

**Democratic Services Section
Legal and Civic Services Department
Belfast City Council
City Hall
Belfast
BT1 5GS**



**Belfast
City Council**

MEETING OF THE STRATEGIC POLICY AND RESOURCES COMMITTEE
-ADDITIONAL ITEMS & REPORTS TO FOLLOW

Dear Alderman/Councillor,

The above-named Committee will meet both online and in-person, in the Lavery Room, City Hall on Friday, 24th October, 2025 at 9.30 am, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully,

John Walsh

Chief Executive

AGENDA:

2. Restricted Items

- (f) Organisational Reviews and Change Programme (Pages 1 - 8)
- (i) FIFA Women's World Cup (Pages 9 - 12)

3. Matters referred back from Council/Motions

- (a) Motion Update - National Famine Commemoration Day (Pages 13 - 16)

4. Belfast Agenda/Strategic Issues

- (f) Planning Information (Pages 17 - 34)
- (g) Renewal of the Scheme of Delegation for Planning (Pages 35 - 48)

6. Finance, Procurement and Performance

- (a) Contracts Update (Pages 49 - 60)

9. Issues Raised in Advance by Members

- (a) Levels of criminality and violence in the City Centre (Cllr Beattie to raise)

By virtue of paragraph(s) 3 of Part 1 of Schedule 6
of the Local Government Act (Northern Ireland) 2014.

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Subject:	Notice of Motion – National Famine Commemoration Day
Date:	24th October, 2025
Reporting Officer:	Nora Largey - City Solicitor and Director of Legal and Civic Services
Contact Officer:	Jim Hanna - Democratic Services & Governance Manager

Restricted Report

Is this report restricted?

Yes

☐

No

☒

Call-in

Is the decision eligible for Call-in?

Yes

☒

No

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1.0	Purpose of Report/Summary of Main Issues
1.1	To bring the Committee's attention a response to a which has been received in relation to a motion regarding Belfast's hosting of the National Famine Commemoration in 2027.
2.0	Recommendation
2.1	The Committee is requested to note the receipt of the response on behalf of the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media, and to take such action thereon as may be determined.
3.0	Main Report
3.1	The Standards and Business Committee, at its meeting on 28th April, adopted the following motion which had been moved by Councillor McKay and seconded by Councillor Brennan.
3.2	"That this Council writes to the National Famine Commemoration Committee asking that they hold the National Famine Commemoration Day in Belfast in 2027. This Commemoration has never been held in Belfast and has only been held in the North once, in Newry in 2015. With recent interest about rediscovering the history of the famine in Belfast, we believe that it would be appropriate for this Commemoration to take place in Belfast, reflecting on one of the most pivotal and painful chapters of our nation's history."
3.3	The response is attached as Appendix 1 and provides further detail on the application process.
3.4	Committee will recall that a previous Notice of Motion was adopted to make a request for Belfast to host the National Famine Memorial Day in May 2024.
3.5	The Chief Executive received a response advising that there was a policy of rotating the province that the commemoration is held in each year, and that the commemoration was held in Milford, County Donegal in 2023. The letter further states that the Department was identifying a host county from Leinster for the 2024 event. The Department did however advise that it would keep Belfast City Council's expression of interest on file for consideration.

3.6	<u>Financial and Resource Implications</u> None at this stage as there is no commitment to proceed with an application to host the event.
3.7	<u>Equality or Good Relations Implications</u> Any decision taken will have equality and good relations and would be subject to the corporate screening process.
4.0	Documents Attached
	Appendix 1 – Response - Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media.



Mr. Barry Flynn
flynnbarry@belfastcity.gov.uk

6th October 2025

Our Ref: CHG-MO-00913-2025

Dear Mr. Flynn,

Thank you for your correspondence and your expression of interest to host the National Famine Commemoration in Belfast in 2027.

The National Famine Commemoration (NFC) was established in July 2008, following a government decision to commemorate the Great Irish Famine with an Annual Memorial Day.

The commemoration, consisting of a community event and solemn State ceremony, takes place in each of the provinces of Ireland on a rotating basis.

The National Famine Commemoration Committee (NFCC), which Minister O'Donovan Chairs, was established with the main objective to consider the most appropriate arrangements for the commemoration. The Committee recognises that hunger and suffering knew no border during the dark days of the Famine. Death, starvation and mass emigrations effected most communities on this island and has left a lasting and devastating impact on us as a people. The NFC is an opportunity to remember and ensure we never forget.

Preparations are underway for the 2026 event which is scheduled to take place in Connacht and the following overview of the process may be helpful. In September, the Department wrote to the Chief Executives of every Local Authority in Connacht requesting an Expression of Interest to host the National Famine Commemoration. It will be the responsibility of the Local Authority to demonstrate the suitability of their proposed location for the event. This will include highlighting the historical links of the proposed site as well as the capability of the site in terms of access and capacity to host an event of this scale. Local Authorities will also be required to detail a support programme of events to raise awareness and complement and enrich the National Commemoration. It will be the role of the National Famine Commemoration Committee to consider these Expressions of Interest and make a recommendation to the Minister.

We appreciate your interest in hosting this event in 2027. We will be back in contact in autumn 2026, with the official *Expression of Interest* documentation. All completed Expressions of Interest received by the Committee will be considered.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'Darren Clarke', is placed above the printed name.

Darren Clarke
Private Secretary

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Subject:	Planning Information
Date:	24 October 2025
Reporting Officer(s):	Kate Bentley, Director of Planning and Building Control
Contact Officer(s):	Ed Baker, Planning Manager (Development Management)

Restricted Reports									
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>								
<p>Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.</p> <p>Insert number <input style="width: 40px; height: 20px;" type="text"/></p> <ol style="list-style-type: none"> 1. Information relating to any individual 2. Information likely to reveal the identity of an individual 3. Information relating to the financial or business affairs of any particular person (including the council holding that information) 4. Information in connection with any labour relations matter 5. Information in relation to which a claim to legal professional privilege could be maintained 6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction 7. Information on any action in relation to the prevention, investigation or prosecution of crime 									
<p>If Yes, when will the report become unrestricted?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">After Committee Decision</td> <td style="width: 30%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>After Council Decision</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Sometime in the future</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Never</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		After Committee Decision	<input type="checkbox"/>	After Council Decision	<input type="checkbox"/>	Sometime in the future	<input type="checkbox"/>	Never	<input type="checkbox"/>
After Committee Decision	<input type="checkbox"/>								
After Council Decision	<input type="checkbox"/>								
Sometime in the future	<input type="checkbox"/>								
Never	<input type="checkbox"/>								

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of Main Issues
1.1	To provide an update on Major planning applications and applications that have been determined by the Planning Committee.

2.0	Recommendation
2.1	The report is for notation.
3.0	Main Report
	<u>Background</u>
3.1	The Committee received an update on Planning Performance at its meeting on the 27 th August 2024. At that meeting and previously, the Committee sought a regular update on Major applications and applications that have been determined by the Planning Committee, especially those where a Decision Notice has yet to be issued.
3.2	All Major applications must be determined by the Planning Committee. The Key Performance Indicator (given in weeks) is calculated from when an application is considered to be valid to when the Decision Notice ("Green Form") is issued. This means that any delays either pre- or post- committee will impact on the KPI. The target for determining a Major application is 30 weeks.
	<u>Major applications</u>
3.3	Appendix 1 sets out the Major applications that are currently with the Council to determine. Details are given on the location, proposal, the validation date and target date for determination (using the 30 week target set out in the Key Performance Indicator) as well as a status update.
	<u>Applications determined by Committee</u>
3.4	Appendix 2 sets out the applications that have been determined by Committee since February 2022 which are yet to issue. For completeness information is also given on those applications determined by Committee which have had their Decision Notice issued. Details are given on the time taken (in weeks) to bring the applications before Committee and where decisions are yet to be issued, information is given relating to the main reason for the delay.
3.5	Following further discussion at the Strategic Policy and Resources Committee in May 2025, this table has now been amended to include a new non statutory target date and to give more detailed reasons for any delays in determination.
	<u>Conclusion</u>
3.6	This report will be brought to each Planning Committee and to each Strategic Policy and Resources Committee for information on an ongoing basis.
	Financial & Resource Implications
3.7	There are no financial or resource implications associated with this report.

	Equality or Good Relations Implications / Rural Needs Assessment
3.8	There are no equality or good relations / rural needs implications associated with this report.
4.0	Appendices – Documents Attached
	Appendix 1 – Major planning applications at October 2025 Appendix 2 – Applications determined by Committee at October 2025

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Live Major Applications not previously considered by Committee @ 06.10.25

Number	Application No.	Category	Location	Proposal	Date Valid	Target Date	Status
1	LA04/2022/0809/F	Major	Lands to the south and west of Woodland Grange to the north of Blacks Gate and to the east of Moor Park Mews Belfast.	Amendments to approved schemes ref. Z/2008/0993/F (erection of 53 No. dwellings) & ref. Z/2013/0120/F (erection of 46 No. dwellings); to reduce overall density from 99 No. dwellings to 94 No. dwellings and associated and ancillary works.	21-Apr-22	17-Nov-22	Under Consideration
2	LA04/2023/2633/F	Major	St Teresa's GAC, 2 Glen Road Heights, Belfast BT11 8ER	Proposed extension to existing clubhouse to provide indoor sports hall, changing rooms, reception, and fitness suite. Proposed relocation of grass pitch and new 4G training pitch with integrated ball walls. Proposed annex building with club store and matchday shop. Site works including increased parking, fencing, catch nets, floodlighting, dugouts, paths, and other associated amenities.	14-Mar-23	10-Oct-23	Under Consideration
Page 23	LA04/2023/3799/F	Major	Vacant lands (partial site of the former Wolfhill Flax Spinning Mill) located to the south, of Wolfhill Manor, north of Wolfhill Grove and west of Mill Avenue, Ligoniel Road, Belfast, BT14 8NR	New single storey 10-class based primary school, separate nursery school accommodation and school meals accommodation to facilitate the relocation of St. Vincent De Paul Primary School and Nursery from existing site on Ligoniel Road, Belfast. Proposal includes new pedestrian and vehicular accesses onto Mill Avenue, car parking, covered cycle storage area and hard play areas. Hard and soft landscaping including wildlife walkway, fencing, retaining walls, underground drainage system to include the reinstatement of underground storm sewer and headwall into adjacent DFI River wayleave. Includes temporary contractors compound and all associated site works.	09-Oct-23	06-May-24	Under Consideration
4	LA04/2023/4181/F	Major	Lands comprising the existing Sydenham Wastewater Pumping Station west of Park Avenue, Connswater River and King George V Playing Fields, to the south of the Sydenham By-Pass, east of The Oval football stadium, north and east of Parkgate Gardens and north of Parkgate Crescent, Parkgate Parade and Mersey Street, Belfast	Demolition of existing Wastewater Pumping Station (WwPS) with reinstatement of site as a landscaped area. Construction of a replacement WwPS including associated control building and hardstanding, the raising of site levels, in-channel works, provision of new rising main, other ancillary buildings, the creation of an access road on lands within the King George V Playing Fields to serve the facility, landscaping and other ancillary works. Provision of a temporary working area on lands within the King George V Playing Fields, the creation of a temporary access road from Mersey Street to facilitate construction traffic on lands to the rear of 1-35 Parkgate Gardens, the creation of a temporary footway adjacent to 88 Park Avenue and other ancillary development and landscaping restoration works.	14-Nov-23	11-Jun-24	Under Consideration

5	LA04/2024/0015/F	Major	Lands at Cabin Hill, Upper Newtownards Road, Belfast BT4	Erection of 53 residential units (including 43 dwellings and 10 apartments) including creation of access, internal roads, landscaping and associated works (amended description and plans).	22-Dec-23	19-Jul-24	Under Consideration
6	LA04/2024/0569/O	Major	Stormont Hotel, 587 Upper Newtownards Road BT4 3LP and adjacent properties at Castlevue Road (nos. 2, 4, 6, 16, 18, 20, 22, 24, 26, 28 & 30), Summerhill Parade (nos. 18, 20 & 22), and Summerhill Park (nos. 37 & 39) and rear of 160 Barnetts Road, Belfast (amended address)	Outline planning permission with all matter reserved for independent living (Use Class C3) units and up to 62no. assisted living units (Use Class C1), associated internal access roads, communal open space, revised access from Castlevue Road, associated car parking, servicing, amenity space and landscaping.	04-Apr-24	31-Oct-24	Under Consideration
7	LA04/2024/0570/F	Major	Stormont Hotel, 587 Upper Newtownards Road BT4 3LP and adjacent property 37-39 Summerhill Park, Belfast.	Change of use of from hotel, conference centre and offices (sui generis) to a 97-bed care home (Use Class C3(b) and 1,559sqm diagnostic medical facility (Use Class D1(a), associated access, car parking, landscaping and open space.	04-Apr-24	31-Oct-24	Under Consideration
Page 22	LA04/2024/0910/F	Major	70 Whitewell Road, Newtownabbey, BT36 7ES Site at Hazelwood Integrated College	Redevelopment of Hazelwood Integrated College to include demolition of existing building and development of new school campus, new sports pitch, outdoor play areas, car parking, hard and soft landscaping and retention and refurbishment of the Listed Building (Graymount House) and other associated site works including a temporary mobile village during the construction process.	23-May-24	19-Dec-24	Under Consideration
9	LA04/2024/1836/F	Major	Lands between Ballygomartin Road and Upper Whiterock Road and to the west (rear) of Moyard Parade and New Barnsley Crescent, Belfast Co. Antrim BT13 3QZ	Proposed development of new walking trails linking Black Mountain Shared Space Project building (approved under LA04/2022/0853/F) on the Ballygomartin Road with the Upper Whiterock Road and Moyard Parade. Proposal to include gated accesses, stockproof fencing, seated areas, information signage, landscaping and associated site works.	25-Nov-24	23-Jun-25	Under Consideration
10	LA04/2024/2024/RM	Major	Royal Ulster Agricultural Society, the Kings Hall, 488-516 Lisburn Road, Belfast, BT9 6GW	41no. retirement living apartments at Plot 6, parking and landscaping in accordance with outline planning permission LA04/2020/0845/O, seeking approval of layout, scale, appearance and landscaping details	18-Dec-24	16-Jul-25	Under Consideration
11	LA04/2024/2134/F	Major	Site of the former Dunmurry Cricket Club, Ashley Park, Dunmurry, Belfast BT17 0QQ, located north of 1-10 Ashley Park and south of 1-20 Areema Grove and Areema Drive, Dunmurry.	Mixed use scheme for new community recreational facilities, including basketball court, parkland and residential development comprising 37no social/affordable housing units with landscaping and associated works.	21-Dec-24	19-Jul-25	Under Consideration

12	LA04/2024/2145/F	Major	Lands at North Foreshore / Giant's Park Dargan Road, Belfast, BT3 9LZ	Creation of a new Adventure Park comprising a community / visitor hub building including café, creche, flexible exhibition / community space, ancillary office space and maintenance yard. Development includes community gardens, bmx track, crazy golf, dog park, walking/running/cycle paths, outdoor amphitheatre, bio diversity zones, and recreational facilities. Associated landscaping and infrastructure (drainage, lighting, car / coach parking, WC block etc).	15-Jan-25	13-Aug-25	Under Consideration
13	LA04/2025/0012/F	Major	Lands at the Waterworks Park, located off the Cavehill Road; and lands at Alexandra Park, located between Castleton Gardens and Deacon Street; extending along Castleton Gardens and Camberwell Terrace to the road junction approximately 30 metres to the north west of 347 Antrim Road, Belfast, BT15 2HF	<p>Refurbishment and safety work to the Waterworks upper and lower reservoirs, and Alexandra Park Lake reservoir, to be complemented with wider environmental, landscape and connectivity improvements.</p> <p>The reservoir works comprise of a new overflow structure with reinforcement and protection of the return embankment parallel to the by-wash channel at Waterworks Upper reservoir. Repairs to the upstream face of Waterworks Lower reservoir with the addition of wetland planting to reduce the overall capacity of the reservoir. Removal of an existing parapet wall and embankment reinforcement at the Alexandra Park Lake reservoir.</p> <p>Improvements at Waterworks Park comprise the demolition of the existing Waterworks Bothy and replacement with a new building to include public toilets, Changing facilities, multi-purpose community room and kitchenette. Extension to existing Cavehill Road gatehouse building. Entrance improvements, new events space including multipurpose decking; resurfacing of footways; new pedestrian lighting along key routes; a dog park; replacement platforms and viewing area. New 3-on-3 basketball court; replacement surface to existing small sided 3G pitch; and upgrades to existing Queen Mary's playground.</p> <p>Improvements at Alexandra Park include the resurfacing of footways; new pedestrian lighting along key routes; new reinforced grass event space; new lake viewing area; new public toilets and changing places; entrance improvements. 2no existing bridges replaced; new pedestrian entrance; reimagined peace wall; new multi-sport synthetic surface with cover; and upgrades to existing play parks.</p> <p>Streetscape improvements along Camberwell Terrace and Castleton Gardens include resurfacing of footways with new kerbs; resurfaced carriageways and new tactile paving at pedestrian crossings; and all associated works.</p>	20-Dec-24	18-Jul-25	Under Consideration
14	LA04/2025/0088/F	Major	Lands adjacent and south west of Monagh By-pass, north west of Nos. 17, 19 and 22 Black Ridge Gardens and c.150 metres south east of Nos. 38 to 70 (evens) Black Ridge View (part of the wider Glenmona mixed-use development), Belfast	Proposed mixed use development (in lieu of the previously approved employment zone under LA04/2020/0804/F) comprising 36 no. Category 1 (over 55's) social housing apartments and 7 no. Class B1/B2 Business/Light Industrial Units. Development includes 2 no. access points, car parking, landscaping and all associated site works	17-Feb-25	15-Sep-25	Under Consideration

15	LA04/2025/0184/O	Major	38-52 Lisburn Road, Malone Lower, Belfast, BT9 6AA	Seven storey building (39.3m AOD) mixed use development comprising of Use Class B1 (c): Business, Research & Development and Use Class, D1: Community and Cultural Uses, including landscaping, parking, and servicing (Amended Description).	10-Feb-25	08-Sep-25	Under Consideration
16	LA04/2025/0574/F	Major	Surface level car park at lands to east of Lanyon Place Station Mays Meadow, Belfast, BT1 3NR	Erection of eight storey building comprising seven floors of grade A office accommodation, ground floor retail / business units together with car parking (15 no. spaces), cycle parking and plant areas: and public realm improvements including dedicated drop-off area to front of building	17-Apr-25	31-Jul-25	Under Consideration
17	LA04/2025/0974/F	Major	Site to the south of the former Knockbreda High School. Lands bounded by the A55 Upper Knockbreda Road to the south and south-east, Wynchurch Road to the north-east, Knockbreda Primary School to the north and Knockbreda Park to the west.	Development of a new primary school building for Forge Integrated Primary School. including development of a nursery unit, hard and soft play areas, landscaping, car parking, internal drop-off areas and new access arrangements onto the A55 Knockbreda Road via a new signalised junction; demolition of no. 138a Knockbreda Park and associated site works	04-Jun-25	31-Dec-25	Under Consideration
Page 26	LA04/2025/1272/F	Major	Harberton North Special School 29a Fortwilliam Park, Belfast, BT15 4AP	Erection of temporary mobile classroom village to facilitate future refurbishment and extension of existing Harberton North Special School, comprising 3 no. 2-storey blocks of temporary classroom accommodation, temporary hard play areas, temporary staff and visitor parking areas, tree removal and landscpaing.	31-Jul-25	13-Nov-25	Under Consideration

Planning Applications Discussed at Committee Between 01 Apr 2019 and 06 Oct 2025

Decision Description		Totals
		27
Application Withdrawn		1
Consent Granted		
Consent Refused		
Permission Granted		3
Permission Refused		
Total		31

Application No.	Location	Proposal	Category	Date Valid	Statutory Target Date	Statutory Target Weeks	Current number of Weeks	Committee Date	Weeks between Valid date and Comm date	Weeks Since Committee	Previous New Non-statutory Target Date	New Non-statutory Target Date	Reason decision not issued
LA04/2022/2059/F Page 25	Lands south of 56 Highcairn Drive Belfast BT13 3RU Site located at junction between Highcairn Drive and Dunboyne Park Belfast.	Proposed Social Housing Development Comprising of 12 no. 3p/2b semi-detached dwelling houses with incurtilage parking and associated site works. (amended description and site location plan)	LOC	04-Nov-22	17-Feb-23	15	153	29/06/2023	33	118	31/08/2025	31/10/2025	Awaiting Section 76 Agreement - land ownership issues on the applicant's side
LA04/2021/2016/F	21-29 Corporation Street & 18-24 Tomb Street Belfast.	Demolition of existing multi-storey car park and the erection of 298no. build for rent apartments (19 storey) including ground floor commercial unit (A1/A2), car/cycle parking provision along with associated development. (Further information received).	MAJ	26-Aug-21	24-Mar-22	30	215	16/01/2024	124	89	31/08/2025	31/10/2025	Awaiting Section 76 Agreement - wording of clauses agreed; awaiting Certificate of Title information from applicant

LA04/2024/0483/F	34-44 Bedford Street and 6 Clarence Street, Belfast	Proposed change of use from Office (B1) and restaurant (Sui Generis) to Hotel comprising of 88 no. bedrooms, two storey rooftop extension, restaurant and bar offerings, gym facilities, including new dormer windows on roof, internal and external refurbishment and alterations, and all associated site works.	MAJ	19-Mar-24	15-Oct-24	30	81	15/10/2024	30	50	Unknown	Unknown	Awaiting Section 76 Agreement - issues to be resolved on the applicant's side
LA04/2024/0480/DCA	34-44 Bedford Street and 6 Clarence Street, Belfast	Part demolition of existing buildings (stripping back of roof, shopfront and other external alterations to facilitate change of use and extension of buildings to hotel use.	LOC	29-Mar-24	12-Jul-24	15	80	15/10/2024	28	50	Unknown	Unknown	See above
LA04/2024/0369/F	Lands at Former Monarch Laundry site, and Broadway Hall Site, No's 451 - 457 Donegall Road, Belfast, BT12 6HD.	Proposed Specialist Nursing and Residential Care Facility comprising approximately 158 no. beds, day/dining rooms, treatment rooms, staff rooms, office/store rooms, including car parking provision, cycle parking, refuse storage, landscaping, and associated site and access works.	MAJ	08-Feb-24	05-Sep-24	30	87	12/11/2024	39	46	31/10/2025	Unknown	Awaiting Section 76 Agreement and new contamination issues - development commenced without planning permission and updated contaminated land surveys required from applicant

LA04/2023/2557/F	Lands East of Meadowhill, North of Glencolin Court, North and East of Glencolin Rise, East of Glencolin Grove, North and West of Glen Road Rise, and North of Glen Road Grove. Belfast.	260 no. dwellings, children's play area and other ancillary and associated works.	MAJ	24-Feb-23	22-Sep-23	30	137	10/12/2024	93	42	Unknown	Unknown	Unable to agree terms of Section 76 agreement with applicant - specialist legal advice sought
LA04/2024/1869/F	The Edge, 48-52 York Street, Belfast, BT15 1AS	Temporary Change of Use of 92 No. Student Bedrooms to Short Term Let Accommodation	LOC	01-Nov-24	14-Feb-25	15	49	18/03/2025	19	28			Withdrawn
Page 29 LA04/2024/0626/F	1 Havelock House Havelock Place, Ormeau, Belfast, BT7 1EB .	Erection of 104no. social rented residential units (comprising a mix of General Social Housing and Category 1 over 55's accommodation) across two detached blocks [ranging between 3 and 5 storeys], landscaping, communal and private amenity space, ancillary cycle and car parking provision, and other associated site works	MAJ	17-Apr-24	13-Nov-24	30	77	18/03/2025	47	28	Unknown	30/11/2025	Holding direction issued by DfI in March 2025 released - Pre-Determination Hearing and reconsideration of application scheduled for November Committee

LA04/2024/0675/F	The Arches Centre 11-13 Bloomfield Avenue / 387-389 Newtownards Road, , Belfast, BT5 5AA	Change of Use of first and second floor to 39 No. apartments; extension to second floor for 6 No. apartments and erection of new third floor for 19 No. apartments (all social housing dwellings, 64 No. in total), and ancillary/associated works. Solar panels on roof (amended plans and description).	MAJ	13-May-24	09-Dec-24	30	73	15/04/2025	48	24	Unknown	Unknown	Awaiting Section 76 Agreement - Certificate of Title outstanding
LA04/2024/2026/RM	Royal Ulster Agricultural Society the Kings Hall, 488- 516 Lisburn Road, Belfast, BT9 6GW	Multi Storey Car Park with ground floor units for local retail uses, restaurant and cafe uses, leisure and gym facilities at Plot 8, new public realm and amenity open space including a central plaza in accordance with outline planning permission LA04/2020/0845/O, seeking approval of layout, scale, appearance and landscaping details	MAJ	29-Nov-24	27-Jun-25	30	45	13/05/2025	23	20			Permission Granted
LA04/2024/0058/F	68 Fortwilliam Park, Belfast BT15 4AS	Demolition of existing 31 no. bed private nursing home and erection of 20 no. sheltered housing units (3 storey building) for the elderly; warden accommodation; communal facilities; landscaping; car parking and site works.	LOC	20-Dec-23	03-Apr-24	15	94	13/05/2025	72	20	31/08/2025	31/10/2025	Delegated authority given to resolve final response fom Waste Management. This is ongoing and expected to be resolved shortly

LA04/2023/4543/F	885 Shore Road, Belfast, BT36 7DH	Proposed new changing pavilion, enhancing grounds entrances including turnstiles, ancillary facilities and upgrade to existing car park. Proposed 3G surfacing to existing grass pitch with flood lighting.	LOC	01-Feb-24	16-May-24	15	88	17/06/2025	71	15	N/A	Unknown	Outstanding consultations from DAERA NIEA and SES
LA04/2024/1036/F	Lands to the east of the River Lagan located between Lagan Gateway Phase 1 and Belvoir Park Forest, running adjacent to the west of Belvoir Park Golf Club and approximately 120 metres to the east of Newtownbreda Water Treatment Plant, Galwally Ave, Belfast BT8 7YA.	Lagan Gateway Phase 2 – Proposed greenway connection extending between Lagan Gateway Phase 1 at Annadale Embankment to Belvoir Forest Park. Comprising compacted gravel paths; a new elevated (4-5 meter high) timber boardwalk (approximately 85m long); landscaping works, new cycle stands, bollards, seats and bins; and all associated works	LOC	10-May-24	23-Aug-24	15	74	17/06/2025	57	15	30/09/2025	31/10/2025	Awaiting outstanding consultation from DAERA NIEA
LA04/2024/0267/F	11 Friendly Way, Belfast, BT7 2DU	Change of Use from Dwelling to 6no bed/6person HMO (amended description)	LOC	15-Feb-24	30-May-24	15	86	17/06/2025	69	15	31/08/2025	31/10/2025	June Committee resolved to delegate authority to refuse, decision notice being drafted

LA04/2025/0535/F	Lands West of Monagh By-Pass South of Upper Springfield Road & 30-34 Upper Springfield Road & West of Aitnamona Crescent & St Theresa's Primary School. North and East of 2-22 Old Brewery Lane, Glanaulin, 137-143a Glen Road & Airfield Heights & St Mary's CBG School Belfast	Variation of conditions 1, 2, ,3, 4 ,5, 11, 14, 17, 18, 19, 36, 37 and 41 of approval LA04/2023/2390/F and LA04/2020/0804/F to facilitate removal of 31 previously approved dwellings and retaining structure along northern boundary of site adjacent to Upper Springfield Road. Retention of existing sloping ground levels and landscaping at this location.	MAJ	27-May-25	23-Dec-25	30	19	17/06/2025	3	15	30/09/2025	31/10/2025	Awaiting final DFI Roads response and conclusion of S77 agreement (amendment to S76 agreement)
Page 80 LA04/2024/1592/F	Marlborough House at no. 28-32 Victoria Street, Belfast and no. 8 and 10-12 Marlborough Street; 11 Prince's Street and 2-4 Prince's Court, Belfast, BT1 3GG	Residential development comprising the demolition of no. 8 Marlborough Street, partial demolition of existing Marlborough House, and the refurbishment of existing Listed Building (Princes Court) (3 storeys), for the erection of 103 no. apartments (mix of 1-bed, 2-bed and 3 bed units) (8 storeys), with provision of private amenity, and internal and external communal amenity spaces; and associated site and infrastructure works. (amended description)	MAJ	20-Sep-24	18-Apr-25	30	55	17/06/2025	38	15	30/09/2025	31/10/2025	Awaiting Section 76 Agreement completed - decision to issue

LA04/2024/1761/RM	Land forming Plot 9 of the Kings Hall development as approved by LA04/2020/0845/O.	Application for approval of reserved matters application for a medical facility in accordance with outline planning permission LA04/2020/0845/O, seeking approval of layout, scale, appearance and landscaping details	MAJ	15-Oct-24	13-May-25	30	51	17/06/2025	35	15	30/09/2025	31/10/2025	Resolving condition issues.
LA04/2024/2044/F	Lands at 39 Corporation Street, Belfast, BT1 3BA	Erection of 895 room Purpose Built Managed Student Accommodation (PBMSA) across 9-20 storey building blocks with communal facilities, internal and external communal amenity space including landscaped courtyard and roof terraces and ancillary accommodation. With additional use outside term time (no more than 50% of the rooms) as short-term let accommodation and (no more than 50% of the rooms) accommodation for use by further or higher education institutions	MAJ	05-Dec-24	03-Jul-25	30	44	12/08/2025	35	7	30/09/2025	31/10/2025	Awaiting Section 76 Agreement - near completion
LA04/2024/1654/F	432 Falls Road, Belfast, BT12 6EN	Change of use from a 7-bedroom dwelling house (C1) to a 7 bed/ 9 person House of Multiple Occupancy (Sui Generis)	LOC	21-Oct-24	03-Feb-25	15	50	12/08/2025	42	7	N/A	31/10/2025	Preparing decision notice for issuing

LA04/2024/1865/O	Land between No 22 Squires View and Nos 57 & 59 Squires Hill Road, Belfast.	3no. detached dwellings part 2 storey part 3 storey (amended plans)	LOC	28-Oct-24	10-Feb-25	15	49	12/08/2025	41	7	N/A	30/11/2025	Late objections received. Planning Service requested additional information from applicant in respect of land instabilithy issue
LA04/2025/0122/F	Lands Between 14 and 16 Lancedean Road, Belfast, BT6 9QP	Demolition of 4 no garages and erection of 2 no. semi-detached dwellings, part 2 storey part 3 storey (amended description) (additional plans)	LOC	28-Jan-25	13-May-25	15	36	12/08/2025	28	7	N/A	31/10/2025	Preparing decision notice for issuing
LA04/2024/2077/F	Adelaide Business Centre 2-6 Apollo Road, Belfast, BT12 6HP	Proposed change of use from office space (B1) and storage or distribution (B4) to Bowling Alley, Restaurant, Indoor Golf, Children's Soft Play, VR Zone & Amusements, Smoking Area, Car Parking and Associated Site Works. Proposal includes changes to elevations. (Amended Plans Received).	MAJ	29-Jan-25	27-Aug-25	30	36	12/08/2025	27	7	N/A	30/11/2025	Late objection received from neighbouring premises. Officers working through issues. Application will need to be reported back to the Committee for reconsideration
LA04/2025/0311/A	Telegraph Building, 124-144 Royal Avenue, Belfast BT1 1DN	Street Art directly on facade of Donegall Street Elevation	LOC	18-Apr-25	01-Aug-25	15	25	12/08/2025	16	7	N/A	31/10/2025	Preparing decision notice for issuing

LA04/2025/0242/F	2 - 10 Botanic Avenue, Belfast, BT7 1JG	Erection of hotel (164 beds) including ground floor bar / restaurant; proposed heights of 8 storeys (c. 26.8m to parapet) at Donegall Pass, reducing to 5 storeys at Botanic Avenue and 4 storeys at Ratcliffe Street; and associated works including demolition of existing building	MAJ	13-Feb-25	11-Sep-25	30	34	12/08/2025	25	7			Permission Granted
LA04/2024/1466/F Page 83	41 Rosetta Road, Belfast, BT6 0LR	Ground floor extension and alterations to provide 1 No. retail unit. Two storey rear extension. Rear dormer. Change of use of first & second floor level & part of ground floor level to 6 bed / 6 person HMO (amended description and plans).	LOC	30-Aug-24	13-Dec-24	15	58	12/08/2025	49	7	N/A	31/10/2025	Preparing decision notice for issuing
LA04/2023/2868/F	Lesley Retail Park, Unit 1 Boucher Road, Belfast, BT12 6HH	Section 54 application to vary condition 04 of Planning permission Z/1996/0985 to allow for the sale of convenience goods, non bulky comparison goods and bulky comparison goods. (Amended Description).	MAJ	13-Mar-23	09-Oct-23	30	134	12/08/2025	126	7			Permission Granted

LA04/2024/0948/F	Derelict lands at and to the rear of no.s 34-36 The Mount, Belfast, BT5 4NA	Redevelopment of listed buildings and lands to the rear for a residential development comprising 20no. townhouses and 6no. apartments with associated landscaping, parking and site works	LOC	03-Jun-24	16-Sep-24	15	70	16/09/2025	67	2	N/A	31/10/2025	Awaiting issuing
LA04/2024/0955/LBC	34-36 The Mount, Belfast, BT5 4NA	Restoration of external features with a new rear projection to no. 34 The Mount and new partitioning walls in both buildings to facilitate use for 6no. apartments	LOC	03-Jun-24	16-Sep-24	15	70	16/09/2025	67	2	N/A	31/10/2025	Awaiting issuing
<div> <div>Page 86</div> <div>LA04/2025/0607/F</div> </div>	5 Squires Hill Road, Belfast, BT14 8FJ	Amendments to previously approved application(LA04/2023/4 093/F). Proposal includes raising of ridge, fenestration changes to side and juliet balcony to front.	LOC	09-Apr-25	23-Jul-25	15	26	16/09/2025	22	2	N/A	31/10/2025	Awaiting issuing
LA04/2025/0976/LBC	35-39 Royal Avenue, Belfast, BT1 1FD	Alterations to shopfront	LOC	19-Jun-25	02-Oct-25	15	16	16/09/2025	12	2	N/A	31/10/2025	Awaiting issuing
LA04/2025/1140/F	35-39 Royal Avenue, Belfast, BT1 1FD	Alterations to shopfront	LOC	08-Jul-25	21-Oct-25	15	13	16/09/2025	10	2	N/A	31/10/2025	Awaiting issuing



Subject:	Renewal of the Scheme of Delegation for Planning
Date:	24 th October 2025
Reporting Officer:	Kate Bentley, Director of Planning and Building Control
Contact Officer:	Ed Baker, Planning Manager (Development Management)

Restricted Reports

Is this report restricted?

Yes

☐

No

☒

Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.

Insert number

1. Information relating to any individual
2. Information likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the council holding that information)
4. Information in connection with any labour relations matter
5. Information in relation to which a claim to legal professional privilege could be maintained
6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction
7. Information on any action in relation to the prevention, investigation or prosecution of crime

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Sometime in the future

Never

☐
☐
☐
☐

Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

1.0	Purpose of Report or Summary of main Issues
1.1	The Council must prepare a Scheme of Delegation for planning which sets out which decisions on Local and minor applications are delegated to officers. The current Scheme of Delegation was implemented in December 2022. In accordance with legislation, the Council is required to review its Scheme of Delegation every 3 years, i.e. it is next due to be renewed by 31 st December 2025.
1.2	The recommendation is to renew the existing Scheme of Delegation subject to several small changes.
1.3	The proposed amendments to the Scheme of Delegation have been noted by the Planning Committee and are to be agreed by the Strategic Policy and Resources Committee. Under the legislation, the Scheme of Delegation must be approved by the Department for Infrastructure (DfI).
2.0	Recommendations
2.1	The Committee is asked to agree the proposed minor changes to the Scheme of Delegation ahead of referral to the Department for Infrastructure.
3.0	Main report
	<u>Background</u>
3.1	Section 31 of the Planning Act (Northern Ireland) 2011 requires a Council to prepare a Scheme of Delegation which enables a person appointed by the Council to determine applications for Local development, consents, agreements or approvals required by condition. All Major applications must by law be considered by the Planning Committee.
3.2	Article 9 of the Planning (Development Management) Regulations (Northern Ireland) 2015 states that a council must not adopt a Scheme of Delegation until it has been approved by the Department for Infrastructure. Article 11 states that a council must prepare a Scheme of Delegation at intervals of no greater than three years.
3.3	Development Management Practice Note 15: Councils Schemes of Delegation provides Departmental guidance. It advises that the main benefits of delegation are: <ul style="list-style-type: none"> • to enable the Planning Committee to devote its finite time to determining applications that present issues that the Committee are best served to determine; • delegation of planning applications to officers is critical to affecting the overall performance of the development management process as it helps to ensure that decisions are taken at the most appropriate level, costs are minimised and members have more time to concentrate on the most complex cases.
3.4	The Council first published a Scheme of Delegation in March 2015 ahead of becoming a Planning Authority in April that year. It was then amended in June 2017 following a review (and updated in March 2019 to take account of the Council's new departmental structure). Further amendments were made in January 2020 and December 2022.
3.5	The Scheme of Delegation sets out a range of planning functions which are delegated to officers. These include:

should only be sub-delegated to the Operational Director of Planning and Building Control (the Strategic Director may also sub-delegate below that within the Planning Service).

2. **Paragraph 3.8.1 – confirmation that the 28-day period for an Elected Member to request that an application is referred to the Committee is also from the date that an application is re-advertised or re-notified to neighbours.** This change is intended to provide further clarity to the referral process and provides a larger window for Members to request that an application is referred to the Committee.
3. **Paragraph 3.8.1 – parts of the administration of the referral process is proposed to be dealt with by the Planning Service rather than Democratic Services to reduce “hand-offs”.** This change is intended to improve efficiency and handling of referral requests.
4. **Paragraph 3.8.1 – change to the definition of City Centre to include as defined by the draft Belfast Local Development Plan: Local Policies Plan 2035 once published.** Any Elected Member may request that an application in the City Centre is referred to the Committee. The boundary of the City Centre is currently defined by the draft Belfast Metropolitan Area Plan 2025; the proposed change reflects that this is to be replaced by the new draft Policies Plan once published.
5. **Paragraph 3.8.2 – incorporation of the provision under paragraph 3.8.2 (f) of the current Scheme of Delegation that gives officers delegated authority to refuse applications (other those for Major development) where all the necessary supporting documentation has been reasonably requested but not provided within 28 days of the request.** It is proposed to move this provision from paragraph 3.8.2 (f) to paragraph 3.8.2 because in its current position, this provision potentially conflicts with the other provisions of paragraph 3.8.2. The intention of this provision has always been that the decision on the application is delegated if reasonably requested supported documentation is not provided within 28 days, irrespective of whether other provisions of the Scheme of Delegation under paragraph 3.8.2 require the application to be referred to the Committee. The objective is to ensure the quality of applications and that they are supported by the right information. For this provision to be effective, it should be moved to paragraph 3.8.2.
6. **Paragraph 3.8.2 (a) ii. and v. – increasing the threshold for delegated decisions on applications for retail and community relates uses from up to 500 sqm to below 1,000 sqm.** The proposed increase to the threshold reflects the adoption of the Belfast Local Development Plan: Plan Strategy 2035 and Policy RET2 that requires a retail impact assessment to be submitted for town centre uses of 1,000 sqm gross or above.
7. **Paragraph 3.8.2 (i) – removal of “partial” demolition so that only applications for full demolition of a Listed Building are required to be determined by the Committee.** The proposed removal of “partial” reflects the fact that many relatively minor proposals technically involve “demolition”, such as the removal of the small area of roofing to make way for a rooflight or creation of a new internal doorway. The change would avoid applications for minor demolition proposal having to be referred to the Committee. Elected Members have the reassurance that the provisions of paragraph 3.8.5 require an application to be referred to the Committee where the officer recommendation is to approve and there is an objection from DfC Historic Environment Division.

	<p>8. Paragraph 3.8.2 (i) – correction of terminology to “Proposal of Application Notice”. The proposed change corrects the terminology in the current Scheme of Delegation which incorrectly refers to “Pre-application Notice”.</p> <p>9. Paragraph 3.8.4 (i) – clarification that this provision concerning the delegation of Developer Contributions of a value not exceeding £30k relates to “Financial” Developer Contributions. The proposed change is to avoid any ambiguity that this provision also relates to the value of “in-kind” Developer Contributions, which is not the intention of this provision.</p> <p>10. Paragraph 3.8.5 – re-ordering of the sub provisions; change to the grading definition in paragraph 3.8.5 (d); clarification that the provisions only relate to applications for full or outline planning permission (and not other forms of consent); and clarification that paragraph 3.8.5 that requires applications for Major development to be determined by the Committee does not apply to associated applications such as a Non-Material Change to a Major permission or Discharge of Condition. The proposed changes are intended to generally tidy up the provisions, reflecting legislation that states the types of application that cannot be delegated and must be determined by a Committee, as well as clarification of some of the other provisions.</p>
3.11	These changes are shown as “track changes” in the proposed amended Scheme of Delegation at Appendix 1 , highlighted yellow for ease of reference. The current adopted Scheme of Delegation is provided at Appendix 2 for comparison.
3.12	By way of context, the report to the 18 th November 2022 Strategic Policy and Resources Committee, which set out the proposed changes to the previous Scheme of Delegation can be viewed at this link (item 19).
	<u>Other Schemes of Delegation</u>
3.13	<p>Members previously requested examples of other Schemes of Delegation. Hyperlinks to other examples are provided again below.</p> <p>Derry and Strabane Council (bottom of webpage): https://www.derrystrabane.com/getmedia/de1c6642-ab21-481d-b7a6-ae058a567f82/Approved-Delegated-Scheme.pdf</p> <p>Newry, Mourne and Down Council: https://www.newrymournedown.org/media/uploads/planning_scheme_of_delegation.pdf</p> <p>Horsham District Council (pages 37 and 38 of the Council’s Constitution): Horsham District Council : Document Constitution of Horsham District Council (moderngov.co.uk)</p> <p><u>Administration of the Elected Member application referral process</u></p>
3.14	Changes are proposed to the process for Members to refer an application to Committee given that current practices resulted in a referral request being missed.
3.15	<p>Where Members would like to request that an application is referred to Committee, they should email the Director of Planning and Building Control and the Planning mailbox setting out:</p> <ul style="list-style-type: none"> - The reference number of the application

	<ul style="list-style-type: none"> - Site address and proposal - Planning grounds for referral to Committee.
3.16	On receipt of the request, the Planning Portal will be updated to ensure that the decision is changed to a Committee decision pending consideration of the referral request. This should ensure that no decisions are issued when a referral request has been made.
3.17	The Director of Planning and Building Control will consider the request in consultation with the City Solicitor (where necessary) and will confirm the decision on the request to the Elected Member. Where the referral request is agreed, the Committee report will detail that the application is before the Committee as a result of a Member request and it will detail the Member who made the request and the reasons why.
3.18	Following ratification of the Scheme of Delegation, new guidance will be issued to all Elected Members setting out the detail of the new application referral process.
	Financial & Resource Implications
3.19	The renewal of the current Scheme of Delegation, subject to minor modifications, will enable the Council to continue to determine planning functions in an efficient and cost-effective manner.
	Equality or Good Relations Implications / Rural Needs Assessment
3.20	No adverse impacts have been identified.
4.0	Appendices – Documents Attached
	Appendix 1 – proposed amended Scheme of Delegation Appendix 2 – current adopted Scheme of Delegation (December 2022)

DRAFT SCHEME OF DELEGATION FOR PLANNING

XXXXX 2025

3.8 Strategic Director of Place and Economy

The exercise of the following functions, **in line with relevant Council policies**, is delegated to the Strategic Director of Place and Economy, who may delegate his/her relevant powers to his/her deputy unless otherwise stated, namely Planning and Building Control and Director (Operational).

Planning

3.8.1 An elected Member of the Council may request that an application that relates to a site within their District Electoral Area or within an adjoining District Electoral Area or within the City Centre¹ is referred to the Planning Committee provided that the request is made in writing or by email to **the Planning Service** within 28 days of either: the date that the application is publicly advertised **(or re-advertised)** in the newspaper; or the date of Neighbour Notification **(or re-Neighbour Notification)**, whichever is the later. The Member shall clearly state their reason/s for requesting referral of the application to the Planning Committee, which must be material planning considerations. The Strategic Director of Place and Economy shall determine whether the reason/s are material planning consideration/s and of sufficient importance for consideration by the Planning Committee. **The Planning Service** will advise the relevant Member of their decision. If the decision is not to refer the application to the Planning Committee, then the decision shall be delegated to the Strategic Director of Place and Economy. **The Planning Service** will notify the Member that made the request of the outcome of their request to refer the application to the Planning Committee. Where the application is to be referred to the Planning Committee, Democratic Services will notify all Members. Where an application is referred to the Planning Committee under this provision the **Planning Service** shall notify **elected Member/s that requested the referral and** the applicant at least five calendar days before the application is discussed by the Planning Committee.

3.8.2 The functions listed below in relation to the legislation set out in Appendix C and legislation made thereunder for which the Planning Committee has responsibility. The thresholds set out at paragraph 3.8.2 (a) only apply where a representation² has been received which conflicts with the Planning Officer's recommendation. Where no representations have been received that conflict with the Planning Officer's recommendation, the thresholds do not apply and the decision is delegated to the Strategic Director of Place and Economy. **Notwithstanding the provisions below, in respect of applications, where additional or revised plans and/or information has been**

¹ City Centre as defined by the Draft Belfast Metropolitan Area Plan 2015 **and as replaced by the draft Belfast Local Development Plan: Local Policies Plan 2035 once published.**

² Representation means a consultation response received during the consultation period including, but not limited to, responses from technical consultees, neighbours and the public. Conflict must be related to material planning considerations. Correspondence from an applicant is not deemed to be a Representation.

reasonably requested and not provided within 28 days of the request, the decision is delegated to the Strategic Director of Planning and Place.

- (a) determining applications for the following categories of local developments³, including building, engineering and other operations and material changes of use:
 - i. housing schemes up to and including 12 units other than proposals for change of house type on an approved scheme below 50 units;
 - ii. retailing below 1,000 square metres gross floor space outside the City Centre or District Centres; or below 2,500 square metres gross floor space within the City Centre or District Centres;
 - iii. office space below 5,000 square metres gross floor space;
 - iv. business, light industry, general industry and storage and distribution below 2,500 square metres gross floor space;
 - v. community-related below 1,000 square metres gross floor space;
 - vi. recreation and culture below 1,000 square metres gross floor space outside town centres or below 5,000 square metres gross floor space within town centres;
 - vii. hotels and hostels below 30 beds.
- (b) determining applications for landscaping, car parking and minor works ancillary to the main use of the land which they are to be located; works required for the purposes of providing disability access; the erection of smoking shelters etc.;
- (c) determining applications for alterations and extensions to residential property and ancillary and incidental residential development within the curtilage of residential property;
- (d) determining applications for change of use but excluding those relating to student accommodation; and amusement arcades;
- (e) varying **or** removing conditions except when the variation **or** removal relates to, or constitutes, a major development;
- (f) determining applications for discharge of conditions;
- (g) determining applications for a non-material change;
- (h) determining applications for works to, or demolition of, buildings or structures in conservation areas and areas of townscape character, except where it involves full demolition of a main building (excluding buildings which are ancillary or incidental) and the officer recommendation is to grant demolition consent or planning permission;
- (i) determining applications for listed building consent, excluding full demolition
- (j) determining applications for the display of advertisements;
- (k) determining applications for certificates of lawful development (existing and proposed);
- (l) **determining Proposal of** Application Notices;
- (m) exercising the Council's powers in relation to the preservation of trees;

³ The definition of local development is provided for by section 25 of the Planning Act (Northern Ireland) 2011

- (n) the making of a screening opinion or scoping opinion in relation to Environmental Impact Assessment⁴; Strategic Environmental Assessment/Sustainability Appraisal⁵; Habitats Regulations Assessment⁶; and Rural Needs Impact Assessment⁷
- (o) enforcing all regulations and orders made under the said legislation and issuing and serving of notices;
- (p) executing works in default of compliance with any notice or order and in an emergency where empowered by statute and recovering the costs of so doing;
- (q) temporary listing of buildings including the issuing of building preservation notices and listing in urgent cases;
- (r) instituting legal proceedings, in consultation with the City Solicitor, on behalf of the Council;
- (s) authorising officers pursuant to relevant legislation for the purpose of exercising statutory powers;
 - (t) lodging representations including objections, in consultation with the City Solicitor, in relation to planning applications where the Council has been notified as part of the statutory process or where the Council's interests are likely to be affected;
- (u) responding to consultations from neighbouring authorities in relation to their Local Development Plan;
- (v) administering statutory registers;
- (w) registering and removing notices and charges in the Statutory Charges Register, in consultation with the City Solicitor;
- (x) conducting of planning related appeals to the Planning Appeals Commission; Public Examinations and other planning related public inquiries;
 - (y) responding to planning related consultations from Government Agencies unless the Strategic Director of Place and Economy considers that the consultation raises a significant planning issue for the Council, relates to a matter which is controversial or likely to be of significant public interest.

3.8.3 In relation to planning related Public Examinations, the Strategic Director of Place and Economy may, in consultation with the City Solicitor / Chief Executive where it is considered necessary, carry out the following functions:

- (a) agree minor, typographical or factual changes or modifications to the Council's Local Development Plan Documents; and
- (b) agree changes to the wording (but not the trigger points) of the operational policies which may change the emphasis but not the overall objectives of the policy.

3.8.4 Negotiating **Financial Developer Contributions** in respect of those agreements in which the contribution is equal to or less than £30,000.

⁴ Planning (Environmental Impact Assessment) Regulations (Northern Ireland) 2017

⁵ Planning (Local Development Plan) Regulations (Northern Ireland) 2015 and Environmental Assessment of Plans and Programmes Regulations (Northern Ireland) 2004 (EAPP)

⁶ Conservation (Natural Habitats, etc.) Regulations (Northern Ireland) 1995 (as amended)

⁷ Rural Needs Act (Northern Ireland) 2016

3.8.5 The delegated functions set out above do not apply to the following planning applications⁸:

- (a) Those made by the Council;
- (b) Those in which the Council has an estate;
- (c) Those made by elected members of the Council;
- (d) Those made by Council staff at senior management grade (Grade 14 or above) and all staff in Place and Economy Department and Legal Services;
- (e) Proposals for major development⁹;
- (f) There is an objection from a statutory consultee and the recommendation of the Planning Officer is to approve
- (g) Purpose built student accommodation

3.8.6 All other applications, permissions or provisions of the legislation which are not specifically listed above shall be deemed to be delegated unless otherwise provided for within this Scheme.

3.8.7 Where a function is normally delegated but raises issues which the Strategic or Operational Director believes should be considered by the Committee, that matter will be referred to the Committee.

⁸ This provision relates to applications seeking planning permission for development and does not refer to other forms of approval such as applications for Advertisement Consent, Listed Building Consent, Conservation Area Consent and Certificates of Lawful Use or Development.

⁹ Excludes applications associated with a planning permission for Major development such as applications for a Non-Material Change or Discharge of Condition

SCHEME OF DELEGATION FOR PLANNING

ADOPTED DECEMBER 2022

3.8 Strategic Director of Place and Economy

The exercise of the following functions, **in line with relevant Council policies**, is delegated to the Strategic Director of Place and Economy, who may delegate his/her relevant powers to his/her deputies unless otherwise stated, namely Director (Operational) of Economic Development, Director (Operational) of Planning and Building Control and Director (Operational) of City Regeneration and Development:

Planning

3.8.1 An elected Member of the Council may request that an application that relates to a site within their District Electoral Area or within an adjoining District Electoral Area or within the City Centre¹ is referred to the Planning Committee provided that the request is made in writing or by email to Democratic Services within 28 days of either: the date that the application is publicly advertised in the newspaper; or the date of Neighbour Notification, whichever is the later. The Member shall clearly state their reason/s for requesting referral of the application to the Planning Committee, which must be material planning considerations. The Strategic Director of Place and Economy shall determine whether the reason/s are material planning consideration/s and of sufficient importance for consideration by the Planning Committee. Democratic Services will advise the relevant Member of their decision. If the decision is not to refer the application to the Planning Committee, then the decision shall be delegated to the Strategic Director of Place and Economy. Democratic Services will notify the Member that made the request of the outcome of their request to refer the application to the Planning Committee. Where the application is to be referred to the Planning Committee, Democratic Services will notify all Members. Where an application is referred to the Planning Committee under this provision the planning service shall notify the applicant at least five calendar days before the application is discussed by the Planning Committee.

3.8.2 The functions listed below in relation to the legislation set out in Appendix C and legislation made thereunder for which the Planning Committee has responsibility. The thresholds set out at paragraph 3.8.2 (a) only apply where a representation² has been received which conflicts with the Planning Officer's recommendation. Where no representations have been received that conflict with the Planning Officer's recommendation, the thresholds do not apply and the decision is delegated to the Strategic Director of Place and Economy.

¹ City Centre as defined by the Draft Belfast Metropolitan Area Plan 2015

² Representation means a consultation response received during the consultation period including, but not limited to, responses from technical consultees, neighbours and the public. Conflict must be related to material planning considerations. Correspondence from an applicant is not deemed to be a Representation.

- (a) determining applications for the following categories of local developments³, including building, engineering and other operations and material changes of use:
 - i. housing schemes up to and including 12 units other than proposals for change of house type on an approved scheme below 50 units;
 - ii. retailing below 500 square metres gross floor space outside the City Centre or District Centres; or below 2,500 square metres gross floor space within the City Centre or District Centres;
 - iii. office space below 5,000 square metres gross floor space;
 - iv. business, light industry, general industry and storage and distribution below 2,500 square metres gross floor space;
 - v. community-related scheme up to 500 square metres gross floor space;
 - vi. recreation and culture below 1,000 square metres gross floor space outside town centres or below 5,000 square metres gross floor space within town centres;
 - vii. hotels and hostels below 30 beds.
- (b) determining applications for landscaping, car parking and minor works ancillary to the main use of the land which they are to be located; works required for the purposes of providing disability access; the erection of smoking shelters etc.;
- (c) determining applications for alterations and extensions to residential property and ancillary and incidental residential development within the curtilage of residential property;
- (d) determining applications for change of use but excluding those relating to student accommodation; and amusement arcades;
- (e) varying **or** removing conditions except when the variation **or** removal relates to, or constitutes, a major development;
- (f) refusing any application, other than an application for major development, where all of the necessary supporting documentation has been reasonably requested but not provided to the Council within 28 days from the date of the request;
- (g) determining applications for discharge of conditions;
- (h) determining applications for a non-material change;
- (i) determining applications for works to, or demolition of, buildings or structures in conservation areas and areas of townscape character, except where it involves full demolition of a main building (excluding buildings which are ancillary or incidental) and the officer recommendation is to grant demolition consent or planning permission;
- (j) determining applications for listed building consent, excluding partial or full demolition
- (k) determining applications for the display of advertisements;
- (l) determining applications for certificates of lawful development (existing and proposed);
- (m) determining Pre-Application Notifications;
- (n) exercising the Council's powers in relation to the preservation of trees;

³ The definition of local development is provided for by section 25 of the Planning Act (Northern Ireland) 2011

- (o) the making of a screening opinion or scoping opinion in relation to Environmental Impact Assessment⁴; Strategic Environmental Assessment/Sustainability Appraisal⁵; Habitats Regulations Assessment⁶; and Rural Needs Impact Assessment⁷
- (p) enforcing all regulations and orders made under the said legislation and issuing and serving of notices;
- (q) executing works in default of compliance with any notice or order and in an emergency where empowered by statute and recovering the costs of so doing;
- (r) temporary listing of buildings including the issuing of building preservation notices and listing in urgent cases;
- (s) instituting legal proceedings, in consultation with the City Solicitor, on behalf of the Council;
- (t) authorising officers pursuant to relevant legislation for the purpose of exercising statutory powers;
- (u) lodging representations including objections, in consultation with the City Solicitor, in relation to planning applications where the Council has been notified as part of the statutory process or where the Council's interests are likely to be affected;
- (v) responding to consultations from neighbouring authorities in relation to their Local Development Plan;
- (w) administering statutory registers;
- (x) registering and removing notices and charges in the Statutory Charges Register, in consultation with the City Solicitor;
- (y) conducting of planning related appeals to the Planning Appeals Commission; Public Examinations and other planning related public inquiries;
- (z) responding to planning related consultations from Government Agencies unless the Strategic Director of Place and Economy considers that the consultation raises a significant planning issue for the Council, relates to a matter which is controversial or likely to be of significant public interest.

3.8.3 In relation to planning related Public Examinations, the Strategic Director of Place and Economy may, in consultation with the City Solicitor / Chief Executive where it is considered necessary, carry out the following functions:

- (a) agree minor, typographical or factual changes or modifications to the Council's Local Development Plan Documents; and
- (b) agree changes to the wording (but not the trigger points) of the operational policies which may change the emphasis but not the overall objectives of the policy.

3.8.4 Negotiating financial contributions from developers in respect of those agreements in which the contribution is equal to or less than £30,000.

⁴ Planning (Environmental Impact Assessment) Regulations (Northern Ireland) 2017

⁵ Planning (Local Development Plan) Regulations (Northern Ireland) 2015 and Environmental Assessment of Plans and Programmes Regulations (Northern Ireland) 2004 (EAPP)

⁶ Conservation (Natural Habitats, etc.) Regulations (Northern Ireland) 1995 (as amended)

⁷ Rural Needs Act (Northern Ireland) 2016

- 3.8.5 The delegated functions set out above do not apply to the following planning applications:
- (a) Those made by elected members of the Council;
 - (b) Those made by Council staff at senior management grade (PO12) or above and all staff in Place and Economy Department and Legal Services;
 - (c) Those made by the Council;
 - (d) Those in which the Council has an estate;
 - (e) Proposals for major development;
 - (f) There is an objection from a statutory consultee and the recommendation of the Planning Officer is to approve
 - (g) Purpose built student accommodation
- 3.8.6 All other applications, permissions or provisions of the legislation which are not specifically listed above shall be deemed to be delegated unless otherwise provided for within this Scheme.
- 3.8.7 Where a function is normally delegated but raises issues which the Strategic or Operational Director believes should be considered by the Committee, that matter will be referred to the Committee.



Subject:	Contracts Update
Date:	24 October 2025
Reporting Officer:	Sharon McNicholl, Deputy Chief Executive / Director of Corporate Services
Contact Officer:	Noleen Bohill, Head of Commercial and Procurement Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.	
Insert number <input type="text"/>	
<ol style="list-style-type: none"> 1. Information relating to any individual 2. Information likely to reveal the identity of an individual 3. Information relating to the financial or business affairs of any particular person (including the council holding that information) 4. Information in connection with any labour relations matter 5. Information in relation to which a claim to legal professional privilege could be maintained 6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction 7. Information on any action in relation to the prevention, investigation or prosecution of crime 	
If Yes, when will the report become unrestricted?	
After Committee Decision After Council Decision Sometime in the future Never	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
	The purpose of this report is to: <ul style="list-style-type: none"> Seek approval from members for tenders, contract modifications to contract term and Single Tender Actions (STA)

	<p>And to ask members to</p> <ul style="list-style-type: none"> • Note retrospective Single Tender Actions (STAs) and non-procurement expenditure • Note the update regarding STA and Contracts <£30k Reporting set out in Section 5. • Note the update regarding September's Transformation and Efficiency workshop set out in Section 6.
2.0	Recommendations
	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • Approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1) • Approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 2) • Approve the modification of the contract as per Standing Order 37a detailed in Appendix 1 (Table 3)
3.0	Competitive Tenders
	<p>Section 2.5 of the Scheme of Delegation states Chief Officers have delegated authority to authorise a contract for the procurement of goods, services or works over the statutory limit of £30,000 following a tender exercise where the council has approved the invitation to tender.</p> <p>Standing Order 60(a) states any contract that exceeds the statutory amount (currently £30,000) shall be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when there is a resolution of the Council.</p> <p>Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p> <p>The Committee is asked to approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1).</p>
4.0	Single Tender Actions (STAs)
	<p>The Council's current Single Tender Action (STA) process, which has been in place since 2020, provides assurance that the Council continues to comply with its obligations under the Procurement Act 2023 'the Act' and internal governance arrangements including required controls and approvals. It mirrors the Act setting out the exceptional and specific circumstances when a STA can be used (see STA/ Direct Award Reasons Table in Appendix 1).</p> <p>To support Officers understanding and to build capability, CPS offer support training and guidance on the STA process.</p> <p>In line with Standing Order 55 the Committee is asked to approve the award of the STAs in</p>

	Appendix 1 (Table 2).								
5.0	Modification to Contract								
	The Committee is asked to approve the following modification of the contract as per Standing Order 37a as set out in Appendix 1 (Table 3).								
6.0	STA and Contracts <£30k Reporting								
	<p>At SP&R in October 23 the Committee agreed that 'the quarterly finance report should, in future, include information on expenditure on Single Tender Actions and on the number and value of contracts under £30,000'.</p> <p>Information on expenditure broken down by individual STA contract records is not readily available from the Council's current financial system.</p> <p>However, CPS centrally record the number and maximum total value of STA contract records. Quarter 2 2025/26 is provided below:</p> <p>STAs awarded FY 25/26 Qtr 2</p> <table border="1"> <tr> <th>Number of STA contracts</th><th>Total value of STA contracts</th></tr> <tr> <td>11</td><td>£181,580</td></tr> </table> <p>Records for contracts (including title; supplier name; value; duration etc) valued below £30,000 are not centrally held by CPS and are maintained on departmental registers. Below is a quarterly return by all departments on contracts awarded valued below £30,000 during FY 25/26 Qtr 2.</p> <p>Contracts <£30k awarded FY 25/26 Qtr 2</p> <table border="1"> <tr> <th>Number of <£30k contracts</th><th>Total value of <£30k contracts</th></tr> <tr> <td>51</td><td>£754,832</td></tr> </table>	Number of STA contracts	Total value of STA contracts	11	£181,580	Number of <£30k contracts	Total value of <£30k contracts	51	£754,832
Number of STA contracts	Total value of STA contracts								
11	£181,580								
Number of <£30k contracts	Total value of <£30k contracts								
51	£754,832								
7.0	Transformation and Efficiency Workshop								
	<p>At the September workshop, Members raised concerns regarding the volume of Contract Modifications arising from contracts not yet being in place.</p> <p>At the October CMT meeting, Chief Officers were reminded of the CPS RAG report, which is issued monthly to Departments to support forward planning for recurring Supplies and Services contracts. The RAG report highlights:</p> <ul style="list-style-type: none"> • Red contracts due to expire within 3 months, • Amber contracts due to expire between 4 and 6 months, and • Green contracts due to expire between 7 and 12 months 								

	<p>In April 2022, CPS introduced additional governance to formalise the Contract Modification process and identified opportunities for further improvement. Since then, modifications to contracts valued over £30,000 have been recorded and monitored, with relevant modifications reported to the SP&R Committee in line with current governance requirements.</p> <p>With the implementation of a new Contract Management system underway, and new legislative requirements introduced under the Procurement Act 2023, CPS will seek to further strengthen governance arrangements around contract modifications. As part of the wider corporate governance review, CPS will consult with Members on these proposed changes, including updates to the Contracts section of the Standing Orders.</p> <p>To support transparency and assist supplier planning, Members should note that Future Tendering Opportunities are published bi-annually on the Councils website. The next update is due November 2025 and will cover future tendering opportunities up to 31st March 2027: Tendering opportunities.</p> <p>Note: CPS consult with Departments to help populate this procurement pipeline and are reliant on Departments sharing their available procurement plans.</p>
8.0	Financial & Resource Implications
	The financial resources for these contracts are within approved corporate or departmental budgets.
9.0	Equality or Good Relations Implications / Rural Needs Assessment
	None
10.0	Appendices – Documents Attached
	<p>Appendix 1</p> <ul style="list-style-type: none"> • Table 1 - Competitive Tenders • Table 2 - Single Tender Actions • Table 3 - Modification to Contract

Table 1: Competitive Tenders

Title of Tender	Proposed Contract Duration	Est. Max Contract Value	SRO	Short description of goods / services	On published pipeline (Y/N)
Hardware and software warranty and support on Aruba servers and controllers for wired and wireless Network	Up to 3 years	£144,699	S McNicholl	This is to ensure maintenance and support is in place for our Aruba wired and WiFi networks and controllers with associated security measures.	N
<div data-bbox="91 730 136 890" data-label="Page-Header">Page 53</div> Analysis, evaluation and financial assurance services of real estate proposals	Up to 7 years	£2,450,000	D Martin	<p>To appoint a suitably qualified professional consultancy providing services to undertake analysis, evaluation and provide financial and technical assurances to the Council in respect of real estate proposals, across a range of residential led mixed use regeneration projects, particularly with respect to Council's recently appointed Private Sector Partner, and any other commercial opportunities where BCC is a stakeholder.</p> <p>Members at meeting of Sept '25 CGR Committee <i>agreed that the key appointment of a specialist financial and commercial property services provider would be noted in a Contract Report to be submitted to the Strategic Policy and Resources Committee</i></p> <p>Specialist nature of advice will be required to provide assurance to Members when making high value decisions to effectively transfer land assets to facilitate residential led development that may also require some sort of support from Council to bring forward delivery through subvention. It is essential that any decisions made by Council are based on sound and well informed advice.</p> <p>This is essentially a 'call-off' appointment and actual spend will be vouched on the time spent charged at hourly rates procured through a Crown Commercial Services Framework.</p>	N

Appendix 1

Title of Tender	Proposed Contract Duration	Est. Max Contract Value	SRO	Short description of goods / services	On published pipeline (Y/N)
Provision of reusable period products scheme	Up to 3 years	£105,000	D Sales	Supply and deliver reusable period products to individuals on request through landing page maintained by supplier	Y
Provision of energy management services for the Council	Up to 5 years	£250,000	S McNicholl	Service required to support Council's aims and objectives regarding energy supply including securing VFM, budget and risk management and carbon reduction	Y
Telephony Service Provision	Up to 1 year	£210,225	S McNicholl	BCC requires telephony service provision for its sites and services to include calling ability, line rental and various broadband connections	N
Supply, delivery and off-loading of rubber crumb for 3g and 4g pitches.	Up to 36 months	£130,000	D Sales	To top up rubber crumb for 3g and 4g pitches as part of scheduled pitch maintenance to ensure operational life span of pitch carpet and ensure H&S considerations for use.	N
Legal and commercial support in submitting a bid for funding from Innovate UK.	Up to 4 months	£41,000	J Tully	To assist in delivering several aspects of the work packages, including the procurement road map, legal review of portfolio PPA, and attendance, preparation and delivery of several workshops and disseminations events.	N
Technical support in submitting a bid for funding from Innovate UK.	Up to 4 months	£40,390	J Tully	To assist in delivering several aspects of the work packages, including the economic appraisal of a thermal store element of the proposed heat network project, production of an economic appraisal report, coordination with other partners and attendance, preparation and delivery of disseminations events.	N
Dynamic Market or Open Framework (TBC) for delivery of various Employability & Skills 'E&S' Requirements	Up to 5 years	£6,000,000	D Martin	The current DPS is reaching its financial ceiling and is due to complete in 2026. A successive DPS must be established to ensure continued delivery of E&S solutions in an agile and flexible way, responding to challenges and opportunities within the labour market	Y
Supply and delivery of play equipment	Up to 5 years	£1,250,000	D Sales	Establish a call off framework to purchase new/replacement play equipment to support the delivery of the annual Playground Improvement Programme.	N
Provision of temporary agency workers (neutral vendor model)	Up to 3 years	£19,000,000	C Sheridan	The provision of temporary agency workers to cover short term vacancies in Departments whilst recruitment exercises are undertaken. Current contract expires 31 March 2026.	N

Appendix 1

Title of Tender	Proposed Contract Duration	Est. Max Contract Value	SRO	Short description of goods / services	On published pipeline (Y/N)
Provision of temporary agency workers using call-off framework (where neutral vendor cannot provide a suitable candidate in a timely manner).	Up to 3 years	£1,500,000	C Sheridan	To support the above neutral vendor model. From time to time the neutral vendor is unable to source suitable temporary agency workers within timeframes set. The CCS framework is used in these instances in line with the framework guidelines. This typically applies to more specialist roles in the Council	N
Programme Curation to support the Fringe Programme of the Fleadh Cheoil na hÉireann.	Up to 1 year	£400,000	D Martin	To appoint a curator(s) to support the delivery of the Fringe Programme of the Fleadh which will complement the Comhaltas core programme of competitions, concerts and the Scoil Éigse, animating the city with inclusive, creative, and celebratory events.	N
Supply of bedding plants, bulbs and maintenance of floral displays	Up to 5 years	£1,000,000	D Sales	<p>To support the display of plants and flowers across the City and Parks. Requirement will be split into 3 lots to maximise levels of competition and support SMEs:</p> <p>Lot 1 – Supply and delivery of high-quality bedding plants (£480k)</p> <p>Lot 2 – Maintenance, removal and emptying of floral displays service (£340k)</p> <p>Lot 3 - Supply and delivery of forcing and bedding bulbs – (£180k)</p>	Y
Medical Services to support the Fleadh Cheoil na hÉireann.	TBC	TBC	K Forster	Further to the STA request below for medical planning services there is an urgent need to commence work on a new tender for medical services to support the Fleadh delivery. An Expression of Interest 'EOI' will be advertised in the coming weeks to determine market interest and capability which will then help to scope the requirement. Further information provided at Nov SP&R.	N
Provision of research & development activity to inform Belfast City Deal advanced wireless investments Fully funding from City Deal.	Up to 6 months	£70,000	S McNicholl	<p>This is a technical and commercial R&D piece to inform Belfast Region City Deal partners on investment opportunities for advanced wireless. It is funded by BRCD.</p> <p>Procurement is via NEPRO3 local govt procurement framework</p>	N
Belfast Stories Specialist Legal and Financial Support	Up to 2 years	£200,000	D Martin	Specialist Legal and Financial advice to inform the operator model options in order to support a decision on the operating model by Council by Q3 2025 in advance of the submission of the Belfast Stories Full Business Case by the end of 2026. Belfast Stories update Paper refers.	N

Table 2: Single Tender Actions

Title	Duration	Est. Max Contract Value	SRO	Description	Supplier	STA Reason
<p>The provision of a robust medical plan to cover all medical eventualities that may occur at Fleadh Cheoil na hÉireann 2026 and 2027</p>	Up to 2 years	£80,000	K Forster	<p>Urgent need to appoint a service provider to provide a robust and comprehensive medical plan to support Fleadh Cheoil na hÉireann 2026 and 2027.</p> <p>The NI Ambulance Service are reviewing the level of support the offer to major events which has created the urgent need for this support.</p> <p>The supplier has unique experience combining both emergency medicine and major events and the only known supplier who can provide the services.</p>	Dr Aisling Diamond	5
<p>Supply of plastic and paper sacks for waste collection/ management</p>	Up to 6 months	£75,000	S Grimes	<p>Urgent need to source stock of plastic and paper sacks to support waste management operations.</p> <p>The replacement tender is taking longer evaluate due to a number of suppliers failing the testing/ sampling process. It is hoped that this process will be completed in the coming weeks and a new supplier appointed; however, current stock is due to run out before end of November.</p> <p>Through engagement with local suppliers, we have been able secure available stock of our plastic sack types needed with Brow packaging who are a local supplier who can supply within 4 weeks of order placement</p>	Brow Packaging Ltd	5

Title	Duration	Est. Max Contract Value	SRO	Description	Supplier	STA Reason
				Orders need to be placed asap to secure required stock and in case of any delays in delivery. Any delays put continued service provision at risk i.e. the Council run out of stock of service critical products.		

Table 3: Modification to Contract

Title of Contract	Original Duration	Modification Required – Time & Value	SRO	Description	Supplier
Provision of dog kennelling facilities and related services (T2161)	Up to 3 years	Additional 1 month and £32,000	S Toland	There has been a general increase in costs associated with the contract and specifically with the unforeseen introduction of new legislation making XL Bully type dogs an illegal breed. Contract to be extended by a period of one month to allow for completion of procurement and tender process, if required. This is a statutory service. Continuity of service is essential.	Nutts Corner Boarding Kennels
Security Guarding services Lot 1 – Manned Guarding Services (T1974)	Up 4 years and 4 months	Additional 1 month and £50,000	N Largey	Due to delays in the planned award of replacement contract (T2537) an additional 1-month extension of contract required for Lot 1 Manned Guarding Services to help facilitate the implementation of the new contract and time for TUPE consultations and transfer of approx. 20 guards.	Cobra Security Services
A Bolder Vision for Belfast Strategy and Implementation Framework T2538	Up to 1 year	Additional 6 months and no increase in value	C Reynolds	Since the Call-off Contract was initiated, there has been extensive pause and prolongation linked to the emerging Eastern Transport Plan (Belfast city centre chapter). A contract modification is therefore required to extend the call-off expiry date to enable the project to be completed.	Jacobs UK Limited
Provision of Building Management and Operations at 2 Royal Avenue T2583	Up to 1 year	Additional 6 months and £130,068	D Martin	To avoid disruption or cessation to the current operation of the venue, an extension to the current 'meanwhile use' contract is requested. This will allow the venue to continue to operate while the current Expression of Interest exercise	MayWe

Appendix 1

				is concluded, followed by the progression of next steps.	
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STA/ Direct Award Reasons

STA Number	Full description
1. Switching to a Direct Award	Switching to a Direct Award: No response or no suitable response following advertised procurement exercise.
2. Single Supplier for Art or Artistic Performance	Single Supplier for Art or Artistic Performance: the creation or acquisition of a unique work of art or artistic performance
3. Single Supplier Absence of Competition for Technical Reasons	Single Supplier Absence of Competition for Technical Reasons: only a particular supplier can supply the goods, services or works required and there are no reasonable alternatives to those goods, services or works
4. Single Supplier Intellectual Property Rights (IPR)	Single Supplier Intellectual Property Rights (IPR): only particular supplier can supply the goods, services or works required due to that particular supplier having IPR or other exclusive rights and there are no reasonable alternatives to those goods, services or works.
5. Urgency	Urgency: Where the goods, services or works to be supplied under the public contract are strictly necessary for reasons of extreme and unavoidable urgency which is not attributable to any act or omission of and could not have been foreseen by the council, and as a result the public contract cannot be awarded on the basis of a competitive tendering procedure using the reduced 10 day period for 'urgent procurements'
6. Prototypes and Development	Prototypes and Development: the production of a prototype, or supply of other novel goods or services (i.e. goods or services designed or developed at the request of BCC), for the purpose of testing the suitability of the goods or services, researching the viability of producing or supplying the goods or services at scale and developing them for that purpose, or other research, experiment, study or development.
7. Additional or Repeat Goods Services or Works	Additional or Repeat Goods Services or Works: Extension or Partial Replacement concerns the supply of goods, services or works by the existing supplier (includes supplier that the council no longer has a contract with) which are intended as an extension to, or partial replacement of, existing goods, services or works in circumstances where a change in supplier would result in the council receiving goods, services or works that are different from, or incompatible with, the existing goods, services or works, and the difference or incompatibility would result in disproportionate technical difficulties in operation or maintenance.

Appendix 1

8. Commodity	Commodity: Supplies quoted and purchased on a commodity market
9. Advantageous time-limited	Advantageous time-limited: Supplies or services on particularly time-limited advantageous terms e.g. supplier winding up its business activities
10. Additional or Repeat Goods Services or Works	Additional or Repeat Goods Services or Works: Similar to Existing Goods Services or Works, concerns the supply of goods, services or works by the existing supplier (includes supplier that the councils no longer has a contract with) that are similar to existing goods, services or works where the existing goods, services or works were supplied under a public contract that was awarded following a competitive procedure within the period of five years ending with the day on which the transparency notice is published, and the tender notice or any tender document in respect of the earlier contract set out the Council's intention to carry out a subsequent procurement of similar goods, services or works in reliance on this direct award justification, and any other information specified in Section 95.
11. Other	Other: Reason not in line with Procurement Act 2023
12. To Protect Life	To Protect Life: where a Minister of the Crown has by Regulations provided that specified contracts may be awarded to protect human animal or plant life or health or protect public order or safety
13. Schedule 2– Exempted Contract	Schedule 2– Exempted Contract: Requirement not considered procurement spend but use of STA process to document and approve spend. https://www.legislation.gov.uk/ukpga/2023/54/schedule/2