



**LAND AND PROPERTY AND STRATEGIC ASSETS
SUB-COMMITTEE MEETING
WEDNESDAY 3 JUNE 2026**

No	Item	Summary of Key Recommendations	Estimated Timescale for completion
1.	Apologies	<i>Councillor Nicholl and Wilson</i>	<i>N/A</i>
2.	Declarations of Interest	<i>None</i>	<i>N/A</i>
3.	Nomination of Chair and Vice Chair		
3.1	Nomination of Chair	<i>To recommend to Corporate Policy and Resources Committee that Alderman Knight-McQuillan is renominated to the position of Chair of the Land and Property and Strategic Assets Sub Committee</i>	
3.2	Nomination of Vice Chair	<i>To recommend to Corporate Policy and Resources Committee that Councillor McShane is nominated to the position of Vice Chair of the Land and Property and Strategic Assets Sub Committee</i>	
4.	Minutes of Meeting held Wednesday 6 May 2026	<i>Confirmed as a correct record</i>	<i>N/A</i>
	<i>IN COMMITTEE</i>		

	(Items 5– 9 inclusive)		
5.	Garvagh Memorial Plaque and Plinth	<p><i>To recommend that Corporate Policy and Resources Committee approve:</i></p> <p><i>Approve, subject to receipt of the signed agreement, the terms of the licence agreement between Causeway Coast and Glens Borough Council and Garvagh Museum Ltd for the installation, maintenance and insurance of a memorial plaque on the Garvagh Museum wall adjacent to the war memorial;</i></p> <p><i>Approve the terms of the licence agreement between Causeway Coast and Glens Borough Council and the Department for Infrastructure for the installation, maintenance and insurance of a memorial plinth on the public footpath at Main Street, Garvagh.</i></p>	
6.	CC&GBC Estate Strategy 2025 – 2030		
6.1	Strategic Asset Management – Annual Report	<p><i>To recommend that Corporate Policy and Resources Committee accept the information in the report</i></p>	

7.	Land and Property Section – Annual Report	<i>To recommend that Corporate Policy and Resources Committee accepts the annual report on the activity of the Land and Property department for the financial year 2025 – 2026</i>	
8.	Requests to use Council Land		
8.1	RTU Ref/82/25 –ORW Productions, Portrush	<i>Noted</i>	
8.2	Ballymoney, Burnquarter Road – NIE Wayleave	<i>It is recommended that Council approves the request for permission (Ref/07/24) to facilitate a NIE electricity connection and the associated Wayleave Agreement No. 853586 at Burnquarter Road, Crosstagherty Landfill site, Ballymoney subject to the following conditions, and that Members consider the guidance received from LPS regarding NIE wayleave valuations</i>	
9.	CC&GBC Leases and Licenses		
9.1	CC&GBC Leases and Licenses – Quarterly Update	<i>Noted</i>	
9.2	Glenariff – New Commercial Lease	<i>To recommend that Corporate Policy and Resources Committee agrees to enter into a new commercial lease</i>	

		<p><i>for the Council property known as Glenariff Beach Café, located at 217 Garron Road, Waterfoot and the results of the advertisement opportunity and proposed Heads of Terms are brought to the Corporate Policy and Resources Committee in June 2026 for consideration.</i></p>	
9.3	Portballintrae, Request to Extend Leases	<p><i>To recommend that Corporate Policy and Resources Committee approve the request to extend the lease at Bayhead Road, Portballintrae at the equitable value for the extension of [REDACTED] and approve the request to extend the lease at Seaport Avenue, Portballintrae at the market value for the lease extension of [REDACTED] as recommended by LPS</i></p>	

**MINUTES OF THE LAND AND PROPERTY AND STRATEGIC ASSETS
SUB-COMMITTEE MEETING HELD VIA VIDEO CONFERENCE
ON WEDNESDAY 3 JUNE 2026 AT 7.00PM**

Chair: Alderman Knight-McQuillan

Present: Alderman Fielding
Councillors C Archibald, McCully, McShane, Wisener

Officers Present: M Quinn, Director of Corporate Services
G Mclroy, Strategic Assets Manager
J Mills, Acting Senior Solicitor
J Welsh, Head of Community and Culture
J Drillingcourt, Land and Property Officer
S Carty, Strategic Assets Officer
G Aston, Assistant Land and Property Officer
I Owens, Democratic Services Officer

In Attendance: Press (1 no)

1. APOLOGIES

Apologies were recorded for Councillor Nicholl and Wilson.

2. DECLARATIONS OF INTEREST

There were no declarations of interest recorded.

3. NOMINATION OF CHAIR AND VICE-CHAIR

3.1 Nomination of Chair

The Director of Corporate Services invited proposals for the Chair of the Land and Property and Strategic Assets Sub Committee.

Proposed by Councillor McShane
Seconded by Councillor Wisener

AGREED – To recommend to Corporate Policy and Resources Committee that Alderman Knight-McQuillan is renominated to the position of Chair of the Land and Property and Strategic Assets Sub Committee.

- 3.2** The Director of Corporate Services invited proposals for the Vice Chair of the Land and Property and Strategic Assets Sub Committee.

Proposed by Councillor Wisener
Seconded by Councillor McCully

AGREED – To recommend to Corporate Policy and Resources Committee that Councillor McShane is nominated to the position of Vice Chair of the Land and Property and Strategic Assets Sub Committee.

4. MINUTES OF MEETING HELD WEDNESDAY 6 MAY 2026

Summary, previously circulated.

AGREED – that the Minutes of the Land and Property Sub Committee meeting held Wednesday 6 May 2026 were confirmed as a correct record.

MOTION TO PROCEED ‘IN COMMITTEE’

Proposed by Councillor McCully
Seconded by Councillor Wisener and

AGREED – that the Land and Property and Strategic Assets Sub Committee move ‘*In Committee*’.

- * **Press left the meeting at 7.05pm.**

The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

The Chair advised of a change to the order of business to consider Addendum.

5. GARVAGH MEMORIAL PLAQUE AND PLINTH

Confidential report, by virtue of paragraph(s) 3 and 4 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Head of Community and Culture.

Purpose of Report

To request approval of licence agreement between Causeway Coast and Glens Borough Council and Department for Infrastructure for the installation of a Memorial Plinth at public footpath, Main Street Garvagh.

To request approval for licence agreement between Causeway Coast and Glens Borough Council and Garvagh Museum Ltd for the installation of a Memorial Plaque at Garvagh Museum Wall, adjacent to the War memorials.

Further details of the background and proposals were previously circulated.

Recommendation(s)

It is recommended that the Land and Property Strategic Assets Sub-Committee approve, subject to receipt of the signed agreement, the terms of the licence agreement between Causeway Coast and Glens Borough Council and Garvagh Museum Ltd for the installation, maintenance and insurance of a memorial plaque on the Garvagh Museum wall adjacent to the war memorial.

It is recommended that the Land and Property Strategic Assets Sub-Committee approve the terms of the licence agreement between Causeway Coast and Glens Borough Council and the Department for Infrastructure for the installation, maintenance and insurance of a memorial plinth on the public footpath at Main Street, Garvagh.

Proposed by Alderman Fielding
Seconded by Councillor McCully and

AGREED – To recommend that Corporate Policy and Resources Committee:

- Approve, subject to receipt of the signed agreement, the terms of the licence agreement between Causeway Coast and Glens Borough Council and Garvagh Museum Ltd for the installation, maintenance and insurance of a memorial plaque on the Garvagh Museum wall adjacent to the war memorial;
- Approve the terms of the licence agreement between Causeway Coast and Glens Borough Council and the Department for Infrastructure for the installation, maintenance and insurance of a memorial plinth on the public footpath at Main Street, Garvagh.

6. CC&GBC ESTATE STRATEGY 2025-2030

6.1 Strategic Asset Management – Annual Report

Confidential report, by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Strategic Assets Officer.

Purpose of Report

The purpose of this report is to present the annual report on the activity of the Strategic Asset Section for the financial year commencing on 1st April 2025 to 31st March 2026.

Further information was previously circulated in respect of the background. One of the key responsibilities contained within the Terms of References for the Land and Property Sub-Committee (L&P SC) is to “receive an annual report on the activity of the Land and Property Section”. The first annual report was taken to the L&P SC in June 2024.

Following the inclusion of the Strategic Assets Section as part of the now named Land & Property and Strategic Assets Subcommittee the Strategic Asset Section have created an annual activity report for completeness.

The current structure of the Strategic Asset Section is the Strategic Asset Manager and the Strategic Asset Officer. One of the Business Support Assistants from the Land & Property Section is providing admin support 1 – 2 days per week depending on workload. The Strategic Assets Section is a small section working with limited resources.

In 2025 there was an internal audit of Council's Asset Register and general controls within the Strategic Asset Team and it was identified that there was significant understaffing within the section and to continue to deliver a review of the current structure is required.

The report will be presented annually each June to the Land & Property and strategic Asset Sub-Committee. The report provides a breakdown of the Strategic Assets activity for the financial year 2025 – 2026 and the reporting lines within the Corporate Services Directorate.

The Strategic Asset Section was formed in October 2025 on appointment of the Strategic Asset Manager. The figures detailed in this report are based on the Strategic Asset Officers records from commencing her role in August 2024.

Further details as undernoted were previously circulated.

- General Enquiries
- FoI (Freedom of Information) Requests
- Development of Processes and Procedures Asset Realisation
- Asset Forum
- Asset Register
- LPS Rates Exercise
- Audits & Reviews

- Additional Projects
- Purchase Orders
- Additional Upcoming/Pending Projects

Recommendation(s)

It is recommended that the Land & Property and Strategic Assets Subcommittee review and accept the information in the report.

The Chair thanked the Officer for the exemplary report.

AGREED – To recommend that Corporate Policy and Resources Committee accept the information in the report.

***Councillor Archibald joined the meeting at 7.20 pm**

7. LAND AND PROPERTY SECTION- ANNUAL REPORT

Confidential report, by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 previously circulated, was presented by the Land and Property Officer.

Purpose of Report

The purpose of this report is to inform Members of the Land and Property and Strategic Assets Sub-Committee (L&PSA-SC) of the annual activity carried out by the Land and Property Section for the financial year commencing on 1st April 2025 to 31st March 2026.

Further details as undernoted were previously circulated:

- Land and Property and Strategic Asset Sub-Committee
- Council's Leases and Licences
- Requests to Use Council Land
- Valuations
- Requests to Purchase/Lease Council Land
- General Enquiries
- Land and Property Inbox
- Land and Property Administration
- Freedom of Information Requests (Fols)
- DfC applications for Ministerial Approval
- Purchase Orders Raised
- First Registration of Council Land
- Audits and Reviews
- Departmental Structure

Recommendation

It is recommended that Council accepts the annual report on the activity of the Land and Property department for the financial year 2025 – 2026.

The Chair thanked the Officer for the thorough report which she said demonstrated the work undertaken since the inception of the Sub Committee.

AGREED – To recommend that Corporate Policy and Resources Committee accepts the annual report on the activity of the Land and Property department for the financial year 2025 – 2026.

8. REQUESTS TO USE COUNCIL

8.1 RTU Ref/82/25 – ORW Productions, Portrush

Confidential report, by virtue of paragraph(s) 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Land and Property Officer.

Purpose of Report

The purpose of this report is to inform the Land and Property and Strategic Assets Sub-Committee of the Request to use Council land application (RTU Ref/82/25) received by the Land and Property Section (L&P) for a proposed two/three-day outdoor live music concert at East Strand Car Park, Portrush in June 2027 by ORW Promotions.

Further details of the background and proposals were previously circulated.

Recommendation

It is recommended that the Land and Property and Strategic Asset Sub-Committee notes the information presented in this report regarding the Request to Use Council Land application (RTU Ref/82/25) for the proposed two/three-day outdoor Live Music concert at East Strand Car Park, Portrush in June 2027 requested by ORW Promotions.

The Land and Property Officer confirmed that the request was subject to Officer consultation and report at this stage was for information with further information to follow.

AGREED – To recommend that Committee note the report.

8.2 Ballymoney, Burnquarter Road – NIE Wayleave

Confidential report, by virtue of paragraph(s) 3 & 4 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Land and Property Officer.

Purpose of Report

The purpose of this report is to seek Council's approval for a Northern Ireland Electricity Networks Ltd. (NIE) Wayleave No. 853586 at Burnquarter Road, Crosstagherty Landfill Site, Ballymoney, and to advise Members of guidance received from Land and Property Services (LPS) Department of Finance (DF), regarding NIE wayleaves.

Further details of the background and proposals and LPS correspondence received were previously circulated.

Recommendation

It is recommended that Council approves the request for permission (Ref/07/24) to facilitate a NIE electricity connection and the associated Wayleave Agreement No. 853586 at Burnquarter Road, Crosstagherty Landfill site, Ballymoney subject to the following conditions, and that Members consider the guidance received from LPS regarding NIE wayleave valuations.

- The site will be subject to a site inspection by Council's Estates staff pre and post works to ensure satisfactory reinstatement of grounds.
- The developer and NIE Networks Ltd will agree a start date and a timetable of work with Council's Estates and Operations teams prior to works commencing.

The Chair welcomed amendments to approval of NIE Wayleave requests which would help streamline decision making process.

Proposed by Councillor McCully
Seconded by Councillor Archibald and

AGREED - It is recommended that Council approves the request for permission (Ref/07/24) to facilitate a NIE electricity connection and the associated Wayleave Agreement No. 853586 at Burnquarter Road, Crosstagherty Landfill site, Ballymoney subject to the following conditions, and that Members consider the guidance received from LPS regarding NIE wayleave valuations.

9. CC&GBC LEASES AND LICENSES

9.1 CC&GBC Leases and Licenses – Quarterly Update

Confidential report, by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Land and Property Officer.

Purpose of Report

The purpose of this report is to provide a quarterly update to the Land and Property and Strategic Asset Sub-Committee (L&PSA-SC) regarding the progress of the renewal of Council's commercial and nominal leases and licences.

Further details as undernoted were previously circulated.

- Background
- Proposals
- Renewal of Commercial Leases Schedule 2026
- CC&GBC Schedule of Lease Renewals – 2026
- CC&GBC Schedule of Rent Reviews – 2026
- Amendment to Commercial Leases
- Current Issues
- DfC Ministerial Approval – Section 96 Applications

Recommendation

It is recommended that the Land and Property and Strategic Asset Sub-Committee notes the quarterly update presented on the renewal and review of Council's leases and licences and notes the information contained within this report.

AGREED – To recommend that Corporate Policy and Resources Committee notes the quarterly update presented on the renewal and review of Council's leases and licences and notes the information contained within this report.

9.2 Glenariff – New Commercial Lease

Confidential report, by virtue of paragraph(s) 2 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Land and Property Officer.

Purpose of Report

The purpose of this report is for Members of the Land and Property and Strategic Asset Sub-Committee (L&PSA - SC) to consider a new lease for Council property known as Glenariff Beach Café, located at 217 Garron Road, Waterfoot.

Further details of the background and proposals were previously circulated.

Recommendation

It is recommended that the Land & Property & Strategic Asset Sub – Committee agrees to enter into a new commercial lease for the Council property known as Glenariff Beach Café, located at 217 Garron Road, Waterfoot and the results of the advertisement opportunity and proposed Heads of Terms are brought to the Corporate Policy and Resources Committee in June 2026 for consideration.

At the request of Councillor McShane the Senior Council Solicitor (Interim) advised of terms and conditions which can be imposed on leases in terms of prescribed opening hours in tourist areas.

Proposed by Councillor Shane
Seconded by Councillor Archibald and

AGREED – To recommend that Corporate Policy and Resources Committee agrees to enter into a new commercial lease for the Council property known as Glenariff Beach Café, located at 217 Garron Road, Waterfoot and the results of the advertisement opportunity and proposed Heads of Terms are brought to the Corporate Policy and Resources Committee in June 2026 for consideration.

9.3 Portballintrae, Request to Extend Leases

Confidential report, by virtue of paragraph(s) 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Land and Property Officer.

Purpose of Report

The purpose of this report is to update the Land and Property and Strategic Asset Sub-Committee of the request to extend the term of existing leases for land at Bay Head Road and Seaport Avenue Portballintrae, and to advise Members of the Land and Property Services (LPS) Department of Finance (DoF) valuation received.

Further details of the background and proposals were previously circulated.

Options

- Approve the request to extend the lease at Bayhead Road, Portballintrae at the equitable value for the extension of [REDACTED] and approve the request to extend the lease at Seaport Avenue, Portballintrae at the market value for the lease extension of [REDACTED] as recommended by LPS.
- Refuse the request to extend the leases at Bayhead Road and Seaport Avenue, Portballintrae.

Recommendation

It is recommended that Council approve the request to extend the lease at Bayhead Road, Portballintrae at the equitable value for the extension of [REDACTED] and approve the request to extend the lease at Seaport Avenue, Portballintrae at the market value for the lease extension of [REDACTED] as recommended by LPS.

At the request of Councillor McCully the Senior Council Solicitor (Interim) provided further information on elements of the lease, Rights of Way and options available to Elected Members.

Proposed by Alderman Fielding
Seconded by Councillor Wisener and

AGREED – To recommend that Corporate Policy and Resources Committee approve the request to extend the lease at Bayhead Road, Portballintrae at the equitable value for the extension of [REDACTED] and approve the request to extend the lease at Seaport Avenue, Portballintrae at the market value for the lease extension of [REDACTED] as recommended by LPS.

MOTION TO PROCEED 'IN PUBLIC'

Proposed by Councillor McCully
Seconded by Councillor Archibald and

AGREED – to recommend that Land and Property Sub Committee move '*In Public*'

There being no further business, the Chair thanked everyone for their attendance and the meeting closed at 8:05 pm.

Chair