and the how best to market the Hillsborough experience to potential visitors
2. Identify the key tour operators who bring groups to the UK and Ireland. Connect with tour representatives and position Hillsborough as a visit location, along with traditional locations such as Giant's Causeway

Company	Hinch Distillery
Address	Killaney Estate, 19 Carryduff Rd, Lisburn
Contact	Terry Cross OBE, Chairman
Sector	Beverage & Tourism
Website	www.hinchdistillery.com



Company Profile

Hinch Distillery is located on the beautiful grounds of Killaney Estate. Our grain to glass distillery has been custom built to produce a very particular styles of Irish Single Malt Whiskey. We use water from the Mourne Mountains, traditional Irish mashing processes and honoured to be part of a proud Irish history of triple distillation. Our whiskey Mash House contains not one but two mashing vessels, allowing us to maximize our flavour profiles. This in turn allows our fermentation to deliver a greater array of flavours that ultimately flows through to our whiskeys. Our stills have been specifically designed with reflux in mind, allowing the vapour and copper interaction the extra time it needs to build a more distinguished flavour profile.

The word 'whiskey' comes from the Irish *uisce beatha*, meaning *water of life*. Irish whiskey was once the most popular spirit in the world. Irish whiskey was one of the earliest [distilled drinks](#) in Europe, arising around the 12th century. It is believed that Irish monks brought the technique of distilling perfumes back to Ireland from their travels to southern Europe around 1000 AD.

Today, Hinch Distillery keeps that tradition alive and is winning awards across the world for the quality of our whiskey, including the best Irish Whiskey trophy at the recent [China Wine and Spirit Awards](#).

Market Opportunity

The spirits market in China is flourishing as the income level of Chinese consumers is increasing. As alcohol consumption in China increases, the Chinese alcohol market reached 1,136 billion RMB (175 billion US\$) in 2019. Spirits make up a majority of the market, with Baijiu alone taking 65% market share. High-end spirits, such as whiskey are more common on Chinese tables, with the major brands investing in advertising to influence on Chinese consumers' alcohol choices. Western alcohol culture is becoming popular among the younger generation, and the rise of e-commerce platforms such as Taobao enable western spirits brands to enter China's alcoholic beverage market more easily.

Whiskey is a rapidly growing segment of the spirits market in China. The history of Irish whiskey stimulates the imagination of the Chinese. Experts point to the link between heritage, longevity and the "family" nature of the product, values that are important to the Chinese.

Demand is growing especially among high-income, urbanised consumers, especially young adults. The largest markets for whiskey are large, cosmopolitan first-tier centers such as Shanghai, Beijing and Guangzhou. Sales of whiskey into China reached £360 million in 2020, a 15% increase over the previous year.

Goals & Objectives

1. Identify and connect with potential new distributors in southern China
2. Identify the key tour operators who bring groups to the UK and Ireland. Connect with tour representatives and position Hinch Distillery as a visit location, along with traditional locations such as Giant's Causeway

Company	Photonic Measurements
Address	3 Crescent Business Park, Lisburn
Contact	Davy Simms, Sales director
Sector	Industrial automation
Email	davy.simms@photonicmeasurements.com
Website	www.photonicmeasurements.com



Company Profile

Photonic Measurements Ltd, is based in Lisburn, is leading the way with a set of products focused on measuring organic content in water including the measurement of UV254 UVA and surrogates NOM, TOC, DOC, COD, BOD & other parameter

The products are used globally and our optical measurement portable devices are available in multiple languages. Wherever you need to measure organic content in water, we have the tools to help you. Photonic Measurements uv254 devices come in different forms: cuvette based system, dip probe, fixed installation probe / sensor system, Modbus probe / sensor

One of the primary customers are water utilities, where UV254 testing at the raw water reservoir, clarifier, UV plant, contact tanks or the treated water service reservoir can be used to maintain the quality of your water while helping to minimise the need of cleaning processes, reducing your costs.

The Photonic Measurements' UV254 Go! is a Portable, Field and Laboratory Analyzer for surrogate measurements of TOC, DOC, COD, BOD via UVA. It enables measurement at different points within the water environment. Equally suited to measurements at the riverside as it is to measure a sample in the laboratory. Place a cuvette into the UV254 Go! press measure and receive your UV254 analysis and surrogate measurements of TOC, DOC, BOD, COD via UVA

Market Opportunity

Half of China's population cannot access water that is safe for human consumption and two-thirds of China's rural population relies on tainted water. Water pollution in China is such a problem that there could be "catastrophic consequences for future generations," according to the World Bank. China's water supply has been contaminated by the dumping of toxic human and industrial waste. Pollution-induced algae blooms cause the surface of China's lakes to turn a bright green, but greater problems may lurk beneath the surface; groundwater in 90 percent of China's cities is contaminated.

China's coastal manufacturing belt, particularly southern China, faces the most pollution. Despite the closure of thousands of pollutant sources, a third of the waterway remains well below the government's

modest standards for water quality. Most of China's rural areas lack a system to treat wastewater. To tackle this growing problem, Chinese state and local governments are investing billions of Yuan to enhance water treatment and monitoring. This has created opportunities for Photonic Measurements to partner on major infrastructure projects and provide a cost-effective system for measuring water quality throughout the treatment process.

Goals & Objectives

1. Gain a better understanding of the procurement process within the Chinese utility sector
2. Introduction to appropriate primary and sub-contractors for major water/waste treatment plants currently being built in China
3. Potential agents/distributors in southern China who already supply into the waste treatment sector and can provide the appropriate level of sales and technical support

Company	Connected Care Solutions
Address	3 Crescent Business Park, Lisburn
Contact	Deepak Samson, CEO
Sector	Healthcare automation
Email	deepak.samson@connectedcaresolutions.co.uk
Website	www.ethelcare.co.uk



Company Profile

Launched in late 2019, the initial software product, “Ethelcare” Internet of Things platform, is delivered on a specially designed large 16-inch touchscreen device, which facilitates low-cost digital home care for the **elderly with minimal computer skills**, whilst allowing both **family/friends and healthcare professionals** to offer remote care and support instantly, providing: -

- A virtual ward/hospital experience
- Chronic care management
- Medication Management
- Reduced social isolation
- Enhanced independent living

The company has been focused on developing the market in the UK and US, with significant sales to a number of local authorities and independent care providers. While at an early stage, the company is keen to explore other export markets such as China where the age profile and challenges in providing care services to such a large population, provides opportunities for the Ethel system

The software has been developed by the team in Belfast and hardware is currently sourced from manufacturers in China. However, the current supply chain issues, along with the need for more rapid product development has increased the need to look at a more local sourcing option. Therefore, the company is keen to explore component sourcing options in Foshan.

Market Opportunity

China’s population is aging faster than almost all other countries in modern history. By 2050, the proportion of Chinese over retirement age will become 39 percent of the total population. China is also aging at an earlier stage of its development than most other countries, creating major long-term problems for both the economy and the health service. Dealing with this challenge is a significant part of current government planning.

China central government is urging local governments to embark on pilot programmes next year to improve smart medical and care services for the elderly, with the goal of rolling out the scheme

nationwide in 2023. Of the 31 provinces, regions and municipalities in mainland China, 15 should launch their local pilot schemes for better medical and care services for the elderly next year.

Goals & Objectives

1. Identify potential partners within the Chinese healthcare service sector and discuss potential to use the Ethel Platform as part of their local offering to hospitals and care homes
2. Introduction to potential suppliers of the key components of the Ethel monitor, with a view to assembly in Northern Ireland. The main requirement is for high-quality flat screen.

Company	Cirdan Imaging
Address	Riverbank, Tullynacross Rd, Lisburn
Contact	Paul Kelly, Sales Director
Sector	Healthcare automation
Email	Paul.kelly@cirdan.com
Website	www.cirdan.com



Company Profile

Cirdan is a leading provider of informatics and imaging solutions that enhance and speed up the diagnosis of patients. Headquartered in Lisburn, with offices in Canada and Australia, Cirdan is recognised as one of the leading suppliers of laboratory information systems worldwide. Their systems are currently helping to increase efficiency and streamline operations in clinical laboratories across six continents. Their key product, ULTRA, is a dedicated LIS, which has the primary purpose of meeting the needs of the clinicians, scientists, pathologists, administrators and patients who depend on it. ULTRA is designed for high volume data entry with minimal user input required. It has evolved around a need for fast and accurate work flows and the move towards a paperless lab environment.

Cirdan was established in 2016 by Dr. Hugh Cormican, an experienced innovator and serial entrepreneur, who previously grew and listed Andor Technology onto the London stock market.

Market Opportunity

China's economic growth is slowing down, but the medical device industry is still on the rise. The Chinese medical device industry was valued at US\$18.8 billion in 2018 and is projected to grow modestly through 2021, when it should reach over US\$29 billion. The Chinese medical device market is buoyed by the increasing demand for high-tech medical device imports to treat chronic and age-related disease. Also, China's 13th Five-Year Plan prioritizes health and innovation, which will improve prospects for foreign medical device manufacturers.

Public hospitals, controlled by local authorities, are expected to hold a dominant role in China's healthcare system, retaining a strong pool of talent and medical resources. However, national health reform is forcing public hospitals to overhaul their revenue streams, improve their service efficiency and cut costs. Hospitals are under pressure from both central and local authorities to vastly improve the level of care offered to patients, focusing on: better performance management systems, improve the patient experience, encourage standardization of medical services and clinical processes, and optimize and integrate hospital information systems. These are all areas that can be enhanced with the Cirdan product range.

Goals & Objectives

1. Gain a better understanding of the healthcare supply chain in southern China, plans for growth and the channels to market
2. Connect with suitably qualified distributors/resellers who already have strong connections within the local supply chain and have the technical capability to support the Cirdan range of products and services.

Evaluation Report and Outcomes

Annex 3

Meetings Arrangement List

No	UK Company	Contact	Job Title	Website	email	Chinese Company	Contact	Job Title	Website	email	Meeting time
1	Hillsborough Castle	Alan Greer	Business Development	www.hrp.org.uk	Alan.greer@hrp.org.uk	Chinese International Travel Service	Ms. Yan-Ping Luo & Ms. Pei-ling Wu	Manager	http://www.fscts.com	3141581553@qq.com	16:20-16:40
						Shun-zhi-lu International Travel	Mr. Wei-Xiang He	Manager		13928289802@139.com	16:40-17:00
						Haohan Exhibition	Ms. Bao-Ying, Jiang	Manager		2850573635@qq.com	17:00-17:20
						GWTS Travel	Mr. Liang Xu	Operation Director		zhongfulv_88@163.com	17:20-17:40
2	Hinch Distillery	Michael McHugh & Kieran McGuigan	Chairman	www.hinchdistillery.com		Remfly Wine	Mr. Yong-Jie Ho	Director	http://www.remfly.cn	Remfly_fs@163.com	16:20-16:40
						Huishang Display Furniture	Mr. Zi-Sheng Huang	General Manager	http://www.fshuishang.cn/		16:40-17:00
						Chinese International Travel Service	Ms. Yan-Ping Luo & Ms. Pei-ling Wu	Manager	http://www.fscts.com	3141581553@qq.com	17:00-17:20



Evaluation Report and Outcomes



						Shun-zhi-lu International Travel	Mr. Wei-Xiang He	Manager		13928289802@139.com	17:20-17:40
3	Photonic Measurements	Davy Simms	Sales director	www.photonicmeasurements.com	davy.simms@photonicmeasurements.com	Hanzhen g Testing	Mr. Wen-Jie Yang	Manager	www.grandblue.cn	yangwenjie@grandblue.cn	16:20-16:40
						Foshan Water Group	Mr. Jian-Ming Huang	Vice President	www.fswater.com/	huangjianming@fswater.com	16:40-17:00
						Sunda Tech	Mr. Bin, Li	Manager	www.sunda.zj.cn	lib@sunda.zj.cn	17:00-17:20
4	Connected Care Solutions	Deepak Samson	CEO	www.ethelcare.co.uk	Deepak.samson@connectedcaresolutions.co.uk	Jianxiang Nursing	Ms. Li-Bo, Liu	Director			16:20-16:40
						Xinglian Nursing	Ms. Ling-Fei, Wang	Deputy Director		lingfeiwang314@126.com	16:40-17:00
						Dignity Elec	Mr. Zheng-Hua, Huang	Vice President	www.dignity.com.cn	azheng@dignity.com.cn	17:00-17:20
						Weibang Tech	Ms. Yuman, Yao	Manager	www.wabon.com.cn	export@wabon.com.cn	17:20-17:40
5	Cirdan Imaging (医疗成像)	Philip Moore	Sales Director	www.cirdan.com	Philip.moore@cirdan.com	Foshan Chanche ng Hospital	Mr. MingH ua, Tan	Deputy Director	https://www.fscyy.com	tmh@fscyy.com	16:20-16:40
						Lippo Group	Mr. HaiBin g, Zheng	Vice President	https://lippogroup.com/	273481690@qq.com	16:40-17:00



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Current Regeneration and City Centre priority areas – High Street Task Force; Proposed Study Visit

Background and Key Issues:

Background

1. The Council's existing Regeneration and City Centre Management programme includes a broad range of ongoing activities that link to:
 - The City Centre Masterplan, including recently agreed plans to progress the development of the Linenhall Street and Castle Street car parks under Development Brief; animation projects, marketing, promotions and stakeholder liaison e.g. City Centre Partnership
 - The ongoing roll out and finalisation of the Covid Revitalisation Programme, including successful delivery of 10 new businesses and 10 repurposing via the Urban Investment Fund; planning for further calls
 - The new £2.2m Small Settlements Programme, and plans for Hillsborough Public Realm as part of Belfast Region City Deal
 - Lisburn Light Festival and Christmas Programme
 - Production of the Sam McBratney Trail by the Council's Communities team
 - Gateway improvements, including the Umbrellas project and a focus on the renewal of city centre entries
 - The Department for Communities Forward Work Plan, including future funding plans for Smithfield Square, and Environmental Improvements in Dundonald and Carryduff and implementation of the Castlereagh Urban Framework
 - The Lagan Corridor, including greenway and blueway infrastructure

- The potential to move new projects forward around Lisburn Historic Quarter including leveraging residential regeneration and the creative and cultural sector, the regeneration of the Antrim Street area, and improved events infrastructure in Market Square to assist in ongoing animation activities
- Citywatch and public space CCTV

Key Issues

High Street Task Force

1. The Executive Office of the NI Assembly formed the High Street Task Force (HSTF) to identify the challenges and issues that high streets across NI face, and to oversee the development of solutions and actions that can be taken to support NI's high streets.
2. The HSTF issued a call for evidence at the end of 2021 which the Council fed into. After considering the findings, the HSTF produced the "Delivering a 21st Century High Street" report with 14 recommendations. Alongside this report, the findings of the Call for Evidence have been summarised in the "Call for Evidence 2022 Report".
3. Both reports are available via the following link: [Call for Evidence Report and Recommendations](#).
4. The HSTF report "Delivering a 21st Century High Street" is planned to be considered by the NI Executive, which will determine how it can be aligned with the future Programme for Government. The report acknowledges the contribution made by Councils in co-operation with central government in terms of place based regeneration over many years. It details a series of immediate (Year 1), medium term (Years 2 and 3), and longer term (towards 2050) recommendations for central and local government in partnership with key stakeholders.
5. The recommendations are not controversial, and speak to concepts and ideas that the Committee will already be familiar with in terms of the Council's existing regeneration and city centre management programme highlighted above. Importantly it includes a recommendation on the devolution of further powers to local government, including those required for regeneration.

The report includes recommendations that relate to:

- A Living High Streets Programme and Fund - Living High Streets "Craft Kit" available from:

<https://www.communities-ni.gov.uk/sites/default/files/publications/communities/mag-living-high-streets-craft-kit.pdf>

- Exposure to best practice
- Rates Relief and Rates Reform

- Dereliction Strategies, and Investment in Place Shaping, including Blue/Green Infrastructure
 - Introducing a Challenge Fund and taking advantage of technology in new ways
 - More powers devolved to local government
 - Review of Fiscal Policies and Planning Processes
6. Officers will review the recommendations with a view to applying any new learning points to the scope and design of the Council's Regeneration and City Centre Management programme going forward. In terms of the potential for successful implementation of all of the recommendations, much will depend on the report's journey through the NI Executive and Departmental structures and processes, in terms of both policy direction and establishing the necessary financial resources. Further reports will be provided to the Committee in this regard as the initiative progresses.

Study Visit to Liverpool

7. Recently Professor Roberts visited our city centre as a guest of the Chair of the Development Committee. Professor Roberts is the current Chair of the NIHE Board and is the author of two regeneration books. Following the city centre walk around and the discussion of the Council's Masterplan and emerging developments, he has subsequently agreed to host a visit to regeneration projects in the Liverpool area.
8. It is envisaged that this trip will draw on key learning from others and thus it is proposed to take a cross party delegation including the Chair and Vice Chair or their nominees to visit such projects. The final arrangements will be drafted post member consideration. It is envisaged the visit will involve one overnight stay.

Recommendation:

It is recommended that the Committee considers and:

1. Notes the update and recommendations of the High Street Task Force, and agrees to receive further reports as the initiative progresses
2. Agrees that the Chair and Vice Chair of the Committee or their nominees lead a cross part delegation with appropriate officers to a regeneration study trip to England with the learning reported back at a future meeting

Finance and Resource Implications:

Cost of the study visit is estimated to be in the region of £3500

All costs have been previously approved and provision made within the existing 2022/2023 Economic Development budget estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Not applicable to the subject matter

If yes, what was the outcome?:

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

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

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

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

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

n/a

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

SUBJECT TO PLANNING APPROVAL:

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

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

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?
If Yes, please insert date:



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Decision

TITLE: Covid Recovery Small Settlements Regeneration Programme - Update

Background and Key Issues:

Background

1. Funding has now been secured through the Department for Communities, Department for Infrastructure and the Department for Agriculture, Environment and Rural Affairs to deliver a Covid Recovery Small Settlements Regeneration programme.
2. Delegated authority was granted at February's Development Committee to the Chair of the Committee and the Director of Service Transformation to agree the final plan prior to submitting to DfC in order to secure the release of a Letter of Offer.
3. Delegated authority was granted at March's Development Committee to the Chair and Vice Chair of the Development Committee and the Director of Service Transformation to agree the guidance and Terms of Reference for the delivery of the Rural Investment Fund, the Heritage Shop Front Grant Scheme and the Shop Front Scheme.
4. A letter of Offer has been signed and returned to the Department for Communities, and Council match funding of £232,333 has been ring-fenced from the 2022/2023 corporate budget estimates.

5. It must be noted that the deadline for programme delivery is 31st March 2023 as per the letter of offer although it is envisaged that this may be negotiable as project delivery progresses.

Key Issues

1. A cross directorate Small Settlements Project Board has been established with representation from the Department for Communities and Department for Infrastructure to manage the delivery of the programme and ensure projects are delivered in budget and within the timeframe as outlined in the letter of offer.
2. The Project Board has met a number of times, and progress has been made in the following areas;
 - Recruitment of a fixed term Small Settlements Officer has been released to agency as an interim measure pending recruitment of the agreed Fixed Term post.
 - Officers are progressing the appointment of an employer's agent through an appropriate framework.
 - Heritage information workshops have been held in Moira and Hillsborough to provide information to businesses on the upcoming heritage grant schemes, and the scheme guidance documents completed
 - A five-year cycle of Bulbs have been ordered by Parks and Amenities to undertake the improved planting at Gateways and arterial routes.
 - A community engagement workshop (led by the Communities team) is scheduled for late June which will be used to inform the Environmental Improvement Scheme proposed for Annahilt.
 - Designs for replacement Gateway Signage for Moira are currently being drafted and options will be agreed by members before installation.
 - Expression of interest documentation has been drafted for the community markets by Communities working with Economic Development; procurement documents being prepared for community markets' contribution to growth in the food and drink programme in Moira and Hillsborough
 - Destination Tourism Packages – Marketing allocation as a continuation of the Royal Hillsborough and Historic Moira campaign ring-fenced, and now featured in draft procurement documents as part of Year 1 activities in the wider integrated marketing campaign 3-year tender
3. Attached for noting (**see Appendices**) are the Expression of Interest and application documents agreed by the Chair, Vice Chair and Director under the agreed delegated authority for the heritage shop front scheme to be delivered in Hillsborough and Moira. Guidance and Terms of Reference for the delivery of the Rural Investment Fund and the Shop Front Scheme are currently being drafted for approval under the agreed delegated authority by the Chair and Vice Chair of the Development Committee and the Director of

Service Transformation for approval as agreed at March's Development Committee. These documents will therefore be presented for noting in due course.

4. The initial draft plan submitted to DfC was agreed by Members at February's Development Committee. The overall plan has now been refined and is attached (**see Appendix**) for Members' review. Officers have sought to balance the planned investment across as many of the eligible settlements and the DEAs as possible whilst ensuring good prospect of delivery and positive impact within the restricted timeframe. It should be noted that there are no small settlements in Castlereagh South and Lisburn South that meet the definition of a small settlement as outlined by DfC (DfC/DfI/DAERA defined an eligible small settlement as normally having a population of between 1,000 and 4,999).
5. Attached (**see Appendix**) for Members' consideration is a breakdown of the proposed projects to be delivered in each eligible settlement - this has also been mapped out across the relevant DEAs for ease of reference (**see Appendix**). It was agreed at March's Development Committee that a Shop Front scheme would be delivered across all eligible small settlements except Hillsborough and Moira, as they will have a specific heritage shop front scheme. The Rural Investment Fund will be open to all eligible villages and improved gateway planting will be undertaken in each eligible village.

Recommendation:

It is recommended that the Committee considers and:

1. Notes the appended documents for delivery of the grant programme.
2. Agrees the table of projects as presented.
3. Agrees that further updates are presented as the project progresses.

Finance and Resource Implications:

All costs have been previously approved and match-funding provision of £232,333 has been made within the existing 2022/2023 budget estimates.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

Option 1
Screen out
without mitigation

Yes

Option 2
Screen out with
mitigation

Option 3
Screen in for
a full EQIA

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

An overarching screening document has been completed for the programme and is being reviewed by the Equality Officer, but each project will be screened individually

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been
given to Rural Needs?

Yes

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

Yes

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

n/a

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

The projects will be undertaken in a rural environment, an overarching RNIA has been undertaken but each individual project will require a rural needs impact assessment.

SUBJECT TO PLANNING APPROVAL:

Yes

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

APPENDICES:

- Appendix 10(a)** – Expression of Interest document
- Appendix 10(b)** - Application document
- Appendix 10(c)** – Draft plan
- Appendix 10(d)** - Proposed projects to be delivered
- Appendix 10(e)** – Proposed projects (mapped)
- Appendix 10(f)** – Rural Needs Impact Assessment

HAS IT BEEN SUBJECT TO CALL IN TO DATE? No

If Yes, please insert date:



Lisburn and Castlereagh City Council

Heritage Shop Front Scheme

Royal Hillsborough and Historic Moira

Stage 1: Expression of Interest



Department for
Communities

www.communities-ni.gov.uk

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Appendix - Stage 1: Expression of Interest Form

Heritage Shop Front Scheme – Hillsborough / Moira

Expression of Interest

1. The Opportunity

Lisburn & Castlereagh City Council has developed a Heritage Shop Front Scheme funded through the COVID Recovery Small Settlements Regeneration Programme. The Scheme offers businesses situated within Hillsborough and Moira Conservation Area, the opportunity to apply for a grant to improve their shop frontage.

2. Scheme Objective

The scheme aims to support businesses, whose shop fronts currently sit outside of planning regulations, from a heritage perspective, and help the businesses to replace their shop front façade and signage in order to conform to the conservation guidelines. The aim of the scheme is to create a more pleasing environment by improving heritage shop fronts, resulting in wider benefits for the public realm and civic pride.

3. Application Process

- **Stage 1 – Expression of Interest**

Applicants are given the opportunity to apply through an expression of interest process and are required to submit an estimated cost to undertake the works. If the submission meets the objective of the scheme they will be invited to submit an application.

Deadline for Expressions of Interest – DATE (allow 3 weeks)

- **Stage 2 – Application**

In order to progress this stage, the applicant will be required to provide details of the proposed works.

Full application will include the provision of:

- Confirmation of engagement with competent architect. Contact details must be provided.
- 3 written quotations for proposed works demonstrating value for money has been achieved.
- Evidence of security of tenure and/or written consent from property owner.

If your application is successful, confirmation will be sent via email, detailing the amount of grant you are eligible for and match funding required. Your letter of offer will be issued to you upon receipt of your planning reference number.

Deadline for Applications – DATE (allow 4 weeks)

- **Stage 3 – Letter of Offer**

A letter of offer will be provided on provision of the following (provided via email):

- Architectural drawings of the proposed heritage shop front and signage submitted to planning and planning reference number provided. Drawings should be shown to scale e.g. 1:100. *To ensure clarity of shop front detail, include elevation drawings at a scale of 1:20 and section drawings at 1:10 as appropriate.*

- **Deadline for Applications – DATE (allow 6 weeks)**

We understand that this process can be lengthy so please allow for time to consult with planning and provide final drawings in order to secure planning approval.

4. The Grant

This grant will be offered to small business owners with properties within the Hillsborough or Moira Conservation Area, to enhance the appearance and condition of their shop fronts and signage, making the Conservation Area a more attractive place for both occupiers and visitors.

Successful applicants will receive a grant of up to 80% - maximum £12,500 (ex VAT).

You must demonstrate your contribution of a minimum 20% of the overall costs (ex VAT) has been paid.

In order to receive the maximum grant, your certified paid invoices **must** equate to at least £15,625. (ex VAT).

For example;

- Total project spend - £15,625 – Grant - £12,500 (ex VAT).
- Total project spend - £12,500 – Grant - £10,000 (ex VAT).

Following the Expression of Interest stage, the Council will evaluate the submissions and invite successful applicants to submit an application.

When the Stage 2 - Application Process closes, council will be in a position to confirm the grant funding level that will be offered. This will be based on the quotations submitted at Stage 2.

Funding will be offered on a percentage of the total costs of the work as detailed above. The funding amount will be clearly detailed in the letter of offer.

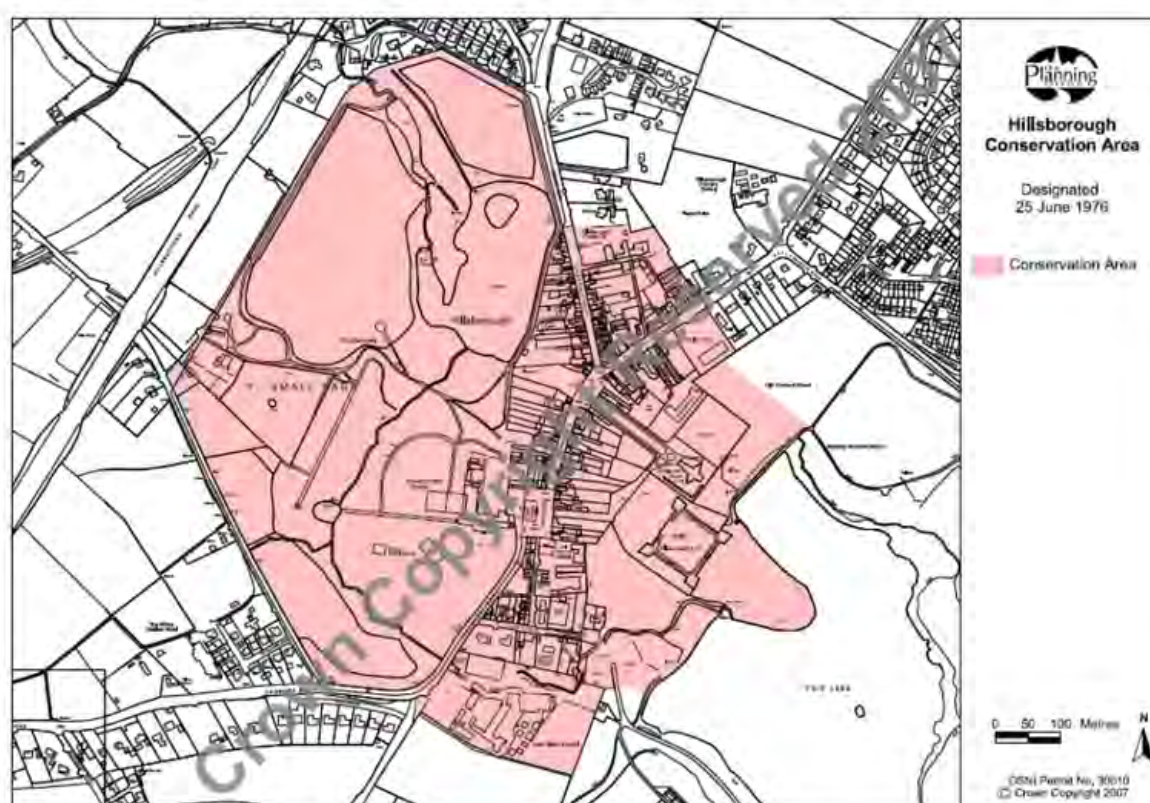
Please note the grant funding will be for works only excluding VAT. Professional and statutory fees are not funded through this scheme.

It is expected there will be a high demand for the funding and regrettably the Council will only be able to support a proportion of the expressions of interest received. Funding will be assessed and awarded cognisant of the heritage guidelines.

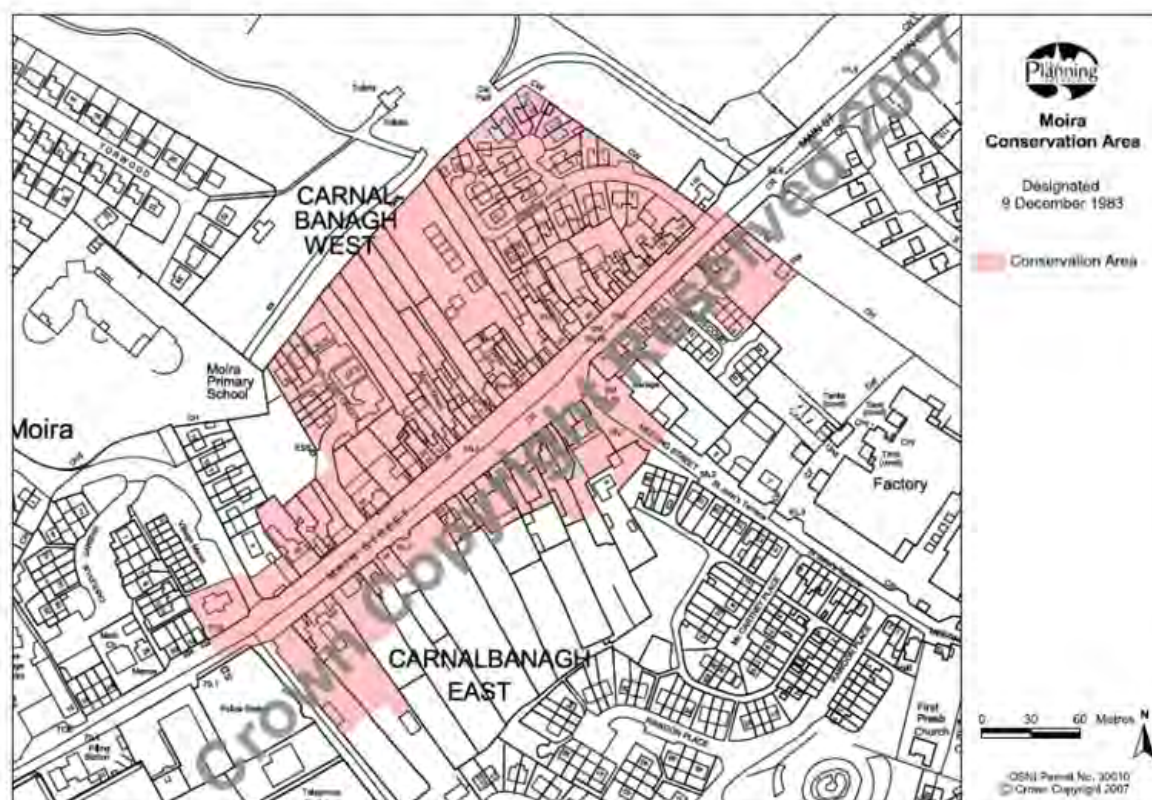
5. Who can apply?

All businesses within Hillsborough and Moira Conservation Area are eligible to apply. Businesses must be situated within the eligible boundary of Hillsborough and Moira Conservation Area as outlined on the maps below which represent the historic core of Hillsborough and Moira.

MAP OF HILLSBOROUGH CONSERVATION AREA



MAP OF MOIRA CONSERVATION AREA



6. Who cannot apply?

In general, the following will not be eligible to apply for funding:

- Businesses who are not situated within the Hillsborough or Moira Conservation Area.
- Sports Clubs
- Public Buildings
- Political Organisations
- Multiples

7. What can be funded?

Funding is available for the repair and replacement (where appropriate) of:

- Shop fronts (requiring full planning consent)
- Signage (requiring advertising consent)
- Lighting (may require advertising consent)
- Redecoration (may require full planning consent)
- Removal of wires etc.
- Removal of inappropriate shutters or awnings

Proposals should undertake improvements which are sympathetic to the Conservation Area, and complies with all regulations, permissions and shows consideration to the existing character and appearance of the Conservation Area as outlined in the accompanying summary of best practice. **Shop fronts and signs that are currently not yet in compliance with planning guidance are encouraged to apply.**

8. What cannot be funded?

In general, the following will not be eligible for funding:

- Any costs or projects which are clearly another statutory agency's responsibility or costs that can be claimed back from elsewhere e.g. **VAT cannot be funded**
- Costs incurred prior to a letter of offer from Council (retrospective funding)
- Professional and statutory fees including planning consents, building control and legal fees or any costs incurred in obtaining quotes in preparation of applications
- Loan Repayments
- Consultancy fees
- Costs towards ongoing running costs/ cash/flow (e.g. electricity, rent, rates, insurance etc.)
- Costs towards banking charges and / or repayment of debt.
- Costs which are not clearly linked to the project
- Costs that are assessed as poor value for money, or have not followed the scheme guidance
- Costs that are already covered by other funding or income sources
- Costs which are deemed excessive by Council's QS advisor
- Cash expenditure will not be eligible for refund from Council
- Salary costs will not be funded
- Alcohol, gratuities, gifts and prizes will not be funded
- Purchase of stock for general trading purposes
- Costs relating to transportation/vehicles
- Council reserves the right to reject late applications

9. Statutory Consents

Your proposal will require at least one the following:

- **Planning Permission** – for the replacement or alteration of any shop front.
- **Advertising Consent** – for the replacement or alteration of any sign.
- **Conservation Area Consent** – where a proposal includes demolition of for example the existing shop.
- **Listed Building Consent** – where the property concerned is a listed building.

It is the applicant's responsibility to secure and evidence all necessary statutory consents and to ensure legal compliance with all approvals. A 'Certificate of Lawful use or Development' may be requested to prove that planning consent is not required if there is any uncertainty.

Applicants are encouraged to submit all necessary statutory consents as soon as possible.

Please see below contact details for the relevant statutory departments:

- Planning

Telephone: 028 9244 7300

Email Address: planning@lisburncastlereagh.gov.uk

- Building Control

Telephone: 028 9244 7300

Email Address: building.control@lisburncastlereagh.gov.uk

For further details, please refer to Conservation Area Design Guidance.

Appendix 1 -

Stage 1: Expression of Interest Form

Section 1 – Applicant Details

The applicant must be the key contact to discuss all details of this application

Full Name	
Address Line 1	
Address Line 2	
Address Line 3	
County	
Postcode	
Contact Telephone Number	
Email Address	
Relationship to property	Owner <input type="checkbox"/> Tenant <input type="checkbox"/> How many years lease? _____ Other <input type="checkbox"/> Please Specify: _____

Section 2 – Property Owner Details (same as above)

Name of Registered Property Owner	
Address Line 1	
Address Line 2	
Address Line 3	
County	
Postcode	
Contact Telephone Number	
Email Address	

If there are multiple registered property owners, please provide all property owner details?	
Property Owner Name	
Address Line 1	
Address Line 2	
Address Line 3	
County	
Postcode	
Contact Telephone Number	
Email Address	
Do you own other properties in Lisburn & Castlereagh Council Area?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Additional owner details should be supplied in appendices.

Section 3 – Business Property Details

Business Name	
Business Address Line 1	
Business Address Line 2	
Business Address Line 3	
County	
Postcode	
Which sector best describes the service your business provides?	Hair and Beauty <input type="checkbox"/> Leisure and Tourism <input type="checkbox"/> Hospitality <input type="checkbox"/> Retail <input type="checkbox"/> Professional Services <input type="checkbox"/> Other _____ <input type="checkbox"/>
Is the business property occupied or vacant?	Occupied <input type="checkbox"/> Vacant <input type="checkbox"/>

<p>Is your business property located within the Conservation Area?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Is the property where your business is located a Listed Building?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Have you received any enforcement notices regarding your business shop front?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Is yes, please specify: _____</p> <p>_____</p>
<p>Provide a detailed description of the external condition of the property.</p> <p>(Please attach supporting photographs with your submission)</p>	
<p>Provide a detailed description of the external improvement works you plan use the funding towards</p>	
<p>Estimated total costs for planned works (£) ex VAT (Please note your submission will not progress to the next stage without estimated costs)</p>	<p>£</p>

Section 4 - Declaration

- All of the information provided in this expression of interest form is true and correct
- I confirm that I am aged 18 or above
- I have read the accompanying Conservation Area Design Guidance and understand that it is my responsibility to ensure that all statutory regulations and processes are complied with. *Failure to comply may result in the grant being withheld.*
- I have received property owner consent to carry out the works outlined in this expression of interest form
- I have attached supporting photographs with my submission

Full Name (Block Capitals):

Signature:

Date:

**Expressions of Interest to be received no later than
DATE.**

Please return the completed expression of interest form and supporting photographs to becky.gamble@lisburncastlereagh.gov.uk or via post to **Becky Gamble, City Centre Management, 11-13 Market Square, Lisburn, BT28 1AE.**

If you require any additional information please telephone **07747008353.**



Lisburn and Castlereagh City Council

Heritage Shop Front Scheme

Royal Hillsborough and Historic Moira

Stage 2: Application Process



Department for
Communities
www.communities-ni.gov.uk

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5. Payment of Grants	Page 5
6. Evaluation Criteria and Scoring	Page 5

Appendix - Stage 2: Application Form

Heritage Shop Front Scheme – Hillsborough & Moira

Application Guidance

1. Application Details

Thank you for submitting an Expression of Interest for the Heritage Shop Front Scheme. You are now invited to submit an application.

Please note – funding will be allocated as follows;

Successful applicants will receive a grant of up to 80% - maximum £12,500 (ex VAT) and must be able to demonstrate your contribution of a minimum 20% of the overall costs (ex VAT) has been paid.

- **Stage 2 – Application Process**

In order to progress this stage, the applicant will be required to provide details of the proposed works.

Full application will include the provision of:

- Confirmation of engagement with competent architect. Contact details must be provided.
- 3 written quotations for proposed works demonstrating value for money has been achieved.
- Evidence of security of tenure and/or written consent from property owner.

If your application is successful, confirmation will be sent via email, detailing the amount of grant you are eligible for and match funding required. Your letter of offer will be issued to you upon receipt of your planning reference number.

Deadline for Applications – DATE (allow 4 weeks)

- **Stage 3 – Letter of Offer**

A letter of offer will be provided on provision of the following provided via email:

- Architectural drawings of the proposed heritage shop front and signage submitted to planning and planning reference number provided. Drawings should be shown to scale e.g. 1:100. *To ensure clarity of shop front detail, include elevation drawings at a scale of 1:20 and section drawings at 1:10 as appropriate.*

We understand that this process can be lengthy so please allow for time to consult with planning and provide final drawings in order to secure planning approval in good time.

- **Deadline for completion of works – 31 March 2023**

2. General Guidelines for Consideration

- Your shop front and signage are the first part of your business that a potential customer will see, make them attractive through good quality design and use of high quality materials.
- Use professional designers, architects, builders and crafts people with experience of properties within a Conservation Area.
- Avoid inappropriate pastiche design. Where traditional design options are appropriate reference is to be taken where possible to existing historic fabric and historic photographs. Good contemporary design can also be achieved successfully with respect given to immediate context and that of the wider area.
- Take into account the whole shop front and fully co-ordinated signage, lighting etc.
- Consider not only the front elevation of the building but also neighbouring properties.
- Roller shutters are detrimental to the night economy and aesthetically inappropriate within the Conservation Area and will only be considered where essential to the function of the business such as a jewellers, bank etc. Where there is an opportunity, premises are encouraged through this scheme to remove inappropriate roller shutters and where applicable replace with security glass. Where properties have retained historic glass this would not be appropriate.
- In those exceptional cases where a roller shutter is considered necessary it must be designed as part of the shop front so that it is located internally behind the front window with perforated designs to allow views into the building.

3. Statutory Consents

Your proposal will require at least one the following:

- **Planning Permission** – for the replacement or alteration of any shop front.
- **Advertising Consent** – for the replacement or alteration of any sign.
- **Conservation Area Consent** – where a proposal includes demolition of for example the existing shop.
- **Listed Building Consent** – where the property concerned is a listed building.

It is the applicant's responsibility to secure and evidence all necessary statutory consents and to ensure legal compliance with all approvals. A 'Certificate of Lawful use or Development' may be requested to prove that planning consent is not required if there is any uncertainty.

Applicants are encouraged to submit their all necessary statutory consents as soon as possible.

Please see below contact details for the relevant statutory departments:

- Planning

Telephone: 028 9244 7300

Email Address: planning@lisburncastlereagh.gov.uk

- Building Control

Telephone: 028 9244 7300

Email Address: building.control@lisburncastlereagh.gov.uk

4. Procurement

Applicants must provide valid quotations for each element of the works when submitting their application which demonstrates value for money has been sought. A letter of offer will not be issued until all valid quotations have been received.

Council understand that there may be slight variances between quotations and final invoices due to timing and the nature of the proposed works. Invoices must be made available prior to allocation of the grant.

- **3 written or emailed quotations from separate suppliers must be provided with your application (e.g. screenshots from supplier website or an email from supplier)**

5. Payment of Grants

- Do not commence work, pay deposits or confirm the purchase of any materials until you have received a letter of offer and returned a signed form of acceptance to the Council. **Council will not retrospectively fund projects.**
- Payment of grant will be made to the applicant via direct BACS payment. No cash or cheque payments will be made.
- Payment will only be made upon receipt of the following documentation:
 - Completed Form of Acceptance;
 - Completed New Supplier Form;
 - Copy of certified paid invoice(s) for planned activity/works – **All invoices must be dated after the letter of offer is issued;** and
 - Copy of all relevant consents. Statutory Permissions must be in place before your project commences.

6. Evaluation Criteria and Scoring

Applications will be evaluated as follows:

No.	Criteria	Pass/Fail
1	Premises situated in the Conservation Area	
2	The proposed alterations are in keeping with design standards as outlined in accompanying summary of best practice leaflet	
3	Confirmation of engagement with competent architect. Contact details must be provided.	
4	Applicant provided 3 recent, comparable and detailed quotations from competent supplier for relevant works	
5	Applicant provided evidence of security of tenure and/or written consent from property owner	
6	Applicant declared that; <ul style="list-style-type: none"> • all of the information provided in their application form is true and correct • their project will be completed by March 2023 • they have match funding in place • they have carried out their due diligence and their contractor is competent to undertake the works 	
7	Applicant signed application form	
8	Applicant provided planning reference number	
9	Applicant returned signed form of acceptance	

For further details, please refer to Conservation Area Design Guidance.

Appendix 1 –

Stage 2: Application Form

Section 1 – Submission Reference (allocated to the applicant from stage 1)

Submission Reference	
-----------------------------	--

Section 2 – Architect Details

Company Name	
Contact Name	
Telephone Number	
Email Address	

Section 3 – Quotations for Works

Please list the items of work proposed and relevant supplier quotation information.

PLEASE NOTE: Council can only fund costs excluding VAT.

Item	Item Description or Planned Activity	Supplier/ Contractor Quote 1 (ex VAT)	Supplier/ Contractor Quote 2 (ex VAT)	Supplier/ Contractor Quote 3 (ex VAT)
	Insert Company Name:			
1		£	£	£
2		£	£	£
3		£	£	£
4		£	£	£
8		£	£	£
6		£	£	£
	Total	£	£	£

Please provide proof of all quotations e.g. email from supplier or screenshot from website

Retrospective purchases e.g. invoices dated before the letter of offer cannot be funded

Grants will be awarded based on lowest acceptable price.

Section 4 - Application Checklist

- Confirmation of engagement with competent architect. Contact details must be provided.
- 3 recent, comparable and detailed quotations from competent supplier for relevant works
- Evidence of security of tenure and/or written consent from property owner

Section 5 - Declaration

- All of the information provided in this application form is true and correct
- My project will be completed by March 2023
- I have match funding in place and understand that I will have to cover costs over and above the maximum allocation
- I have carried out my due diligence and ensure that the chosen contractor is competent to undertake the works and has an awareness of health and safety issues and procedures

Full Name (Block Capitals):

Signature:

Date:

Application Form to be received no later than

DATE

Please return the completed expression of interest form and supporting photographs to becky.gamble@lisburncastlereagh.gov.uk or via post to **Becky Gamble, City Centre Management, 11-13 Market Square, Lisburn, BT28 1AE.**

If you require any additional information please telephone **07747008353.**

Refined Projects - DEA

	Castlereagh East	Downshire East	Downshire West	Killultagh	Lisburn North
Moneyreagh	Proposed Car Park - Land Transfer Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Shop Front Scheme Rural Investment Fund				
Annahilt		Environmental Improvement Scheme Parklet behind pre-school Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Shop Front Scheme Rural Investment Fund			
Dromara		Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Shop Front Scheme Rural Investment Fund			
Drumbeg		Seating Area at Drum Bridge Car Park Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Shop Front Scheme Rural Investment Fund			

<p>Navigation House</p>			<p>Access to Towpath from Navigation House</p>		
<p>Hillsborough</p>			<p>Parklet (Pres Church) Improved Planting at Gateways Heritage Shop Front Scheme Rural Investment Fund Destination Tourism Package</p>		
<p>Moira</p>			<p>Parklet Improved Planting at Gateways Heritage Shop Front Scheme Gateway Signage Rural Investment Fund Destination Tourism Package</p>		
<p>Aghalee</p>				<p>Traffic Calming Measures Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Investment Fund Rural Shop Front Scheme</p>	
<p>Ballinderry</p>				<p>Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Investment Fund</p>	

				Rural Shop Front Scheme	
Glenavy				Improved Planting at Gateways Improvements to dedicated open space and walking trails Traffic Calming Measures Rural Shop Front Scheme Rural Investment Fund	
Maghaberry				Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Investment Fund Rural Shop Front Scheme	
Milltown					Improved Planting at Gateways Improvements to dedicated open space and walking trails Rural Investment Fund Rural Shop Front Scheme

Project Title	Project Description	Locations	Budget	
Grant Aid Projects				
Rural Investment Fund (RIF)	Grant aid to encourage new business into the area or support existing businesses to diversify their current offer through repurposing of vacant units (this must include unused areas of their current premises).	Hillsborough Moira Glenavy Maghaberry Moneyreagh Dromara Annahilt Ballinderry Aghalee Drumbeg Milltown	£316,000.00	This fund is open to all small settlements
Heritage Shop Front Scheme	The scheme aims to support business, whose shop fronts currently sit outside of planning regulations, from a heritage perspective, and help the businesses to replace their shop front façade and signage in order to conform to the guidelines as per the Lisburn Conservation area guide. The aim of the scheme is to create a more pleasing village centre environment by improving heritage shop fronts, resulting in wider benefits for the public realm and civic pride.	Hillsborough Moira	£265,000.00	
Small Settlements Shop Front Scheme	This grant will be offered to small business owners with premises in hospitality/ retail units on the main street within small settlements, to enhance the appearance and condition of their shop fronts and signage, making the area a more attractive place for both occupiers and visitors.	Glenavy Dromara Annahilt Aghalee Milltown	£81,333.00	
Environmental Improvement Projects				
Improved Transport and Walkability Infrastructure	Infrastructure to support Traffic Calming Measures and increase safety	Glenavy Aghalee	£520,000.00	Planning in place for Aghalee and Glenavy
Environmental Improvement Scheme	Improvements to footpaths, lighting, roads etc Creating more car parking around the school in Annahilt – land transfer possibly from NIHE Creation of a Car Park in Moneyreagh Possible traffic calming measures.	Annahilt Moneyreagh	£400,000.00	

Greenway Enhancement Schemes	Increase the accessibility of Greenway links across Small Settlements to include improvements to sections of the Lagan Towpath linking the tow path to villages and creating walking loops for residents of the villages, resurfacing to allow for better navigation and the installation of benches, bins, sign posting and bicycle racks, improving usability of these linkages (Bike lock ups where possible).	Glenavy Maghaberry Moneyreagh Dromara Annahilt Ballinderry Aghalee Drumbeg Milltown	£200,000.00	
Access to the Lagan Tow Path from Navigation House	Reopen access from the Navigation House to the Lagan Tow Path. Historically there were steps from the Navigation House site through a gate down to the path.	Navigation House - Blaris	£80,000.00	
Implementation of an Active Travel Network Strategy (ATNMS)	Implementation of an Active Travel Network Strategy to identify existing walking and cycling routes and to investigate where upgrades or new routes can be anticipated over the next 15 years (Future Routes). The Strategy will be publicised on the Council Website.	Hillsborough Moira Drumbo Annahilt Moneyreagh Dromara	£80,000.00	Projects yet to be agreed
Parklets	Identify areas across rural settlements that can be cleared and suitably landscaped to create a community parklet/ seating area. The implementation of a Parklet will create a central space for villagers and shoppers alike to relax and enjoy a coffee contributing to the improved mental health of the village and also provide local hospitality businesses with extended space to facilitate customers.	Moira Hillsborough Annahilt	£70,000.00	
Improved Planting at Gateways and improving arterial routes	A range of interventions have been identified through the village Renewal Plans and consultation with members that would improve the environment of the gateways and along the main arterial routes through small settlements. This would include improved planting and creating more accessible walking routes from just outside of the villages to the core of the village community. It would also create an improved central community space to support the wider community and related commercial activity.	Hillsborough Moira Glenavy Maghaberry Moneyreagh Dromara Annahilt Ballinderry Aghalee Drumbeg Milltown	£45,000.00	Bulbs Ordered

Improvements to dedicated open space and walking trails	To include signage, digital signage, maps, capital infrastructure.	Glenavy Maghaberry Moneyreagh Dromara Annahilt Ballinderry Aghalee Milltown	€60,000.00	Projects yet to be agreed
Tourism Packages & Community Markets				
Community Markets pilot	Pilot scheme supporting community groups to deliver 'Farmers style' markets in the small villages. Based on the success of the markets in Hillsborough, Moira and Newtownbreda it is proposed to offer the option to local communities to take on the responsibility of delivering a monthly market in their area. This could be an option for a number of community groups from different settlements to come together to increase the offering across a larger radius.	Villages with populations of 500+	€50,000.00	
Destination Tourism Packages based around Royal Hillsborough and Historic Moira.	Council have been working closely with 39 rural business who have agreed to act as Local Champions for 'Royal Hillsborough and Historic Moira' creating a series of Destination packages to promote the villages as tourism and hospitality destinations. These packages are aimed at boosting the visitor economy within these areas.	Hillsborough Moira	€85,000.00	



Key

- A - Heritage Shop Front Scheme
- B - Rural Shop Front Scheme
- C - Rural Investment Fund
- D - Traffic Calming Measures
- E - Environmental Improvement Scheme
- F - Greenway Enhancement Scheme
- G - Parklets
- H - Improved Planting at Gateways
- I - Destination Tourism Packages
- J - Stairs linking Navigation House to Towpath

Locations still to be determined for the following schemes:

- K - Improvements to dedicated open space and walking trails (TBC)
- L - Community Markets Pilot (TBC)
- M - Implementation of an Active Travel Network (TBC)

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

notes:

title: City Map, Small Settlements Project.
 scale: not to scale
 date: May 22
 drawn by: G Young

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Appendix I - Rural Needs Impact Assessment (RNIA) Template

SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

1A. Name of Public Authority.

Lisburn & Castlereagh City Council

1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

COVID Recovery Small Settlements Regeneration Programme

1C. Please indicate which category the activity specified in Section 1B above relates to.

Developing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Adopting a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Implementing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input checked="" type="checkbox"/>
Revising a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Designing a Public Service	<input type="checkbox"/>		
Delivering a Public Service	<input type="checkbox"/>		

1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above.

COVID Recovery Small Settlements Regeneration Programme

1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

The Programme aims to deliver on these objectives through realising a range of benefits including:

1. Physical regeneration of small settlements in order to improve place making and aid recovery from COVID-19
2. Improvements that encourage people to live, work, visit and invest in the area by 2022/23
3. Improvements that enhance walking, cycling and other associated facilities within the scheme area by 2022/23.

1F. What definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?

Population Settlements of less than 5,000 (Default definition).

Other Definition (Provide details and the rationale below).

A definition of 'rural' is not applicable.

Details of alternative definition of 'rural' used.

N/A

Rationale for using alternative definition of 'rural'.

N/A

Reasons why a definition of 'rural' is not applicable.

N/A

SECTION 2 - Understanding the impact of the Policy, Strategy, Plan or Public Service

2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?

Yes No If the response is **NO** GO TO Section **2E**.

2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.

The COVID Recovery Small Settlements Regeneration Programme is likely to impact positively on people in rural areas as it is being delivered in those areas.

The Small Settlements include: Moneyreagh (resident population of Moneyreagh Settlement was 1,384 accounting for 0.08% of the NI total), Annahilt (resident population of Annahilt Settlement was 1,051 accounting for 0.06% of the NI total), Dromara (resident population of Dromara Settlement was 1,006 accounting for 0.06% of the NI total), Drumbeg (resident population of Drumbeg Settlement was 817 accounting for 0.05% of the NI total), Blaris (resident population of Blaris was 3,375 accounting for 0.19% of the NI total), Hillsborough (resident population of Hillsborough Ward was 3,758 accounting for 0.21% of the NI total), Moira (resident population of Moira Settlement was 4,591 accounting for 0.25% of the NI total), Aghalee (resident population of Aghalee Settlement was 873 accounting for 0.05% of the NI total), Ballinderry (resident population of Ballinderry was 5,128 accounting for 0.28% of the NI total), Glenavy (resident population of Glenavy Settlement was 1,784 accounting for 0.10% of the NI total), Maghaberry (resident population of Maghaberry Settlement was 2,450 accounting for 0.14% of the NI total), and Milltown (resident population of Milltown Settlement was 1,499 accounting for 0.08% of the NI total).

2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas differently from people in urban areas, please explain how it is likely to impact on people in rural areas differently.

The COVID Recovery Small Settlements Regeneration Programme is likely to impact on people in rural areas differently that people in urban areas.

This is because the programme is being directed specifically on Small Settlement which happen to be situated in rural areas.

The programme includes physical regeneration in order to improve place making and aid recovery from COVID-19, improvements that encourage people to live, work, visit and invest in the area by 2022/23 and improvements that enhance walking, cycling and other associated facilities within the scheme area by 2022/23.

2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily impact on.

Rural Businesses	<input checked="" type="checkbox"/>
Rural Tourism	<input checked="" type="checkbox"/>
Rural Housing	<input type="checkbox"/>
Jobs or Employment in Rural Areas	<input checked="" type="checkbox"/>
Education or Training in Rural Areas	<input type="checkbox"/>
Broadband or Mobile Communications in Rural Areas	<input type="checkbox"/>
Transport Services or Infrastructure in Rural Areas	<input checked="" type="checkbox"/>
Health or Social Care Services in Rural Areas	<input type="checkbox"/>
Poverty in Rural Areas	<input checked="" type="checkbox"/>
Deprivation in Rural Areas	<input checked="" type="checkbox"/>
Rural Crime or Community Safety	<input type="checkbox"/>
Rural Development	<input checked="" type="checkbox"/>
Agri-Environment	<input type="checkbox"/>
Other (Please state)	<input type="text"/>

If the response to Section 2A was YES GO TO Section 3A.

2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.

N/A

SECTION 3 - Identifying the Social and Economic Needs of Persons in Rural Areas

3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?

Yes No If the response is **NO** GO TO Section **3E**.

3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.

Consultation with Rural Stakeholders	<input checked="" type="checkbox"/>	Published Statistics	<input checked="" type="checkbox"/>
Consultation with Other Organisations	<input checked="" type="checkbox"/>	Research Papers	<input type="checkbox"/>
Surveys or Questionnaires	<input checked="" type="checkbox"/>	Other Publications	<input type="checkbox"/>
Other Methods or Information Sources (include details in Question 3C below).			<input type="checkbox"/>

3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.

The programme is funded through Department for Communities (DfC), Department for Infrastructure (DfI) and Department for Agriculture, Environment and Rural Affairs (DAERA). The funders outlined a number of initiatives that could be delivered as part of this programme and this was used to create a final plan which was agreed upon by the funders and confirmed via a letter of offer to the council in Jan 2022.

The council have previously developed 'Rural Village Renewal Plans (2016)' that have been used to help inform the improvements required in rural villages within the council area and the named Small Settlements. External consultants helped the council to deliver this initiative and consultations were organized at the time to inform the final plans.

The council's Communities team are developing village plans through a consultation process in order to inform environmental improvements. Consultation will take place in Annahilt in June 2022.

Statistics from Census 2011 had also helped to inform the programme and the equality needs of the people who live in the highlighted areas.

3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?

The Interim Local Rural Development Strategy (2016) has identified the following as key areas;

- Rural Businesses
- Rural Tourism
- Jobs or Employment in Rural Areas
- Education or Training in Rural Areas
- Poverty in Rural Areas
- Deprivation in Rural Areas
- Rural Development
- Agri-Environment

If the response to Section 3A was **YES** GO TO Section 4A.

3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas?

N/A

SECTION 4 - Considering the Social and Economic Needs of Persons in Rural Areas

4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.

As identified in Section 2 B, the COVID Recovery Small Settlements Regeneration Programme is likely to impact positively on people in rural areas as it is being delivered in those areas.

The Small Settlements include: Moneyreagh (resident population of Moneyreagh Settlement was 1,384 accounting for 0.08% of the NI total), Annahilt (resident population of Annahilt Settlement was 1,051 accounting for 0.06% of the NI total), Dromara (resident population of Dromara Settlement was 1,006 accounting for 0.06% of the NI total), Drumbeg (resident population of Drumbeg Settlement was 817 accounting for 0.05% of the NI total), Blaris (resident population of Blaris was 3,375 accounting for 0.19% of the NI total), Hillsborough (resident population of Hillsborough Ward was 3,758 accounting for 0.21% of the NI total), Moira (resident population of Moira Settlement was 4,591 accounting for 0.25% of the NI total), Aghalee (resident population of Aghalee Settlement was 873 accounting for 0.05% of the NI total), Ballinderry (resident population of Ballinderry was 5,128 accounting for 0.28% of the NI total), Glenavy (resident population of Glenavy Settlement was 1,784 accounting for 0.10% of the NI total), Maghaberry (resident population of Maghaberry Settlement was 2,450 accounting for 0.14% of the NI total), and Milltown (resident population of Milltown Settlement was 1,499 accounting for 0.08% of the NI total).

The Programme aims to deliver on these objectives through realising a range of benefits including:

1. Physical regeneration of small settlements in order to improve place making and aid recovery from COVID-19
2. Improvements that encourage people to live, work, visit and invest in the area by 2022/23
3. Improvements that enhance walking, cycling and other associated facilities within the scheme area by 2022/23.

All of which will positively impact on the social and economic needs of people in the rural areas highlighted above.

People who live in these Small Settlements will benefit from new jobs, improved shop fronts and signage which in turn should improve sales, physical regeneration to the area creating a better place to live and visit and increased tourism.

According to the Interim Local Rural Development Strategy (2016), just under half of the population (47.2%) in the L&CCC area live in rural areas. In the last decade to 2016, suburban areas have seen the highest growth rate of 22.1% with five wards alone covering over half of the districts growth – Ballymacross (44.3%), Carrowreagh (9.7%), Maghaberry (7%), Glenavy (6.3%) and Derriaghy (6.2%).

In Northern Ireland 58% of businesses are based in rural area. The business base in the region as a whole is predominantly small to medium enterprises with a dominance of micro business. In terms of businesses located only in rural areas, 94% are defined as micro (having less than 10 employees). Agriculture plays a more important role in the economy of NI than is the case in the rest of the UK, it generates a higher proportion of total GVA (Gross valued added) in the economy and accounts for a higher proportion of our employment. Furthermore 78% of the total NI land area is in agricultural use. Rural businesses located in NI have particular challenges and need specific solutions. The slow uptake of agriculture and rural enterprises in NI with regards to innovation, the fact that only 67% of rural areas have superfast broadband coverage (98% in urban areas) and 14% of tourism expenditure takes place in rural areas (compared with 86% in urban) are further examples of challenges facing the small rural businesses in Northern Ireland.

Considering that almost half of the L&CCC district is rural, the regeneration of the LCCC area, is a key priority for the Council whom over the next 10 years will continue to invest in regeneration initiatives. Economic development initiatives will not only increase rural businesses growth potential but will also create new jobs in the Council area.

SECTION 5 - Influencing the Policy, Strategy, Plan or Public Service

5A. Has the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?

Yes No If the response is **NO GO TO Section 5C.**

5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.

As mentioned previously in section 3C, the implementation of the plan has been influenced by the rural needs identified through consultations with residents of the areas, discussions with funders, village renewal plans, 2011 Census data, other department findings and through as issues raised to us through the members who represent the areas in question.

If the response to Section **5A** was **YES GO TO Section 6A.**

5C. Please explain why the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified.

N/A

SECTION 6 - Documenting and Recording

6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.

I confirm that the RNIA Template will be retained and relevant information compiled.

Rural Needs Impact Assessment undertaken by:	Becky Gamble
Position/Grade:	Project Support Officer
Division/Branch	Lisburn & Castlereagh City Council
Signature:	<i>B Gamble</i>
Date:	11/05/22
Rural Needs Impact Assessment approved by:	Yvonne Burke
Position/Grade:	Regeneration Manager
Division/Branch:	Lisburn & Castlereagh City Council
Signature:	<i>Yvonne Burke</i>
Date:	11/05/22



Development Committee

1 June 2022

Report from:

Head of Economic Development

Item for Noting

TITLE: Covid-19 Recovery Revitalisation Scheme - Update

Background and Key Issues:

Background

1. In November 2020 the Department for Communities (DFC); Department of Agriculture, Environment and Rural Affairs and Department for Infrastructure confirmed financial support for the delivery of Council initiatives proposed through the Covid-19 Recovery Revitalisation Scheme.
2. The total amount of grant funding approved through the scheme, provided in support of an Action Plan agreed by Council in October 2020, was £1,181,000.

Key Issues

1. Further to the update information provided to Council in October 2021 officers continue to work through the delivery of the Covid-19 Recovery Revitalisation programme. The Blaris Road car park is due for completion at the end of May and work on the Parklet at the Cardan should commence in June. The spend to date is £972,000 of £1,181,000 which represents 82% of the budget spent. All projects are currently on schedule to complete within the agreed extended deadline.
2. Attached (**see Appendix**) is an update on the current status of the key initiatives within the scheme. The scheme has supported 256 small businesses with grant funding.

3. The Covid Revitalisation Programme has delivered a range of projects across the Council area delivering numerous benefits to the City Centre and beyond. These include;
 - 18 new businesses taking up previously vacant units and one new businesses in Castlereagh.
 - 10 City Centre businesses repurposing previously unused space with in their premises.
 - Delivery of 3 parklets in Dundonald/Carryduff
 - Delivery of a City Centre parklet
 - Delivery of a Shop Local Campaign
 - Delivery of environmental improvements to Union Bridge including refurbishment of lighting columns, repainting, new under lighting and intensive cleaning

4. As previously reported the Department for Communities has extended the funding deadline until 30th September 2022 to allow the remaining projects to be delivered.

Recommendation:

It is recommended that the Committee agrees to note the update on the projects as part of the Recovery Revitalisation Scheme.

Finance:

This programme is 100% funded through DfC/DfI/DAERA

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

If yes, what was the outcome?:

<p>Option 1 Screen out without mitigation</p>	<input type="checkbox"/> Yes	<p>Option 2 Screen out with mitigation</p>	<input type="checkbox"/>	<p>Option 3 Screen in for a full EQIA</p>	<input type="checkbox"/>
--	------------------------------	---	--------------------------	--	--------------------------

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

An overarching screening document has been completed for the programme but each project will be screened individually

Insert link to completed Equality and Good Relations report:

See Appendix

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

Yes

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

Yes

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

n/a

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

The projects will be undertaken in a rural environment, an overarching RNIA has been undertaken but each individual project will require a rural needs impact assessment. **See Appendix**

SUBJECT TO PLANNING APPROVAL:

Yes

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

APPENDICES:

Appendix 11(a)- Current status of the key initiatives within the scheme

Appendix 11(b) – Equality and Good Relations Screening

Appendix 11(c) – Rural Needs Impact Assessment

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

Revitalisation fund 2020/2021/2022

Project	Description of works planned	Timescale for delivery	Cost of project/ Funding available
Small Business Grants Programme	Small grants were provided to businesses to support the expenditure incurred mitigating the impact of Covid on the safe delivery of their business operations.	This project is now complete	Funding - £194,162.50 256 small businesses funded
Urban Investment Fund	To support the economic growth and resilience of the urban centres of Lisburn, Dundonald and Carryduff through the provision of grants for interior and exterior improvements to commercial buildings, expansions or repurposing of premises.	Extended to June 2022	Funding - £305,000 11 new businesses 8 businesses repurposing
Urban Investment Fund – 2nd call	An Expression of Interest has gone out with 12 new businesses submitting proposal. All 12 will be invited to submit a full application form.	Extended to June 2022	Funding - £97,500 8 new businesses 2 businesses repurposing
Christmas Lighting Programme	Investment in Lighting installations to enhance the Lisburn Light Festival activity.	This project is now complete	Funding £100,000
Market Square covered events space	City Centre parklet to include permanent seating. The space has been improved visually with the inclusion of floral garlands, planting, lighting and permanent 'picnic table' style seating. The light floor has been temporarily covered with an interactive Snakes and Ladders board game which can be used by downloading a dice app on your smart phone. The big screen has been upgraded to show sporting events such as Wimbledon and the Olympics and also showcase promotional videos such as shop local over the summer months.	This project is now complete	Funding £26,407

Purchase of Markets & Events Infrastructure	The need for further consultation has resulted in this initiative being identified as undeliverable within the timeframe. We have requested to move the £34,000 budget into a second call of the Urban Investment Fund.	Not going ahead as part of this funding initiative	We have approval to move the £34,000 budget into a second call of the Urban Investment Fund.
Installation of Parklets and landscaping to support hospitality businesses.	3 parklets in Dundonald (2) and Carryduff (1) have now been installed. DfI have agreed in principal to the use of the loading Bay as a Parklet at the Cardan. The architect has been appointed and a design for the parklet complete. Consultation with the relevant utilities is complete and consultation with DfI is ongoing. The ITT is now closed and the contractor will be appointed once a response is received from DfI.	Extended to Sept 2022	Funding £106,779
Technical Support to assist with development of walking/cycling initiatives in relation to the 'walkable City' concept.	A review of Lisburn City Centre to consider the 'Walkable within 15 minutes' opportunities. Walkable cities ITQ went out for procurement for design work. A report has been received and will be taken to CMT for approval.	Extended to June 2022	Funding £17,712.50 LCCC Council Contribution £10,000 Total project cost - £27,712.50
Infrastructure and equipment to support cycling/walking initiatives	Initiative reduced to a more deliverable level as specification and locations of bike lock ups have yet to be agreed. Consultation with DfI continues to finalise specification of bike lock up equipment. Installation of signage along the tow path to support walking and cycling initiatives is now complete, In the absence of lock ups agreement was achieved to deliver bike stands along the Greenway.	This project is now complete	Funding £24,972.50
Digital Signage.	Digital Signage and other installations to support appropriate messaging, wayfinding, transportation and other animation programmes. The digital element was not able to move forward but the City centre signage has been updated. The signage is designed and is at approval stage, it is envisaged this project will be completed by the end of June.	Extended to June 2022	Funding £20,000

Cycleway Improvement initiative	Environmental improvements completed at Union Bridge to include refurbishment of lighting columns, repainting, new under lighting and cleaning. Location of benches along the Comber Greenway were completed over the summer months.	This project is now complete	Funding £127,809
Parking/Greenway Infrastructure	The contractor has now been appointed and is on site. Works are approximately 80% complete and it is envisaged they will be complete by the end of May. Consultation with residents has taken place.	Extended to June 2022	Funding available £145,000 (cost will be confirmed once tender closes.)
Aghalee Village Accessibility Project	Through the development of a Village Action Plan a range of interventions were identified that would improve the environment in the centre of the village of Aghalee. The tender is appointed to Phillips contract, they are waiting on the delivery of materials, it is envisaged they will be onsite in the coming weeks.	This project is now complete	Funding £25,000
Marketing & PR Initiatives	Support of the Councils Shop Local initiative and PR to support the continuation of the business able to trade under current Government guidelines. Development of the digital gift guide 'The Edit', this was advertised through Social Media and outdoor.	This project is now complete	Funding £13,152.50
Total funding			£1,181,000

Lisburn & Castlereagh City Council

Equality and Good Relations Screening - Covid-19 Recovery Revitalisation Scheme

Part 1. Policy scoping

Information about the policy

Name of the Policy

Covid-19 Recovery Revitalisation Scheme –

1. Small Business Grants Programme (100% funded by DfC/DAERA)
2. Urban Investment Fund (90% funded by DfC)

Is this policy

An existing policy?	<input type="checkbox"/>	A revised policy?	<input type="checkbox"/>	A new policy?	<input checked="" type="checkbox"/>
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Introduction and background to the project –

Covid-19 Recovery Revitalisation Scheme

1. Small Business Grants Programme - 100% funded

In response to the challenges that have been brought about by COVID-19, Lisburn & Castlereagh City Council (LCCC), in conjunction with the Department for Communities (DfC) and the Department of Agriculture, Environment and Rural Affairs (DAERA), have launched a COVID-19 Recovery Revitalisation Scheme to provide financial support for businesses located within the council's urban centres and rural villages.

The funding will support businesses in their economic recovery and help to provide a safe town and village environment. The project will also assist hospitality businesses in creating outdoor customer spaces with funding to purchase new furniture, equipment and cleaning products.

Applicants can apply for small grants of different levels to support the purchase of equipment and items to mitigate the impact of the new working environment and ensure safety for visitors and workers alike.

There are 3 Levels of Award:

- **Level 1** - Independent private sector retail, hair and beauty sector, takeaway hospitality sector, leisure sector and Professional services, subject to demand - £500
- **Level 2** - Independent private coffee shops and cafes with dine in facilities - £1,000

- **Level 3** - Licensed Premises Independent bars and restaurants - £2,000

2. Urban Investment Fund – 90% funded

Lisburn & Castlereagh City Council has announced the development of an Urban Investment Fund supported by the Department for Communities (DfC). This is the second grant programme within the Covid-19 Recovery Revitalisation Scheme.

Its aim is to support the economic growth and resilience of the urban centres of Lisburn, Dundonald and Carryduff through the provision of grants for interior and exterior improvements to commercial buildings, expansions or repurposing of premises. The applicant must be a new business wishing to renovate a vacant property or an existing business planning to repurpose all or part thereof of a currently occupied property to expand their business or change the use of an area within.

Different levels of grant assistance may be available across business sectors ranging from **£7,500 to £25,000 per business**. The council will accept expressions of interest between 26th August and 25th September 2020. Eligible submissions will be invited to complete a full application in due course.

It is hoped this fund will help to reduce the number of vacant units in the local area by attracting new business investment and offer financial assistance to existing businesses to offset capital costs to reopen or repurpose their existing business premises.

Both grant programmes are expected to support the economic growth and resilience of businesses actively trading within Lisburn and Castlereagh's main commercial centres Lisburn, Carryduff and Dundonald as defined by DfC and rural towns/villages* as defined by DAERA. This scheme will help to provide them with the potential to develop and grow, providing new job opportunities for all residents across the Council area.

*These villages include: Glenavy, Maghaberry, Moneyreagh, Stoneyford, Lower Ballinderry, Upper Ballinderry, Drumbeg, Drumbo, Dromara, Annahilt, Ravernet, Milltown, Hillhall, Aghalee, Hillsborough/Culcavy and Moira.

What are the intended aims/outcomes the policy is trying to achieve?

- To financially support businesses in the Lisburn and Castlereagh Council area to help them address the challenges they face when trying to mitigate against Covid-19. This will be achieved through the purchase of items/equipment e.g. PPE and sanitising stations and/or minor works.

- To encourage new business into the Urban Centres or to support existing businesses to diversify their current offering through repurposing of vacant units (to include unused areas of their current premises). This will enable businesses to make interior and exterior improvements to commercial buildings, expansions or repurposing of premises.
- Improve the offer in the DfC designated urban centres of Lisburn, Dundonald, and Carryduff reducing the current vacancy rates and attracting new businesses into the centre.
- Decrease the number of vacant units in the Urban Centres by offering financial assistance to existing businesses to offset capital costs to reopen or repurpose their existing business premises.
- Decrease the number of vacant units in the Urban Centres by offering financial assistance to new businesses who wish to occupy a vacant property.

Are there any expected benefits to the Section 75 categories/groups from this policy? If so, please explain.

The Covid-19 Recovery Revitalisation Scheme is intended to provide financial support to businesses situated within the urban centres and rural towns/villages of Lisburn and Castlereagh City Council area. It is open to businesses that meet eligibility criteria and is intended to benefit all that apply, regardless of religion, race, gender, etc. However, there may be indirect benefits to some groups.

For example, if a business used the grant to purchase outdoor seating, there will be particular benefits for older people and those who are less mobile, having more places to sit and rest; a newly renovated property with improved accessibility for disabled people; and an increase in toilet facilities which would benefit young families and those with dependants.

The scheme is available to businesses throughout the Council area, it will potentially benefit businesses owners and serving all sections of the community.

Who initiated or wrote the policy?

Economic Development Unit, Lisburn and Castlereagh City Council (LCCC)

Who owns and who implements the policy?

Lisburn and Castlereagh City Council own the policy. The grants programme is funded through Department for Communities (DfC) and the Department of Agriculture, Environment and Rural Affairs (DAERA) and administered by Economic Development.

Implementation factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

If yes, are they

Financial?	<input checked="" type="checkbox"/>	Legislative?	<input type="checkbox"/>	Other?	<input checked="" type="checkbox"/>
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If other, please detail below

Financial: Funded by Department for Communities and Infrastructure (DfC) and the Department of Agriculture, Environment and Rural Affairs (DAERA)

Other: Time - The project is required to be delivered within timeframes agreed between DfC, DAERA and LCCC. We anticipate the project to be finished by September 2021.

Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

Staff:	<input type="checkbox"/>	Y
Service Users & Delivery Partners	<input type="checkbox"/>	Y
Other Public Sector Organisations	<input type="checkbox"/>	Y
Voluntary/Community/Trade Unions	<input type="checkbox"/>	Y

If other, please detail below

The businesses are the main stakeholder affected by the Scheme.

Other policies with a bearing on this policy

Name of policy	Who owns or implements policy?
Covid-19 Regulations	NI DIRECT https://www.nidirect.gov.uk/articles/coronavirus-covid-19-regulations-guidance-what-restrictions-mean-you
Covid-19 Recovery Revitalisation Programme	Department for Communities https://www.communities-ni.gov.uk/publications/covid-19-recovery-revitalisation-programme-screening
Equality and Disability Action Plans	Lisburn and Castlereagh City Council https://www.lisburncastlereagh.gov.uk/council/publications/equality-section-75
Local Development Plan	Lisburn and Castlereagh City Council https://www.lisburncastlereagh.gov.uk/resident/planning/local-development-plan
Regeneration and Investment Action Plan	Lisburn and Castlereagh City Council https://www.lisburncastlereagh.gov.uk/uploads/general/LCCC_Investment_Programme_2019_.pdf
Urban Regeneration Community Development Framework	Department for Communities https://www.lisburncastlereagh.gov.uk/uploads/general/Castlereagh_Integrated_Development_Framework_for_web.pdf
Interim Equality scheme	Department for Communities https://www.lisburncastlereagh.gov.uk/council/publications/equality-section-75/policies-section-75-screening
LCCC City Centre Master Plan	LCCC https://www.lisburncastlereagh.gov.uk/uploads/general/WST148_Lisburn_Masterplan_Update_Final_Approved_02_reduced.pdf

Available evidence

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for each of the Section 75 categories.

Please note:

There is a wide range of businesses in both urban and rural locations that will be eligible to apply. They include hair and beauty, leisure, retail, hospitality and professional services. There is no S75 category data accessible by the Council for these businesses. Information below is from the 2011 Northern Ireland Census which takes into account the Lisburn and Castlereagh Council Area.

The following evidence was gathered to inform this policy:

- 2011 NI Census Data

Sec 75 Category	Details of evidence/information
Religious Belief	<p>The 2011 NI Census recorded the following statistics with regard to religious belief in the Lisburn and Castlereagh area;</p> <ul style="list-style-type: none"> • 67% Protestant (or other Christian) • 24% Catholic • 8% Other • 1% None
Political Opinion	<p>The 2011 NI Census recorded the following statistics with regard to political opinion in the Lisburn and Castlereagh area;</p> <p>65.39% indicated that they had a British national identity, 14.83% had an Irish national identity and 30.46% had a Northern Irish national identity*.</p>
Racial Group	<p>The 2011 NI Census recorded the following statistics with regard to racial groups in the Lisburn and Castlereagh area;</p> <p>2.36% were from an ethnic minority population and the remaining 97.64% were white (including Irish Traveller).</p>
Age	<p>In 2015 the following statistics with regard to age in the Lisburn and Castlereagh area were recorded to inform the Corporate plan;</p> <ul style="list-style-type: none"> • 20% Children were aged 0-15 years • 30% of people aged 16 -39 years • 33% aged 40 – 64 years • 17% aged 65 years and older

	<p>The population of the Council area aged 65 and over will increase by 9% by 2025 and 13% by 2030.</p>
Marital Status	<p>The 2011 census records the following statics with regard to the marital status of persons over the age of 16 for the LCCC area;</p> <p>Single (never married or never registered a same-sex civil partnership) – 30.7%</p> <p>Married – 53.8%</p> <p>In a registered same-sex civil partnership – 0.1%</p> <p>Separated (but still legally married or still legally in a same-sex civil partnership) – 3.3%</p> <p>Divorced or formerly in a same-sex civil partnership which is now legally dissolved – 5.5%</p> <p>Widowed or surviving partner from a same-sex civil partnership – 6.7%</p>
Sexual Orientation	<p>ONS (Office for National Statistics) figures (2016) suggest at least 2% of the NI population identify as Lesbian, Gay or Bi-sexual. However, LGB support groups suggest this is a significant under-estimate based on lack of willingness/confidence to identify as LGB.</p> <p>Government Equalities Office research suggests over 4% of the 18-25 year age group identify as LGB, confirming that younger people are more likely to be open about sexual orientation.</p>
Men & Women Generally	<p>The estimated population of Lisburn And Castlereagh Local Government District at 30 June 2019 was 146,002, of which 71,654 (49.1%) were male and 74,348 (50.9%) were female.</p> <p>There is no official statistic on the number of people in N Ireland who identify as Transgender or non-binary but referrals to advice services are increasing year on year which suggests a small but growing minority.</p>

Disability	<p>The 2011 Northern Ireland Census collected data on 'persons with a limiting long-term illness' which covered any long-term illness, health problem or disability which limits daily activities or work. Statistics for Lisburn and Castlereagh showed;</p> <ul style="list-style-type: none"> • 18.29% of people had a long-term health problem or disability that limited their day-to-day activities; • 82.13% of people stated their general health was either good or very good
Dependants	<p>Dependants can include children, older people and those with disabilities.</p> <p>12.51% of people in the 2011 Census stated that they provided unpaid care to family, friends, neighbours or others.</p>

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details for each of the Section 75 categories

Covid-19 Recovery Revitalisation Scheme is intended to benefit anyone over 18 who applies, irrespective of background or circumstance. There is limited information about the characteristics of business owners or different needs of business owners by Section 75 categories. This scheme is primarily aimed at business owners but it may have indirect benefits for some groups of service user.

Sec 75 Category	Details of needs/experiences/priorities
Religious Belief	There have been no specific needs identified for people with different religious beliefs.
Political Opinion	There have been no specific needs identified for people with different political opinions.
Racial Group	There have been no specific needs identified for people who belong to different racial groups other than potential access to information. The scheme was advertised on the Council Website and Social Media Channels. Officers also called into as many eligible businesses as possible in person although due to lockdown and restrictions this proved difficult.
Age	No differential needs in relation to business owners.

	Clear safety signage, more chairs outside cafes/restaurants allowing older people to sit and rest more often as well as those with disabilities, etc.
Marital Status	There have been no specific needs identified for people of different marital status.
Sexual Orientation	There have been no specific needs identified for people of different sexual orientations in relation to this policy.
Men & Women Generally	There have been no specific needs identified for men and women generally.
Disability	Business improvements and equipment will take into consideration the needs of the elderly and those with a disability to mitigate the risk of any accidents occurring. Recommend barriers/fencing - 1m high, base of barrier 100m off the ground. Guide Dogs NI were consulted regarding an increase in street furniture and businesses were made aware of the dangers to people with visual impairments.
Dependants	Business improvements e.g. the addition of toilet space takes into consideration dependants and young families.

Part 2. Screening questions

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Sec 75 equality categories? (Minor/ major/ none)

Covid-19 Recovery Revitalisation Scheme is intended to benefit anyone over 18 who applies, irrespective of background or circumstance

Sec 75 Category	Details of policy impact	Level of impact (minor/major/none)
Religious Belief	No differential impact identified in relation to business owners.	None
Political Opinion	No differential impact identified in relation to business owners.	None
Racial Group	No differential impact identified in relation to business owners.	None
Age	No differential impact identified in relation to business owners. Some older customers/service users may particularly benefit from business improvements which provide clear signage, and access routes, the scheme is expected to benefit all ages. Space for those with disabilities will also benefit older people.	Minor positive

Marital Status	No differential impact identified in relation to business owners.	None
Sexual Orientation	No differential impact identified in relation to business owners.	None
Men & Women Generally	The scheme is intended to benefit men and women/all genders equally.	None
Disability	The scheme may benefit those with a disability as business improvements will contribute to better accessibility although the increase in street furniture could be dangerous to people with visual impairments. Businesses were made aware of this.	Minor Negative and Minor Positive
Dependants	The scheme may benefit dependants due to business improvements providing more toilet space.	Minor Positive

2. Are there opportunities to better promote equality of opportunity for people within the Sec 75 equality categories?

The Covid-19 Recovery Revitalisation Scheme will be delivered with a view to benefitting all that apply for the funding. It is considered that there are no opportunities to better promote equality of opportunity other than the measures already proposed. Feedback will be welcome however and action taken if any issues arise.

If any opportunities arise to better promote equality of opportunity in future then these will be given consideration in due course.

Sec 75 Category	IF Yes, provide details	If No, provide details
Religious Belief		No
Political Opinion		No
Racial Group		No
Age		No
Marital Status		No
Sexual Orientation		No
Men & Women Generally		No
Disability		No
Dependants		No

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? (Minor/ major/ none)

Good Relations Category	Details of policy impact	Level of impact (minor/major/none)
Religious Belief/ Political Opinion/ Racial Groups	The scheme will be awarded to those businesses eligible to apply and is expected to have positive impacts on both main communities and people from all racial backgrounds.	No direct impact identified in relation to religion, political opinion or racial group

4. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	IF Yes, provide details	If No, provide details
Religious Belief/ Political Opinion/ Racial Group		The scheme is a financial assistance scheme for business and doesn't lend itself to promoting good relations.

		If any issues arise, they will be addressed.
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Additional considerations

Multiple identity

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

LCCC recognises that all individuals are not exclusive to just one designated group. "Multiple identity" has been given consideration within this screening exercise in order to ensure benefit to all groups.

If additional issues/impacts not already covered above arise, they will be addressed.

Part 3. Screening decision

If the decision is not to conduct an equality impact assessment, please provide details of the reasons.

Screening Decision: Screen out without mitigation.

It has been concluded that a detailed equality impact assessment is not necessary as all the potential impacts identified are minor and the majority positive. To ensure equality of opportunity, the scheme was advertised as widely as possible - on the Council Website and Social Media Channels. Officers also called into as many eligible businesses as possible in person although due to lockdown and restrictions this proved difficult. No additional mitigations are needed as the needs of particular user groups will be taken into account fully throughout the scheme.

Guide Dogs NI were consulted regarding an increase in street furniture and businesses were made aware of the dangers to people with visual impairments. Therefore the recommended barriers could only be used if they were 1m high and base of barrier no more than 100m off the ground.

If the decision is not to conduct an equality impact assessment the public authority should consider if the policy should be mitigated or an alternative policy be introduced.

N/A

If the decision is to subject the policy to an equality impact assessment, please provide details of the reasons.

N/A

Mitigation

When the public authority concludes that the likely impact is 'minor' and an equality impact assessment is not to be conducted, the public authority may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity or good relations.

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity and/or good relations?

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy.

N/A

Timetabling and prioritising

Factors to be considered in timetabling and prioritising policies for equality impact assessment.

If the policy has been '**screened in**' for equality impact assessment, then please answer the following questions to determine its priority for timetabling the equality impact assessment.

On a scale of 1-3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for equality impact assessment.

Priority criterion	Rating
Effect on equality of opportunity and good relations	
Social need	
Effect on people's daily lives	
Relevance to a public authority's functions	
Total Rating Score	N/A

Is the policy affected by timetables established by other relevant public authorities?

If yes, please provide details

N/A

Part 4. Monitoring

The Covid-19 Recovery Revitalisation Scheme will be monitored on an ongoing basis through the review of businesses and applications against the schemes eligibility criteria.

Part 5 - Approval and authorisation

Screened by:	Position/Job Title	Date
Yvonne Burke	Regeneration Officer	10.05.21
Signature:	<i>Yvonne Burke</i>	
Mary McSorley	Equality Officer	11.05.21
Approved by:		
Paul McCormick	Head of Economic Development	12.05.21

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy, made easily accessible on the public authority's website as soon as possible following completion and made available on request.

Appendix I - Rural Needs Impact Assessment (RNIA) Template

SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

1A. Name of Public Authority.

Lisburn & Castlereagh City Council

1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

Covid-19 Recovery Revitalisation Scheme

1C. Please indicate which category the activity specified in Section 1B above relates to.

Developing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Adopting a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Implementing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input checked="" type="checkbox"/>
Revising a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	<input type="checkbox"/>
Plan Designing a Public Service	<input type="checkbox"/>		
Delivering a Public Service	<input type="checkbox"/>		

1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above.

Covid-19 Recovery Revitalisation Scheme

1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

In response to the challenges brought about by COVID-19, Lisburn and Castlereagh City Council (LCCC), in conjunction with the Department for Communities (DfC) and the Department of Agriculture, Environment and Rural Affairs (DAERA), offered businesses the opportunity to apply for financial assistance.

The scheme was designed to aid the recovery of businesses on the high streets of the main urban centers and rural villages across the Council area and to help them address the operational challenges faced in order to serve customers safely and to operate within Public Health Authority and other Government guidelines.

1F. What definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?

Population Settlements of less than 5,000 (Default definition).

Other Definition (Provide details and the rationale below).

A definition of 'rural' is not applicable.

Details of alternative definition of 'rural' used.

N/A

Rationale for using alternative definition of 'rural'.

N/A

Reasons why a definition of 'rural' is not applicable.

N/A

SECTION 2 - Understanding the impact of the Policy, Strategy, Plan or Public Service

2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?

Yes No If the response is **NO** GO TO Section **2E**.

2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.

Businesses situated within the urban centers of LCCC including: Lisburn, Carryduff, Dundonald and Forestside and within rural towns and villages, were eligible to apply for funding through the Covid-19 Recovery Revitalisation Scheme. Therefore, having a positive impact on the rural economy and those who live in these areas.

In 2018 there were 4,755 VAT/PAYE registered businesses in the L&CCC area (NISRA). The close proximity to Belfast puts the L&CCC area in an advantageous position whereby the population density is a way to generate an increase in sales and revenue. According to the Interim Local Rural Development Strategy (2016), just under half of the population (47.2%) in the L&CCC area live in rural areas. In the last decade to 2016, suburban areas have seen the highest growth rate of 22.1% with five wards alone covering over half of the districts growth – Ballymacross (44.3%), Carrowreagh (9.7%), Maghaberry (7%), Glenavy (6.3%) and Derriagh (6.2%).

2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas differently from people in urban areas, please explain how it is likely to impact on people in rural areas differently.

No the plan will not impact on people in rural areas differently, it will have a positive impact as the town and rural dwellers are eligible to apply for funding.

The project aims benefit as many eligible businesses on the high street as possible.

2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily impact on.

Rural Businesses

Rural Tourism

Rural Housing

Jobs or Employment in Rural Areas

Education or Training in Rural Areas

Broadband or Mobile Communications in Rural Areas

Transport Services or Infrastructure in Rural Areas

Health or Social Care Services in Rural Areas

Poverty in Rural Areas

Deprivation in Rural Areas

Rural Crime or Community Safety

Rural Development

Agri-Environment

Other (Please state)

If the response to Section 2A was YES GO TO Section 3A.

2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.

N/A

SECTION 3 - Identifying the Social and Economic Needs of Persons in Rural Areas

3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?

Yes No If the response is **NO** GO TO Section **3E**.

3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.

Consultation with Rural Stakeholders	<input type="checkbox"/>	Published Statistics	<input type="checkbox"/>
Consultation with Other Organisations	<input checked="" type="checkbox"/>	Research Papers	<input type="checkbox"/>
Surveys or Questionnaires	<input type="checkbox"/>	Other Publications	<input type="checkbox"/>
Other Methods or Information Sources (include details in Question 3C below).			<input type="checkbox"/>

3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.

The Covid-19 Recovery Revitalisation Scheme was launched (August 2020) during the Covid-19 pandemic in order to help businesses address the operational challenges they faced in order to serve customers safely and to operate within Public Health Authority and other Government guidelines.

This scheme was funded by the Department for Communities (DfC) and the Department of Agriculture, Environment and Rural Affairs (DAERA) in conjunction with Lisburn and Castlereagh City Council (LCCC) in response to the pandemic.

Businesses situated within the urban centers of LCCC including: Lisburn, Carryduff, Dundonald and Forestside and within rural towns and villages, were eligible to apply for funding. Therefore, having a positive impact on the social and economic needs of people in rural areas.

3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?

The Interim Local Rural Development Strategy (2016) has identified the following as key areas;

- Rural Businesses
- Rural Tourism
- Jobs or Employment in Rural Areas
- Education or Training in Rural Areas
- Poverty in Rural Areas
- Deprivation in Rural Areas
- Rural Development
- Agri-Environment

If the response to Section 3A was **YES** GO TO Section 4A.

3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas?

N/A

SECTION 4 - Considering the Social and Economic Needs of Persons in Rural Areas

4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.

As identified in Section 2 B, the Covid-19 Recovery Revitalisation Scheme was offered to businesses situated within the urban centers of LCCC including: Lisburn, Carryduff, Dundonald and Forestside and within rural towns and villages. Therefore, having a positive impact on the rural economy and those who live in these areas.

According to the Interim Local Rural Development Strategy (2016), just under half of the population (47.2%) in the L&CCC area live in rural areas. In the last decade to 2016, suburban areas have seen the highest growth rate of 22.1% with five wards alone covering over half of the districts growth – Ballymacross (44.3%), Carrowreagh (9.7%), Maghaberry (7%), Glenavy (6.3%) and Derriaghy (6.2%).

In Northern Ireland 58% of businesses are based in rural area. The business base in the region as a whole is predominantly small to medium enterprises with a dominance of micro business. In terms of businesses located only in rural areas, 94% are defined as micro (having less than 10 employees). Agriculture plays a more important role in the economy of NI than is the case in the rest of the UK, it generates a higher proportion of total GVA (Gross valued added) in the economy and accounts for a higher proportion of our employment. Furthermore 78% of the total NI land area is in agricultural use. Rural businesses located in NI have particular challenges and need specific solutions. The slow uptake of agriculture and rural enterprises in NI with regards to innovation, the fact that only 67% of rural areas have superfast broadband coverage (98% in urban areas) and 14% of tourism expenditure takes place in rural areas (compared with 86% in urban) are further examples of challenges facing the small rural businesses in Northern Ireland.

Considering that almost half of the L&CCC district is rural, the regeneration of the LCCC area, is a key priority for the Council whom over the next 10 years will continue to invest in regeneration initiatives. Economic development initiatives will not only increase rural businesses growth potential but will also create new jobs in the Council area. The Lisburn City Centre Masterplan is helping to contribute towards the Council's overall strategic objective of increasing economic development in the L&CCC area for the benefit of all citizens.

SECTION 5 - Influencing the Policy, Strategy, Plan or Public Service

5A. Has the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?

Yes No If the response is **NO GO TO Section 5C.**

5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.

As identified in Section 2 B, the Covid-19 Recovery Revitalisation Scheme was a response to the Covid-19 pandemic and was offered to businesses situated within the urban centers of LCCC including: Lisburn, Carryduff, Dundonald and Forestside and within rural towns and villages. Therefore, having a positive impact on the rural economy and those who live in these areas.

If the response to Section **5A** was **YES GO TO Section 6A.**

A Guide to the Rural Needs Act (NI) 2016 for Public Authorities (Revised) April 2018

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5C. Please explain why the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified.

N/A

SECTION 6 - Documenting and Recording

6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.

I confirm that the RNIA Template will be retained and relevant information compiled.

Rural Needs Impact Assessment undertaken by:	Becky Gamble
Position/Grade:	Project Support Officer
Division/Branch	Lisburn and Castlereagh City Council
Signature:	<i>B Gamble</i>
Date:	04/05/2021
Rural Needs Impact Assessment approved by:	Yvonne Burke
Position/Grade:	(Acting) Regeneration & Infrastructure Manager
Division/Branch:	Lisburn and Castlereagh City Council
Signature:	<i>Yvonne Burke</i>
Date:	04/05/2021



Development Committee

CONFIDENTIAL

1 June 2022

Confidential Report from:

Director of Service Transformation

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

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

When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

January 2023

Never

Item for Decision

TITLE: **Full Fibre Network NI (FFNI) Update**

Background and Key Issues:

Background

1. LCCC is part of a Full Fibre Network NI (FFNI) Consortium of 10 Councils and the Business Services Organisation (BSO) led by Newry, Mourne and Down District Council (NMDDC) that has completed the delivery of £24 million project that installed gigabit capable fibre 'direct to the premises' of 887 public sector sites across Northern Ireland by the funding deadline date of March 2022. The project is expected to significantly increase the broadband infrastructure for businesses and private dwellers in the surrounding

vicinity of these sites. Funding for the project was secured by a successful application from the Consortium to the Department for Culture, Media & Sport (DCMS).

2. Fibrus Networks Limited was successful in securing the contract for the project and installed fibre connectivity to 36 identified Council sites within [REDACTED]. A further 19 BSO sites within the Council area (e.g. Doctors Surgeries & other public sector sites) were also installed as part of a NI wide contract with BSO.

Key Issues

1. Attached (**see Appendix**) are details all the 36 LCCC sites that have been connected as part of the FFNI project, however 3 additional Council sites remain unconnected. These sites are categorised as 'Openreach Commercial Sites' and were included as part of the FFNI bid made by Fibrus which included a commitment by Openreach, an additional partner in the bid, to deliver these sites within the same timescale as the FFNI contract.
2. However in May 2021 Openreach informed that their commercial plans subsequently had changed and they could no longer give the commitment that all of their identified sites would be completed by the longstop date of March 2022.
3. The three Council sites that remain unconnected are Billy Neill Soccer Centre of Excellence Pavilion, Hillhall Community Centre and Wallace Park Pavilion.
4. It is proposed that the Council continues engagement with Openreach to ensure that the 3 unconnected Council sites are committed to and further detail on respective installation dates be provided to the Council as soon as scheduling has been agreed.
5. It is further proposed that the Council engages with FFNI Council partners to participate in a shared procurement framework being led by Armagh, Banbridge & Craigavon Council that will appoint a suitable contractor to 'light up' and connect the sites to a refreshed IT network services contract as part of the ongoing recommendations laid out in the Council's IT Strategy.
6. Members should note that in February 2021 all Consortium Members committed to contribute a £16,000 additional contribution towards the cost of the FFNI Operations Team within NMDDC whom are tasked with the management of the FFNI contract on behalf of all partners.
7. Recently all Consortium Members have been informed that it is likely that this budget may overrun by £3,855 per Council partner considering the fact that the Operations Team contract period is to extend by an additional six months (March 2022 to September 2022) to facilitate claims reconciliation, project closure, monitoring and evaluation, benefits realisation and publicity obligations.

Recommendation:

It is recommended that Members consider and:

- a) Agree to continued engagement with Openreach to ensure that the 3 unconnected Council sites detailed above are committed to and further detail on respective installation dates be provided to the Council as soon as scheduling has been agreed.
- b) Agree to continued engagement with FFNI Council partners to participate in a shared procurement framework being led by Armagh, Banbridge & Craigavon Council that will appoint a suitable contractor to 'light up' and connect the sites to a refreshed IT network services contract.
- c) Agree to the additional £3,855 request to contribute to the cost of the FFNI Operations team for the period March 2022 to September 2022.

Finance and Resource Implications:

The FFNI fibre deployment project is funded by the Department of Culture, Media and Sport (DCMS) however a contingency cost of £15,000 has been profiled in the Council's Repair and Renewals budget for works associated with the connection of the sites to a refreshed IT network services contract.

Budget is available under existing budgets within the Portfolio Office cost code to offset the £3,855 request to contribute to the FFNI Operations team costs as detailed above.

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

N/A

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="checkbox"/> No	Option 2 Screen out with mitigation	<input type="checkbox"/> Yes	Option 3 Screen in for a full EQIA	<input type="checkbox"/> No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

The Full Fibre NI delivery within LCCC was screened out with mitigation as albeit no negative impacts have been identified some mitigations should be considered to ensure all section 75 categories can potentially benefit equitably from the project.

Insert link to completed Equality and Good Relations report:

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?

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

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

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

The RNIA template identifies that whilst the Full Fibre NI Programme will not impact on people in rural areas differently from people in urban areas, continued monitoring and evaluation will be in place to ensure there is equitable delivery of the project according to the need and demand identified in rural areas within the Council area.

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES:

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

If Yes, please insert date:

Site Name	Full Address	Postcode	Delivery Type/Progress
Bradford Court Council Offices	Upper Galwally, Castlereagh	BT8 6RB	Built
City Centre Management Office	11-13 Market Square, Lisburn	BT28 1AD	Built
Hilden Community Centre	4 Bridge Street, Hilden, LISBURN, Antrim	BT27 4RZ	Built
Hillsborough Court House	5, The Square, Hillsborough	BT26 6AG	Built
Kilmakee Activity Centre	Rowan Drive, Dunmurry, Antrim	BT17 9QA	Built
Lagan Valley Island	1 The Island, Lisburn	BT27 4RL	Built
Moat Park Pavilion	11 Church Green, Dundonald	BT16 2LP	Built
Sir Milne Barbour Community Centre	Warren Gardens, Lisburn, Antrim	BT28 1EA	Built
Hillsborough Village Centre	County Down	BT26 6AR	Built
Waste Management Council Unit	Ballinderry Road	BT28 2SW	Built
Aberdelghy Garages	1 Bells Ln, Lisburn	BT27 4QH	Built
Ballymacash Community Centre	29 Rathvarna Drive, Lisburn	BT28 2UB	Built
Ballyoran Community Centre	Rosneath Gardens, Ballybeen, Down	BT16 1UN	Built
Blaris Cemetery	82 Blaris Road, Lisburn	BT27 5RA	Built
Carryduff Amenity Site	8 Comber Rd, Carryduff, Belfast	BT8 8AN	Built
Central Services Depot	Road, Lisburn	BT27 5QB	Built
Cutts Amenity Site Office	Derriaghy	BT17 9HN	Built
Drumlough Amenity Site Office	Dromara Rd, Hillsborough	BT26 6QA	Built
Enler Community Centre	9 Craigleith Drive, Dundonald, Belfast	BT16 2QP	Built
Glenmore Community Centre	43 Glenmore Park, Lisburn	BT27 4RT	Built
Grove Activity Centre	Ballinderry Park, Lisburn, Antrim	BT28 1ST	Built
Irish Linen Centre	Lisburn Museum, Market Square, Lisburn	BT28 1AG	Built
Lagan Valley Leisure Centre	Lisburn Leisure Park, Lisburn, Antrim	BT28 1LP	Built
Lough Moss Leisure Centre	Hillsborough Road, Carryduff, Down	BT8 8HR	Built
Maghaberry Community Centre	Maghaberry Rd, Maghaberry, Craigavon	BT67 0JG	Built
Moira Demesne	110 Main Street, Moira, Craigavon	BT67 0DS	Built
Dromara Community Centre	HILLSBOROUGH ROAD, Dromara, Down	BT25 2BL	Built
Moneyreagh Community Centre	36A Church Road, Moneyreagh	BT23 6BB	Built
Castle Gardens	Castle Street, Lisburn, Antrim	BT27 4SP	Built
Bells Lane Community Allotment Hub	Queensway, Lambeg, Lisburn	BT27 4QJ	Built
Dundonald Ice Bowl Leisure Centre	111 Old Dundonald Road, Castlereagh	BT16 1XT	Built
Hamiltons Shed	9 Manns Road, Gilnahirk, Dundonald	BT5 7SS	Built
Navigation House - Lagan Navigation Trust	Navigation House, 148 Hillsborough Road	BT27 5QY	Built
West Lisburn Community Centre	65 Drumbeg Drive, Lisburn	BT28 1PD	Built
Hillsborough Forest Park	Large Park, Hillsborough, County Down	BT27 4RZ	Built
Bridge Community Centre	50 Railway Street, Lisburn	BT28 1XP	Built
Billy Neill Centre Pavilion	341 Comber Road, Dundonald, Down	BT16 1RQ	OR Commercial Rollout - to be completed
Hillhall Community Centre	11-19 Hillhall Gardens Hillhall Estate Lisburn	BT17 5DD	OR Commercial Rollout - to be completed
Wallace Park	Belfast Road, Lisburn, Antrim	BT27 4AP	OR Commercial Rollout - to be completed



Development Committee

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1 June 2022

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Director of Service Transformation

Local Government Act (Northern Ireland) 2014

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When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

Following
Ratification by
Council July
2022

Never

Item for Decision

TITLE: **Tender Report for Blaris Car Park and Update**

Background and Key Issues:

Background

1. The Council has completed phase 1 of the Discover Waterways project funded through the NI Rural Development Programme in early 2021, which has seen the restoration of Navigation House and Stable Block on the Hillsborough Road to create a high end multi-use Council owned facility consisting of office space, training facilities, exhibition space, workshop space and meeting/conference facilities.

2. As reported at March 2021 Development Committee, Lagan Navigation Trust (LNT) has been gifted a parcel of land at the edge of the new private housing development on Blaris Road and adjacent to the new cycle path delivered by the Department for Infrastructure.
3. At the Development Committee held on 1 April 2021 it was approved that:
 - a. the proposal for the Council to lease the parcel of land off Blaris Road be approved, and
 - b. the way forward as outlined in the April report circulated, including adherence to the capital programme process for consistency and transparency, be agreed.
4. Funding was secured through the Covid-19 Recovery Revitalisation Scheme (Department for Infrastructure) to develop the proposed site to provide car parking facilities which will not only service visitors to Navigation House but users of the Lagan Towpath and associated Greenways. It is proposed to be offered as a free car park for people using the aforementioned facilities.
5. In addition, it is hoped the availability of car parking in the area will encourage visitors to park at this location and cycle into Lisburn City Centre connecting the rural community to the urban, reducing traffic congestion in the city centre and to provide overflow parking facilities for those visitors travelling by car to access Navigation House.

Key Issues

1. Interested Contractors were invited to submit tenders through the eTenderNI portal. Tenders were returned from 14 Contractors. The successful Tender was awarded to the lowest tenderer as permitted by the scheme of delegation. [REDACTED]
[REDACTED] The tender documents will now be presented to Council for signing and sealing.
2. Some neighbouring householders expressed concerns with the potential operation of the car park and requested that some additional fencing and controls be included to reduce and prevent potential antisocial behaviour. These arrangements were included in the works with the addition of time controlled automatic access barriers and screen fencing. It is proposed that access to the carpark is controlled with the following opening/closing hours.
3. Initial proposed opening hours are:
 - Summer (April to October) opening hours – 0800 to 2100
 - Winter (October to March) opening hours - 0800. To 1700The exit barrier will permit vehicles to leave at any time and appropriate signage will be erected to inform users. It is also proposed that any alteration to opening and closing times will be delegated to officers in consultation with local residents.
4. The car park is due to be completed early June and the local householders have thanked the Council for the manner in which the contract has been delivered together with the inclusion of the additional measures that they had requested.

Recommendation:

It is recommended that Members consider and agree to:

1. Note the award of the tender for the construction of the Blaris Road Car Park
2. Approve the initial proposed summer and winter opening times of the car park as detailed in the report
3. Approve that any alteration to opening and closing times will be delegated to officers in consultation with local residents.

Finance and Resource Implications:

Funding was secured through the Department for Communities

Screening and Impact Assessment

1. Equality and Good Relations

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

If no, please provide explanation/rationale

Equality and Good Relations screening his deemed not to be required as this is a contract for works services and will not affect any of the Section 75 groups.

If yes, what was the outcome?:

Option 1 Screen out without mitigation	Yes/No	Option 2 Screen out with mitigation	Yes/No	Option 3 Screen in for a full EQIA	Yes/No
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

N/A

Insert link to completed Equality and Good Relations report:

N/A

2. Rural Needs Impact Assessment:

Has consideration been given to Rural Needs?	No	Has a Rural Needs Impact Assessment (RNIA) template been completed?	No
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If no, please give explanation/rationale for why it was not considered necessary:

A Rural Impact Assessment is deemed not to be required as this is a contract for works services and will apply equally to all communities across the Council area

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

N/A

SUBJECT TO PLANNING APPROVAL:

No

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

APPENDICES:

[REDACTED]

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date:

[REDACTED]



Development Committee

Confidential

1 June 2022

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When will the report become unrestricted:

Specify when
report will
become available

Redacted
report
available

Following award
of contract (Mid
July 2022

Never

Item for Decision

TITLE: Annual Tender Report for award of Play Park Repairs and Supply of Electrical Goods Call-Off Contracts

Background and Key Issues:

Background

1. Annual Tenders have been in place for the provision of Play Park Repairs and Supply of Electrical Goods Call-Off Contracts for reactive and project works to Council facilities for a number of years.
2. The tenders are renewable on an annual basis on a 1+1 basis up to the maximum period of 4 years. The current tenders are now due for renewal.

Key Issues

1. Interested contractors were invited to submit tenders thorough the eTenderNI portal and tenders were returned from suppliers.
2. These tenders were opened by the evaluation panel including the Head of Assets, and Procurement Officer; and forwarded to the Building Maintenance Manager and Building Maintenance Supervisor for scoring against the agreed criteria.
3. Four tenders were received for Play Area Repairs and all progressed to stage two of the evaluation process and are recommended to be included in the call-off schedule.
4. Five tenders were received for the Supply of Electrical Goods and four of these progressed to stage two of the evaluation process and are recommended to be included in the call-off schedule.
5. In each case, the successful tenderer will initially be selected from the required schedule on a ranked/ lowest price basis. If in the event that a supplier is not available within a specified timescale the Council shall then approach the next ranked/ lowest priced tenderer etc.
6. Each contract will be awarded on a task requirement basis.
7. The full tender reports are included for Members' information (██████████).

Recommendation:

It is recommended that Members consider and approve the award of the tenders to those contractors and suppliers for the call-off of services for Play Area Repairs and Supply of Electrical Goods as required and detailed within the tender reports and that the tenders are referred for signing and sealing as required by the Councils standing orders.

Finance and Resource Implications:

Budget provision has been included in the annual estimates.

Screening and Impact Assessment**1. Equality and Good Relations**

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

If no, please provide explanation/rationale

Equality and Good Relations screening his deemed not to be required as this is a contract for works services and will not affect any of the Section 75 groups.

If yes, what was the outcome?:

Option 1 Screen out without mitigation	<input type="text" value="Yes/No"/>	Option 2 Screen out with mitigation	<input type="text" value="Yes/No"/>	Option 3 Screen in for a full EQIA	<input type="text" value="Yes/No"/>
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Rationale for outcome/decision (give a brief explanation of any issues identified including mitigation and/or plans for full EQIA or further consultation)

N/A

Insert link to completed Equality and Good Relations report:

N/A

2. Rural Needs Impact Assessment:

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

A Rural Impact Assessment is deemed not to be required as this is a contract for works services and will apply equally to all communities across the Council area

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

N/A

SUBJECT TO PLANNING APPROVAL:

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

APPENDICES:

[Redacted content]

HAS IT BEEN SUBJECT TO CALL IN TO DATE?

No

If Yes, please insert date: