



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE HELD IN MOSSLEY MILL ON 14 OCTOBER 2024 AT 6.30 PM

- In the Chair** : Councillor M Brady
- Committee Members (In Person)** : Aldermen – L Boyle, J McGrath and S Ross
Councillors – P Dunlop, J Gilmour, R Lynch, S Ward and S Wilson
- Committee Members (Remote)** : Councillors - T McGrann, A O'Lone and L Smyth
- Non Committee Members** : Councillors – S Cosgrove and B Webb
- In Attendance In Person** : Hugh Nelson – Head of Community Wellbeing, Northern Health & Social Care Trust
Claire Humphry – Barnardo's Children's Services Manager and THRIVE Co-ordinator
Ashleigh Mitford – Department of Education
- Officers Present** : Director of Community Development – U Fay
Head of Community Development – R McKenna
Head of Arts, Culture, Tourism & Events – S Goldrick
IT Systems Support Officer – C Bell
Member Services Officer – C McGrandle

CHAIRPERSON'S REMARKS

The Chairperson welcomed Members to the October meeting of the Community Development Committee and reminded all present of the audio recording procedures.

1. APOLOGIES

Councillors – M Cooper, V McWilliam and M Ní Chonghaile

2. DECLARATIONS OF INTEREST

Item 3.1 – Councillor J Gilmour

Alderman Boyle left and returned to the Chamber during the presentation.

3 PRESENTATION

3.1 CP/CP/113 BARNARDO'S – THE THRIVE PROJECT

1. Purpose

The purpose of this presentation was to provide Members with an update on the impact and activity of the collaboration and to outline proposals for development.

2. Background

A presentation was delivered by Ms Humphrey, Barnardo's and Members' questions were addressed by Mr Nelson from the Northern Health & Social Care Trust and Ashleigh Mitford from the Department of Education.

The Chairperson thanked everyone for their presentation and they left the meeting.

Proposed by Councillor Lynch
Seconded by Councillor Wilson and agreed that

the presentation be noted.

NO ACTION.

Councillor Gilmour left and returned to the Chamber at Item 4.1.

4 ITEMS FOR DECISION

4.1 CP/CD/480 CHRISTMAS FESTIVITY PROGRAMME 2024

1. Purpose

The purpose of this report was to seek Members' approval for the delivery of the 2024 Christmas Festivity Programme and Spirit of Christmas Awards.

2. Background

Since November 2018, Council had been delivering Christmas Lights Switch On Events in each District Electoral Area across the Borough.

The programme at each event encompassed a range of family entertainment which included: Christmas Fun Rides, The Santa Express, Street Entertainment, Festive Food Stalls, Arts and Crafts and a short programme of Christmas Readings, Carols and Music following which the Mayor accompanied by the Schools Competition Winner and Santa switch on the Christmas Tree Lights.

Local School Choirs, Traditional Music Groups, Dance Academies and other local artistes would participate in the one and a half hour programme, the theme of which would change on an annual basis.

3. Previous Decision of Council

The "Give Our Borough a Gift This Christmas" themed Switch On Programme was approved by the Committee in September 2023.

The programme was delivered live in each DEA and streamed online. In total, the programme attracted in excess of 15,000 attendees and 103,632 online views.

4. 2024 Programme Delivery

Officers had started planning for the 2024 event and, having taken into consideration feedback from 2023, the following was proposed:

- All events would be delivered over the following period: from Thursday 21 until Saturday 30 November.
- Times would facilitate traffic management arrangements and ensure young families could enjoy the full experience of the events.
- The switching on of the Christmas Lights would once again take place at the mid-point of the 90-minute programme, as opposed to the end in order to facilitate those attending with very young children.
- A programme of family fun entertainment which would include: A Children's Pantomime, Live Festive Music, Carols, Switching on of the Christmas Tree Lights, Fun Fair Rides, Festive Food Stalls, Arts and Crafts Activities, the Santa Express and Street Entertainment would be delivered in each DEA.
- A hybrid online viewing offer would continue at a selection of sites in order to facilitate online viewers.
- It was proposed to relocate the venue for the Antrim Switch On Event from Market Square to the Railway Street Car Park. This new location would provide more space for the increased numbers attending and to

allow for the introduction of larger fun fair rides and enable provision of a wider variety of food and confectionary retailers. The site also overlooked Alexander Irvine Park where the Christmas tree is located.

- Traditionally, the Threemilewater Switch On Event alternated between Mossley Mill and the site at the junction of Jordanstown Road and Devenish Drive in Monkstown. Attendance over the past two years had indicated that the Jordanstown Road/Devenish Drive site was a much more popular venue, with attendance last year in the region of 700 people as opposed to 300 people at Mossley Mill in 2022. In light of this, it was proposed that the 2024 Threemilewater Christmas Lights Switch On Event take place at the Jordanstown Road/Devenish Drive Site in Monkstown.

The programme for 2024 would follow a Health and Fitness theme of "Step into the Season" inspired by the 2024 Olympics and Paralympics at Our Festive Big Nights Out.

The dates, times and venues for each of the 7 DEA events were proposed as follows:

Airport DEA - Crumlin Leisure Centre

Thursday 21 November 2024, 6.00pm - 7.30pm

Dunsilly DEA - Randalstown - John Street Car Park

Friday 22 November 2024, 6.00pm - 7.30pm

Glengormley DEA - Lilian Bland Park

Saturday 23 November 2024, 4.30pm - 6.00pm

Macedon DEA - Hazelbank Park

Tuesday 26 November 2024, 7.00pm - 8.30pm

Threemilewater DEA – Jordanstown Road/Devenish Drive Monkstown

Wednesday 27 November 2024, 6.00pm - 7.30pm

Antrim DEA – Railway Street Car Park

Thursday 28 November 2024, 6.00pm - 7.30pm

Ballyclare DEA - The Square Car Park

Saturday 30 November 2024, 4.30pm - 6.00pm

It was planned to launch a Kids "Design a Gym Outfit for Santa" Competition. Entries would be judged by the Mayor and the winner in each DEA would receive a prize and assist the Mayor to switch on the Christmas tree lights. An overall winner would be selected from the seven DEA Winners and the winning Gym Outfit would be professionally made for Santa to wear at each of the Seven Switch On Events.

All events would be advertised and promoted through an electronic and direct marketing campaign to encourage residents to attend the live events or to log on to the live streams.

5. The Spirit of Christmas Awards

In addition, the “Spirit of Christmas Awards” which were launched in October 2021 and continued to prove popular with in excess of 65 nominations received in 2023.

In 2024, it was proposed that a similar competition be delivered with awards being presented under the following 7 categories:

- **Light Up Award** - The wider community working together to create the most outstanding Christmas display or the best lit street, village or town in the Borough.
- **Rockin’ Around the Christmas Tree Award** - Best programme of festive entertainment within a business or community setting.
- **The Reason for the Season Award** - The most festive school, church or community facility.
- **The Making an Entrance Award** - The best dressed entrance feature or shop front.
- **Traditional Christmas Award** - Recognising acts of goodwill during the festive season.
- **Get Fit and Festive Award** – The best festive initiative, display or event that promotes health and fitness during the festive season.
- **Mayors Award** - Most outstanding Christmas Display or Event in the Borough - Chosen by the Mayor.

Nominations for this year’s competition would open on Tuesday 12 November and close on Monday 9 December at 4pm. Awards would be presented at a Christmas themed Celebration Event to be held in the Oriel Gallery, Antrim Castle Gardens on Wednesday 18 December 2024.

6. Financial Implication

Provision of £97,500 for the 2024 Christmas Festivity Programme and The Spirit of Christmas Awards had been provided for in the 2024/25 Community Development budgets.

7. Summary

The proposals for the 2024 Christmas Festivity Programme and The Spirit of Christmas Awards aimed to engage and empower local residents, increase footfall and revenue in town centres, help create a greater sense of community ownership, civic pride and celebration across the Borough.

Seven Christmas Switch On events, one in each DEA, in the Borough would take place from the 21 – 30 November.

Nominations for the "Spirit of Christmas Awards" competition would open on 12 November and close on 9 December.

In response to a Member's query, the Head of Community Development agreed that all DEA Members be notified in advance of any road closures planned for the Christmas Lights Switch On.

Proposed by Alderman Ross
Seconded by Councillor Dunlop and agreed that

the 2024 Christmas Festivity Programme and proposals for The Spirit of Christmas Awards be approved subject to the Threemilewater event location being approved by DEA Members.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

4.2 CP/CD/426 CHRISTMAS TOY SCHEME

1. Purpose

The purpose of this report was to seek Members' approval for the delivery of the Christmas Toy Scheme in 2024.

2. Introduction and Background

The Christmas Toy Scheme was first introduced in 2021 and had operated annually since that time. The scheme supported the upcycling of toys to both support those impacted by cost of living pressures and to promote the 're-use' message of Council's Climate Change Action Plan.

The scheme had operated in partnership as follows:

- with community and voluntary organisations
- with Habitat for Humanity (NI) through delivery of a number of 'pop up' shops and
- with the donation of pre-loved toys at Council's Household Recycling Centres.

3. Previous Decision of Council

The Christmas Toy Scheme was first approved by Council in September 2021 with the delivery of the Christmas Toy Scheme in 2023 approved by the Community Planning Committee in September 2023.

4. Proposals for the Christmas Toy Scheme 2024

It was proposed to operate the Christmas Toy Schemes in 2024 as follows:

- All community groups who supported the scheme in 2023 would be invited to participate in the scheme once again.

- Habitat for Humanity (NI) would deliver two 'Pop Up Toy shops' as follows:
 - Tuesday 3 December 10am-1pm, Muckamore Community Centre
 - Thursday 5 December 10am-1pm, Ballyclare Town Hall
- Pre-loved toys could be donated to Council's five household recycling centres.
- A social media campaign would operate in order to encourage donations and promote the Christmas Toy Scheme 2024 as widely as possible.

5. Financial Implication

There were no financial implications arising from the delivery of this project.

6. Summary

The Christmas Toy Scheme had operated annually since 2021 and supported those impacted by cost-of-living pressures whilst also promoting the 're-use' message.

It was proposed to deliver the event on a similar basis as in 2023.

In response to a Member's query, the Director of Community Development agreed to consider the inclusion of a group based in the Threemilewater DEA if possible.

The Head of Community Development confirmed that the fourteen groups who took part in the Scheme last year would be contacted to provide feedback in order to be more targeted when promoting the Scheme in 2024.

Proposed by Alderman McGrath
 Seconded by Councillor Smyth and agreed that

the delivery of the Christmas Toy Scheme in 2024, as outlined, be approved.

ACTION BY: Will McDowell, DEA Engagement Coordinator

4.3 CP/CD/476 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME SMALL GRANTS FUNDING RECOMMENDATIONS 2024/25

1. Purpose

The purpose of this report was to seek Members' approval in relation to the Community Development Small Grants Funding Programme awards being recommended.

2. Background

The Small Grants Programme provided financial assistance to groups with the Borough of up to £1,000 towards seeding costs, public and employer's liability insurance, small items of equipment or an activity.

3. Previous Decision of Council

The Small Grants Programme, was approved by Council in October 2014 as part of Council's new Community Development Grant Aid Programme.

Groups who applied for a small grant were not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2024/25 financial year.

In December 2019 Members agreed that from 1 April 2020, all Small Grants would be assessed on the basis of Pass/Fail against eligibility criteria and not subjected to a scored assessment process. All proposed awards were subject to a signed disclosure from the group confirming that all appropriate supporting documentation was in place and could be provided upon request or the offer of funding would be withdrawn.

4. Financial Implication

The total budget for the 2024/25 Community Development Grant Aid Programme, including the Small Grants Programme was £1,073,448 in the 2024/25 Community Development budgets.

During the month of September, four applications were received and assessed by Officers, with four applications totalling £3,985.00 recommended for approval, details of which were circulated for Members' information.

5. Summary

It was proposed to award four Small Grant funding awards to the successful applicants as outlined.

Community Development Small Grants would remain open as a rolling programme with applications to be reported to the Community Development Committee on a monthly basis.

Proposed by Councillor Lynch
Seconded by Councillor Gilmour and agreed that

the four Small Grant applications requesting a total of £3,985.00 be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

4.4 CP/CD/478 CHRISTMAS CELEBRATION EVENTS FUND 2024

1. Purpose

The purpose of this report was to seek Members' approval in relation to the Christmas Celebration Events Fund 2024.

2. Background

As part of its Community Development Grant Aid Programme, Council operated a Christmas Celebration Events Fund to assist groups which wished to develop and deliver Christmas Celebration events in the absence of a Council installed tree and associated switch on ceremony.

Under this fund, Council provided financial assistance of up to £500 per group with no match funding required and for groups wishing to organise a larger scale event, a maximum ceiling of £1,000 would be available if the group could secure match funding for the additional £500 (or smaller amount) on a pound for pound basis.

An initial call for applications to this fund opened on Monday 15 July and closed on Wednesday 14 August 2024. Seven successful applications were approved at the September Community Development Committee.

During the month of September, five groups who would have normally applied to this fund, informed Officers that, for various reasons, had missed the August deadline and requested that a further opportunity to apply be granted.

3. Previous Decision of Council

It was agreed at the Community Planning and Regeneration Committee in February 2018 to establish an annual Christmas Celebration Events Fund to assist groups who wished to deliver local Christmas switch on events.

At the September 2024 Community Development Committee, seven applications, submitted by the 14 August deadline, were approved at a total cost of £5,000.

4. Financial Implication

The total budget for the 2024/25 Community Development Grant Aid Programme, which included the Christmas Celebration Events Fund, was £1,073,448.

The five additional requests were received and assessed by a panel of Officers on Tuesday 24 September, a list of which was circulated for Members' information.

The total amount requested from the five applications was £4,495, all of which were recommended for funding, subject to the receipt of all relevant supporting documentation.

In addition, correspondence had been received from Bawnmore and District Residents Association informing Officers that match funding totalling £500 had been secured by the group, thus entitling them to an additional £500 over and above the £500 already approved in September 2024.

5. Summary

A total of five additional requests for financial assistance under the Christmas Celebration Events Fund totalling £4,495 were received by Officers in September 2024.

A further request for additional match funding was received from Bawnmore and District Residents Association totalling £500.

Following assessment, it was proposed that the six additional requests for financial assistance under the Christmas Celebration Events Fund be approved at a total cost of £4,995 provision for which exists within the Community Development Grant Aid Budget for 2024/25.

Proposed by Councillor Lynch

Seconded by Councillor Gilmour and agreed that

the Christmas Celebration Events Fund awards, as outlined at a cost of £4,995, be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

4.5 **CP/CD/481 THE KINGS AWARD FOR VOLUNTARY SERVICE 2025**

1. Purpose

The purpose of this report was to seek Members' approval in relation to the nomination of two Voluntary groups for the Kings Award for Voluntary Service in 2025.

2. Background

The King's Award for Voluntary Service would be the highest accolade given to volunteer groups within the UK to recognise the outstanding work being done in their communities. The award was created in 2002 as the Queen's Award for Voluntary Service to celebrate the 50th anniversary of Her Majesty the Queen's Accession to the Throne. The Award changed to the King's Award in 2023, following the Coronation of King Charles III.

Any organisation in existence for a minimum of three years, undertaking voluntary work within their local community, whether social, economic or environmental, could be nominated for this award. To be successful, groups must be volunteer-led, well managed in terms of governance, financial management and safeguarding, be making a considerable difference to the lives of their beneficiaries and have an outstanding reputation locally.

Over the past three years, the following groups had been successful in receiving the award:

- Mayfield Village Community Association (2023)
- Muckamore Parish Development Association (2023)
- River Bann and Lough Neagh Association (2022)
- Whiteabbey Community Group (2022)
- Monkstown Community Association (2022)
- A Safe Space To Be Me (2021)
- Rathfern Community Regeneration Group (2021)
- Friends of Antrim Castle Gardens (2021)

3. Previous Decision of Council

Approval for the nomination of four groups for the 2024 King's Award for Voluntary Service was given by Council in August 2023. The four groups nominated were: All About Us – ASD Teens, Queenspark Women's Group, Randalstown Ulster Scots Cultural Society and Monkstown Village Initiatives. The outcome of these nominations would be announced on Thursday 14 November 2024, the day of the King's Birthday.

4. 2025 Nominations

The deadline for nominations for the King's Award for Voluntary Service 2025 would be Sunday 1 December 2024 and Officers were proposing that the following two community/voluntary groups be nominated:

Mallusk Community Action Group

Established in 2008 in response to residents' concerns in relation to a number of issues within the village including environmental damage related to the landfill site, road safety concerns, anti-social behaviour and the absence of community facilities.

The groups' aim was to create a safe and pleasant environment for the residents of Mallusk and surrounding districts to bring up their families. In order to meet these aims, the group offered a wide and innovative range of activities for all age groups, which included a Baby Sensory Playgroup, Little Kickers Football Sessions, tutoring for those of Primary School Age, Indoor Bowling, Walking Football and Quiz nights.

Over recent years, the group had been successful in developing several notable projects, including the establishment of a community hub, refurbishment of their community facilities, environmental improvements within the village, seasonal social events, the publication of a quarterly newsletter and a number of heritage books, the development of a village heritage trail and a Green Flag Award for Mallusk Cemetery.

Sensory Kids

Established in January 2014 and operating from Unit 58 The Junction, Antrim, the group provided children and young people with a safe and secure environment in order to reduce their anxiety and promote their development, as well as helping parents to understand and support their children's needs. In addition, the group offered opportunities in volunteering, training, skills development and potential routes to employment in part time administration, professional therapies and technical support.

5. Financial Implication

There would be no cost to Council to nominate the two groups, however if the groups were successful in securing the award, it was proposed that celebration events up to a maximum cost of £5,000 would be organised and hosted by Council as in previous years. Provision for two celebration events would be included in the Community Development budget estimates for 2025/26.

6. Summary

It was proposed that Mallusk Community Action Group and Sensory Kids be nominated for the Kings Award for Voluntary Service in 2025.

In addition to the two groups outlined above, Members who wished to nominate alternative and/or additional groups within their respective DEA's were to report to Officers, no later than Friday 1 November 2024.

Proposed by Councillor Dunlop
Seconded by Councillor Smyth and agreed that

Mallusk Community Action Group and Sensory Kids be nominated for the Kings Award for Voluntary Service in 2025 and that Members inform Officers of any additional requests for nominations no later than Friday 1 November 2024.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

4.6 CP/TD/050 SCHOOL UNIFORM RE-USE SCHEME OVERVIEW 2024

1. Purpose

The purpose of this report was to provide Members with an update on the School Uniform Re-Use Scheme 2024 and seek approval for the 2025 Scheme proposals.

2. Introduction/Background

The School Uniform Re-Use Scheme was launched in 2020. The Scheme had a two-fold purpose, to relieve financial pressures on local families and to actively contribute to the reduction of items going to landfill, negating the detrimental impact on the environment.

In 2023, ten community-based organisations delivered the schemes with representation from all seven District Electoral Area's. Collectively, over 7,500 good quality pre-loved school uniforms were received, helping over 1,000 families.

3. Previous Decision of Council

The School Uniform Re-Use Scheme was first approved at the February 2020 Council Meeting. The scheme was delivered again in 2021, 2022 and 2023 with over 21,500 good quality school uniform items and over 2,500 families being supported across the Borough.

An update on the 2023 School Uniform Re-Use Scheme included proposals for rolling out the 2024 scheme was approved at the October 2023 Community Planning Committee:

Proposals for development in 2024 included:

- Further promotion of school uniform schemes as well as recording and collection of data in relation to performance of the schemes.
- Closer work with schools to develop recording of key data including items donated and families supported
- Exploration of funding opportunities to provide additional support to schemes
- Establishment of a School Uniform Providers Network to share best practise and meet biannually
- Development of a 'Back to School' event in August 2024, involving community providers, schools and Community Planning Partners to promote the service

The School Uniform Re-Use Scheme 2024 which included financial assistance of £200 to each participating group, was approved at the May Community Development Committee.

4. Key Issues

The 2024 School Uniform Re-Use Scheme opened in June and was actively promoted across various channels including Borough Life, Social Media and through correspondence to community organisations and schools.

The Scheme opened for donations from 10 June and closed on 28 June. The Scheme re-opened for uniform collections from 22 July to 02 September.

A total of ten local schemes representative of each DEA participated in this year's scheme as outlined below:

DEA	School Uniform Scheme Provider
AIRPORT	A Safe Space to be Me: Crumlin Hub
ANTRIM	1 st Antrim Presbyterian
BALLYCLARE	The United Parish -St John's Ballyclare & Christchurch
DUNSILLY	TIDAL – Toome House
GLENGORMLEY URBAN	Carnmoney Presbyterian Church Community Relations Forum Fit Moms & Kids ROC Glengormley
MACEDON	Listening Ear – Dunanney Centre
THREEMILEWATER	Monkstown Village Centre

The School Uniform Re-Use Scheme delivered the following outcomes in 2024:

- Over 4,100 Items of good quality school uniform items were donated to community providers, which is a 45% decrease on donations in 2023;
- Over 1,300 families/children were supported with pre-loved uniform items, which is a 30% increase on families supported in 2023

Variances in year-to-year performance had been highlighted in evaluations submitted by School Uniform Scheme Providers, as well as discussions which had taken place with key stakeholders; primarily local primary and secondary schools as well as Save the Children.

Reasons for variations were as follows:

- Schools were now organising their own reuse schemes, this was more likely to be parents/guardians first point of call for donations;
- School Uniform items were being sold on platforms such as Facebook Marketplace or Vinted, rather than being donated.
- Scheme volunteers alluded to the fact that they had made use of surplus uniform stock from 2023 to support more families.

Officers had established a School Uniform Providers Network. Actions delivered through this Network included the following:

- The development of a School Uniform Scheme Brand incorporating the strapline. '*Antrim and Newtownabbey School Uniform Scheme – Making Pre-Loved Re-loved.*'

- A targeted communication approach specifically streamlining information relating directly to each scheme.
- Partnership working with one of the Community Planning Partners, Libraries NI. Libraries NI worked with Council as part of a 'Pilot' to act as a donation point for branded P.E. clothing within three branches; Glengormley, Antrim and Ballyclare.
- Two Ready, Set, School events took place in Antrim Forum and Mossley Pavilion in the second week of August. The main purpose of these events was to provide back to school support services for families of school-aged children. School Uniform Scheme providers participated at both events, supplying uniforms as well as using the event as a platform for raising the profile of their individual schemes.

An infographic highlighting the key outcomes of the 2024 School Uniform Re-Use Scheme had been developed, a copy of which was circulated for Members' information.

As the School Uniform Re-Use Scheme continued to evolve to meet local community needs, it was proposed that the areas below be developed for 2025 as follows:

- Building of closer relationships between Council and Primary and Secondary schools, supporting their schemes as well as building partnerships between schools and the community-based School Uniform Re-Use Scheme Providers.
- Exploration of expanding the scheme to include school bags, and other essential items.

In recognition of the invaluable contribution and support that the Community and Voluntary organisations provided for both families and Council's Sustainability Action Plan, through the reduction of items going to landfill, it was proposed to invite all 2024 participating organisations to meet the Mayor as part of a celebratory event.

5. Financial Implication

Financial assistance of £200 was provided to each participating group to support groups with administration, promotion and storage. Provision for 10 groups at a total cost of £2,000 was provided within the 2024/25 Community Development budget.

6. Summary

Ten local community schemes representative of each DEA participated in this year's School Uniform Re-Use Scheme. A total of 4,100 items of good quality school uniforms were donated to community providers and 1,300 families were supported with pre-loved uniform items.

It was proposed to invite all 2024 participating organisations to meet the Mayor as part of a celebratory event.

Areas for development of the School Uniform Re-Use Scheme in 2025 had been identified.

Proposed by Alderman McGrath
Seconded by Councillor Smyth and agreed that

the update of the School Uniform Re-Use Scheme 2024 be noted and the proposals for the 2025 Re-Use Scheme be approved.

ACTION BY: Claire McAuley, Tackling Deprivation Co-ordinator

4.7 CP/PV/001 LILIAN BLAND PAVILION – BOOKING APPROVAL

1. Purpose

The purpose of this report was to seek approval from Members for alcohol to be consumed in Lilian Bland Pavilion on Wednesday 30th October 2024.

2. Introduction/Background

The Newtownabbey-Indian Welfare Association had booked Lilian Bland Pavilion on Wednesday 30th October 2024, 4pm-10.30pm for their annual Diwali celebration event.

In addition, they had requested for individuals attending the celebration to bring and consume alcohol at the event. Alcohol would not be sold or charged for as part of the event. Council permits the consumption and sale of alcohol with agreement that the relevant licence be obtained by the customer.

3. Previous Decision of Council

A number of previous requests to Council seeking permission to consume alcohol at functions in community facilities had been approved.

4. Financial Implication

The current Community Facilities pricing policy bookings would be charged at community rates for the duration of their booking. The Newtownabbey-Indian Welfare Association would be charged £155.

The booking request was outside normal opening hours and Officers would consider charges for out-of-hours bookings in the 2025/26 Community Facilities Pricing Schedule to be reported to a future Committee.

5. Summary

A booking had been received by the Newtownabbey-Indian Welfare Association for their annual Diwali celebration event on 30th October 2024. Additionally, they had requested for individuals attending the celebration to bring and consume alcohol at the event. Alcohol would not be sold or charged as part of the event.

Proposed by Alderman Ross
Seconded by Councillor Lynch and agreed that

the request from the Newtownabbey-Indian Welfare Association to allow individuals attending the celebration event to bring and consume alcohol in Lilian Bland Pavilion on Wednesday 30th October 2024 be approved.

ACTION BY: Paul Townsend, Community Facilities Coordinator

4.8 CP/GR/193 SOMME VISIT 2025

1. Purpose

The purpose of this report was to seek Members' approval for the proposed arrangements for the annual visit to the Somme in 2025.

2. Introduction/Background

A delegation from Council once again participated in a visit to the Somme Region from 29th June – 2nd July, which marks the 1st July anniversary of the Great War Battle of the Somme.

The visit to France and Belgium also included educational visits to key sites where local regiments fought, and individuals from the Borough lost their lives at this time.

The Elected Members in attendance were The Mayor Cllr Neil Kelly, The Deputy Mayor Cllr Paul Dunlop, Alderman Lewis Boyle, Cllr Mark Cooper, Cllr Stephen Cosgrove, Cllr Robert Foster and Cllr Helen Magill. The visit was facilitated by experienced historian and former Elected Member Fraser Agnew.

3. Previous Decisions of Council

It was agreed at Community Planning Committee in September 2023 that the Somme Visit be delivered annually as part of Council's Good Relations Programme.

It was also agreed that Council delegation to the Somme visit in future years would operate as follows:

The Mayor, Deputy Mayor and one Elected Member from each of the Political Parties attend the Somme accompanied by appropriate Officers.

Any other Elected Member who wished to attend could do so at their own expense.

4. Somme Visit 2025

Following a review of the 2024 visit, it was proposed that the core annual content would include the memorial services held on the 1st July at; Thiepval Memorial, Ulster Tower Memorial, and Guillemont Memorial. Additional elements of the programme would be optional subject to logistics.

An overview of the proposed itinerary for 2025 and 2026 was circulated for Member's information.

It was proposed that Group Party Leaders would nominate their Elected Member.

To ensure value for money, as well as securing preferred accommodation, all bookings for the 2025 Somme Visit would be made in this calendar year. Therefore all attendees, both nominated and those who wish to accompany at their own expense, were to be made known to Good Relations Officers by 12pm on Friday 15 November via a confirmation email to:

goodrelations@antrimandnewtownabbey.gov.uk

5. Financial Position/Implication

An allocation of up to £15,000 would be included in the Community Development budget estimates for 2025/26.

6. Summary

Elected Members for the 2025 Somme Visit, itinerary circulated, were sought from Group Party Leaders, and any other Elected Member who wished to attend, covering their own travel and subsistence costs, should advise Officers of their intention no later than Friday 15 November.

A Member raised the addition of an Independent/Single Party Member to the 2025 Somme Visit. The Head of Community Development advised that an additional councillor could be included.

In response to a Member's suggestion, the Director of Community Development agreed that she would make contact with Frazer Agnew to arrange a site visit and presentation to Members at the Council's Trench and Memorial Garden prior to the Somme visit.

Proposed by Alderman Ross

Seconded by Councillor Wilson and agreed that

the proposed arrangements for the 2025 annual visit to the Somme be approved subject to the inclusion of an Independent councillor or Single Party Member.

ACTION BY: Jen Cole, Good Relations Coordinator

4.9 AC/EV/025 BALLYCLARE MAY FAIR

1. Purpose

The purpose of this report was to seek Members' approval for the minutes of the Ballyclare May Fair Working Group meeting of 11 September 2024.

2. Background

The role of the Ballyclare May Fair Working Group was to promote, develop and organise the annual Ballyclare May Fair. The specific role of the May Fair Working Group is set out as follows:

- To advise Council on the programme for the May Fair
- To organise delivery of the May Fair
- To promote participation in the May Fair by the Ballyclare Community and wider Borough Community
- To explore opportunities for sponsorship and additional funding for the May Fair
- To provide advocacy for the May Fair and achieve collaboration of a range of stakeholders into the design and delivery of the May Fair
- To contribute expertise, skills and knowledge from a range of sectors to the benefit and continuous improvement of this annual event so that Ballyclare DEA achieves maximum benefit from its delivery

The Working Group would meet monthly from September to June each year and report to the Community Development Committee. Membership consisted of all Ballyclare DEA Elected Members, the Mayor and Deputy Mayor, and up to five non-elected voluntary members who were actively involved in the local community.

3. Previous Decision of Council

The revised Working Group Terms of Reference were approved at the December 2023 Community Planning Committee.

4. Working Group Meeting

The Ballyclare May Fair Working Group met on 11 September 2024 in Spinning Room, Mossley Mill to review May Fair 2024. The minutes of the meeting were circulated.

Proposed by Alderman Boyle

Seconded by Alderman Ross and agreed that

the minutes of the Ballyclare May Fair Working Group meeting of 11 September 2024 be approved as a true and accurate reflection of the meeting.

ACTION BY: Joanne Hamilton-Whyte, PA to Director of Community Development

4.10 AC/EV/015 THE MRS JOAN CHRISTIE CVO, OBE LEGACY BURSARY SCHEME 2024

1. Purpose

The purpose of this report was to update Members on the Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2024, and seek Members' approval for an amendment to the scheme in 2025.

2. Introduction/Background

The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme was created in 2019 in recognition of the significant work carried out by Mrs Christie during her time as Lord Lieutenant for County Antrim. Each year, the scheme awards:

- Two bursaries of £1,000 to talented young musicians from the Borough to help further their career
- Two bursaries of £1,000 to young volunteers who play an active role in a group in the Borough
- Two bursaries of £1,000 to the groups in which the young people volunteer
- Two bursaries of £1,000 to schools in the Borough for horticulture projects designed for pupils with additional needs

Following an initial shortlisting process carried out by officers, applicants were assessed by a panel made up of an Elected Member from each political party and chaired by Mrs Christie's daughter, Harriet Roberts. The awards were presented at a lunch event at the Theatre at the Mill, and young musicians shortlisted for a bursary were also offered ongoing mentoring opportunities.

3. Previous Decision of Council

The 2024 Mrs Joan Christie CVO, OBE Legacy Bursary Scheme was approved at the May 2024 Community Development Committee meeting.

4. The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2024

Applications for the 2024 Bursary Scheme opened at the start of June and closed at the end of August. Eighteen applications were received for music bursaries, six for volunteering bursaries and four for horticultural bursaries. Following initial shortlisting by officers, the assessment panel met shortlisted applicants at the Courtyard Theatre on 23 September 2024.

Recipients of Mrs Joan Christie CVO, OBE Legacy Bursaries would be announced at a lunchtime event on 8 November 2024 at the Theatre at the Mill.

5. Proposed change to the 2025 Scheme

Every year the music bursary is oversubscribed with high-quality applications from young musicians living in the Borough but Council's Arts and Heritage Grant scheme is often underspent. Following discussion with the Elected Members on the Assessment Panel, it was recommended that, subject to the completion of the 2025/26 estimates process, £2,000 is moved from the Arts and Heritage Grant budget to the Mrs Joan Christie CVO, OBE Legacy Bursary Scheme to create an additional two music bursary grants.

6. Financial Position/Implication

The budget for the Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2024 is £8,000 for the bursaries, with a further hospitality budget of approximately £1,000 for the awards lunch. Provision for this had been made in the 2024/25 Arts and Culture budget.

7. Summary

The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2024 received 28 applications, and the assessment panel met on 23 September to agree award recipients. Awards would be presented at a lunchtime ceremony on 8 November 2024.

An amendment to the scheme was recommended for 2025, which would create new bursary opportunities at no additional cost to Council.

Proposed by Councillor Smyth

Seconded by Councillor Gilmour and agreed that:

- (a) the update on The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2024 be noted;**
- (b) an additional £2,000 is allocated to the 2025 scheme to fund two further music bursaries, with this additional budget coming from the 2025/26 Arts and Heritage Grant Aid budget (subject to the outcome of the 2025/26 estimates process).**

ACTION BY: Simon Goldrick, Head of Arts, Culture, Tourism and Events

4.11 ED/TOU/035 VISIT BELFAST PARTNERSHIP RENEWAL

1. Purpose

The purpose of this report was to seek Members' approval for the renewal of the partnership agreement with Visit Belfast for a further 12 months at the

same rate as last year but with a significantly enhanced package of benefits.

2. Introduction/Background

Visit Belfast was the official destination marketing organisation for Belfast and Northern Ireland more generally, with a core purpose to create and service visitors for Belfast and Northern Ireland in order to generate economic benefit and inclusive growth.

In addition to managing the Visit Belfast Welcome Centre on Donegall Square, Visit Belfast also operated a purpose-built Visitor Information Centre at Belfast International Airport, providing tourist information to visitors arriving into Northern Ireland.

Since 2015, Council had maintained a partnership with Visit Belfast, allowing it access to a wide range of marketing networks and media to promote the Borough. The cost of this partnership had decreased from an initial £20,000 per annum in 2015 to £8,500 in 2023.

3. Previous Decision of Council

In September 2023, the Community Planning Committee approved an annual fee of £8,500 for the Visit Belfast partnership in 2023/24, along with an increase to £10,000 in 2024/25.

4. Benefits of the Partnership

Visit Belfast had proposed a significantly enhanced package of benefits for the next twelve months, in return for a partnership fee fixed at the same value as last year. These benefits would include:

- the exclusive use of the front-facing digital screen at Belfast International Airport to promote destinations and events across the Borough
- the promotion of at least six destinations in the Borough on the main information screen at Belfast International Airport Visitor Information Centre
- pop-up banners at both Belfast International Airport and the Welcome Centre in Belfast to promote Enchanted Winter Garden, Garden Show Ireland and the Christmas productions at Theatre at the Mill
- a large graphic panel and a pillar wrap at the Belfast International Airport Visitor Information Centre promoting tourist destinations in the Borough
- a display in the Welcome Centre's main 'Christmas' window (directly facing the Belfast Christmas Market) promoting Enchanted Winter Garden
- distribution of Antrim and Newtownabbey Visitor Guides and other printed material at both the Welcome Centre and Belfast International Airport

- promotion of Council's main annual events through Visit Belfast's social media platforms, which currently have more than 431,000 followers
- destination, event and visitor experience information on all 19 Visit Belfast touchscreen information units across Northern Ireland
- scripted messaging about destinations, events, visitor experiences and accommodation in the Borough delivered by Visit Belfast staff at the Welcome Centre and Belfast International Airport in response to visitor enquiries (NB the airport Visitor Information Centre staff expect to answer approximately 222,000 enquiries this year; the Welcome Centre expects to receive approximately 312,000 visitors and answer an additional 194,000 enquiries remotely)

This proposal, which had been offered exclusively to Council, represented a cost-effective way of promoting the Borough, its events, attractions and accommodation providers at Belfast International Airport. For comparison, the cost of advertising for 10 seconds on a 60 second loop on one of the airport's digital screens is £52,000 per annum, and the cost of a wall advert was £40,000 per annum.

The proposal also increased the level of promotion for the Borough's flagship events and shows in central Belfast, and this would have a particular benefit for Enchanted Winter Garden and Garden Show Ireland.

5. Financial Position

The proposed partnership fee of £8,500 had been included in the 2024/25 Arts and Culture estimates.

6. Summary

Council had had a partnership agreement with Visit Belfast since 2015, focused on the promotion of its events, visitor experiences, destinations and accommodation providers, particularly at the Belfast International Airport Visitor Information Centre.

Visit Belfast's proposal for the next twelve months would provide a significantly enhanced package of promotional opportunities at both Belfast International Airport and at the Welcome Centre in Belfast for the same fee as last year.

Proposed by Councillor Lynch
Seconded by Councillor Gilmour and agreed that

the proposal to renew the partnership with Visit Belfast for a further 12 months at the same rate as last year but with a significantly enhanced package of benefits be approved.

ACTION BY: Simon Goldrick, Head of Arts, Culture, Tourism and Events

4.12 AC/GEN/008 FREE USE OF BALLYCLARE TOWN HALL AND THE EYRE STUDIO

1. Purpose

The purpose of this report was to seek Members' approval for the free use of Ballyclare Town Hall and the Eyre Studio in Antrim Castle Gardens by the Royal National Institute for Deaf People (RNID) each month for the remainder of 2024 and throughout 2025.

2. Introduction/Background

The RNID provides regular free support sessions lasting for two hours at locations throughout Northern Ireland to enable people to make the most of their hearing aids and manage their hearing loss effectively. These sessions were funded by the Strategic Planning and Performance Group (SPPG) of the Department of Health, and were only available in Northern Ireland.

Through these sessions the RNID provided:

- information on how to look after and fit hearing aids
- re-tubing, ear mould cleaning and battery replacement
- hearing checks
- information about coping with hearing loss, equipment and communication tips
- talks on managing hearing loss and hearing health training
- information about other services that could provide support

The RNID had been holding monthly sessions for residents of the Borough in Ballyclare Town Hall since June 2023, and in the Eyre Studio (Antrim Castle Gardens) since January 2024. Each session would attract, on average, between 30 and 50 attendees.

3. Previous Decision of Council

The request for the free use of Ballyclare Town Hall was approved at the full Council meeting in June 2023, and the request for the free use of the Eyre Studio was approved at the Community Planning Committee meeting in December 2023.

4. Financial Position/Implication

The potential loss of income which could be incurred if this free use request was approved would amount to £20 per month for the Town Hall and £60 per month for the Eyre Studio. These sessions would not incur any additional staffing costs as they take place during the standard opening hours of the Town Hall and Eyre Studio.

5. Summary

A request had been made by the Royal National Institute for Deaf People (RNID) for the free use of the Ballyclare Town Hall and the Eyre Studio in

Antrim Castle Gardens for two hours each month for the remainder of 2024 and throughout 2025. This was to allow them to deliver hearing aid use support service sessions free of charge to residents.

Proposed by Councillor Dunlop
Seconded by Councillor Wilson and agreed that

the request for the monthly free use of Ballyclare Town Hall and the Eyre Studio in Antrim Castle Gardens by the Royal National Institute for Deaf People for the remainder of 2024 and throughout 2025 be approved.

ACTION BY: Jenna Collier, Theatre Bookings, Conference and Events Manager

4.13 AC/GEN/037 ARTS AND HERITAGE GRANT AID PROGRAMME

1. Purpose

The purpose of this report was to seek Members' approval for an Arts and Heritage Grant application.

2. Introduction/Background

The aim of the Arts and Heritage Grant Aid Programme was to provide support to individuals and constituted groups based in the Borough to participate in, develop and promote a range of art forms and heritage projects.

Arts grants were available for projects under the following categories:

- New group seeding
- The production of art work
- Participation in specialist training or study
- The delivery of an event or festival, which must be held in the Borough and open to the public
- The attendance or participation in an arts event either by invitation or qualification

Heritage grants were available for projects under the following categories:

- New group seeding
- The production or development of a heritage product, such as publication or exhibition which must relate to local history
- Participation in specialist training or study
- The delivery of a heritage event, which must be held in the Borough and open to the public

To be successful, applicants must score a minimum of 50% in their application and all proposed awards were subject to the receipt of all relevant supporting documentation. The programme operated on a rolling

basis linked to the financial year or until the funding for the year was exhausted.

3. Previous Decision of Council

A revised Arts and Culture Grant Aid Programme was approved by the Committee in April 2022.

4. Applications for 2024/2025 Arts and Heritage Grant Aid Programme

One application had been received and assessed by officers under the appropriate funding category and maximum award available.

A summary of the application was set out below along with the proposed award:

Group / Individual Name	Funding Category	Funding Purpose	Score	Proposed Amount Awarded
Theatre 3	Arts Support for groups - the attendance or participation in an arts event either by invitation or qualification.	Theatre 3 is an amateur drama group formed in 1984 and based in Newtownabbey, who had previously performed at the Theatre at the Mill and Courtyard Theatre. Earlier this year Theatre 3 was selected to represent Northern Ireland at the British Final Festival of One-Act Plays in Perth, competing against the champions of England, Scotland and Wales. The competition took place in July 2024, and was won by Total Arts Community Theatre from England. The grant application was to help Theatre 3 with the cost of travelling to Perth for the competition, specifically van hire and transport fares.	65%	£1,000

5. Financial Position

The budget available for Arts and Heritage Grants in 2024/2025 is £14,000. Grants totalling £817.50 had been previously approved by the Committee, and the total amount proposed for the above award was £1,000. If approved, this would leave a balance of £12,182.50 to fund any future applications in the current financial year.

6. Governance

Arts and Heritage Grant payments were not usually approved for events that have already taken place. However, Theatre 3 submitted its original application in April 2024 using the application form from the previous grant management system that was replaced on March 31. Officers asked the group to re-submit their application using the new system, but this was not submitted until August. Given that the group submitted its original application in good faith in April, it was recommended that, on this occasion, approval be given retrospectively for the grant.

6. Summary

Theatre 3, a Newtownabbey-based amateur drama group, had applied for an Arts and Heritage Grant to help with the costs of travelling to Perth to compete in the British Final Festival of One-Act Plays.

Proposed by Councillor Lynch
Seconded by Councillor Gilmour and agreed that

the Arts and Heritage Grant application for £1,000 be approved.

ACTION BY: Leeann Murray, Arts Development Officer

4.14 CP/CP/237 WOMEN'S SUB COMMITTEE

1. Purpose

The purpose of this report was to seek Members' approval for the draft minutes of the Women's Sub Committee meeting held on 18 September 2024 as true and accurate reflections of the meetings (circulated).

2. Introduction/Background

A motion to establish a stand-alone 'Women's Sub Committee' made up of female representatives of Council to discuss and promote women's issues, build the skills and confidence of local women and to encourage women to become more involved in local politics was approved at the August 2023 Council meeting and it was agreed the Women's Sub Committee would report through the Diversity Working Group.

3. Previous Council Decision

The Terms of Reference for the Women's Sub Committee were approved at the November 2023 Community Planning Committee and provided the framework for the meetings.

Proposed by Councillor Lynch
Seconded by Councillor Gilmour and agreed that

the draft minutes of the Women's Sub Committee Meeting held on 18 September 2024 be approved as a true and accurate reflection of the meeting.

ACTION BY: Joanne Hamilton-Whyte, PA to Director of Community Development

4.15 CP/CD/477 COMMUNITY SUPPORT PROGRAMME UPDATE

1. Purpose

The purpose of this report was to seek Members' approval on the offer of additional Community Support Programme funding from the Department for Communities for the delivery of the Integrated Advice Partnership Fund.

2. Background

The Community Support Programme was established in 1975 and was a joint programme involving the Department for Communities (DfC) and local Councils. The programme supported the provision of community centres, local advice services, resource centres, grants to community groups and the employment of community support staff in Councils.

3. Previous Decision of Council

DfC Community Support Programme financial assistance totalling £479,046.79 for the delivery of Council's Community Support Programme for 2024/25 was approved at the Community Development Committee in September.

The total amount awarded includes £136,036.40 for Community Support in General, such as Staff Salaries, the Community Development Grant Aid Programme and Community Capacity Building Initiatives, £180,264.61 for Advice Services and £162,745.78 for a Social Supermarket.

4. Community Support Programme - Integrated Advice Partnership Fund

Correspondence which was circulated had been received from the DfC inviting Councils to accept a Memorandum of Understanding to deliver an Integrated Advice Partnership Fund 2024/26.

The objective of the fund was to *'Improve the uptake of free, independent regulated debt advice through a collaborative partnership approach'*.

The funding should target local need by working in partnership with the local voluntary and community sector to ensure the delivery of better, more responsive services and better outcomes for communities, through a range of diverse methods which complement the existing NI Debt Advice service administered with our delivery partner, Advice NI.

The types of expenditure that would be considered would include, but not be restricted to, the following:

- Training for paid staff and/or volunteers to improve the quality of debt advice, and reasonable associated expenses (including cover to enable staff to participate);
- Additional infrastructure that would directly benefit debt advice, for example AdvicePro case management software, computers for staff members, computers for clients to tackle digital poverty and debt.
- Additional contributions to the running costs for the provision of debt advice, to extend its scope beyond existing funding streams. This could include, for example, salary costs, volunteer expenses, premises or equipment costs.
- Partnership projects with a focus on maximising debt uptake.

5. Financial Implications

Council had received an offer for non-recurrent funding of £91,427.04 from DfC for the costs associated with the Integrated Advice Partnership Fund for 2024/26, at no additional cost to Council.

The allocations would be provided through the established Community Support Programme arrangements. £59,221.36 would be allocated in the 2024/25 Community Support Programme letter of variance. An additional £32,205.68 would be provided through the Community Support Programme Letter of Offer for 2025/26. There was no requirement for Councils to match fund this provision.

An accounts directive had been agreed with the Department that would allow any funding received in 2024/25 year to be carried over into Council reserves for the 2025/26 year with the express purpose that it remained ring-fenced for the Integrated Advice Partnership fund.

6. Summary

Council had received an offer for non-recurrent funding of £91,427.04 from DfC for the costs associated with the Integrated Advice Partnership Fund for 2024/26.

The funding allocations would be provided through the established Community Support Programme arrangements.

It was proposed that the Integrated Advice Partnership Fund was procured through Council's Generalist Advice contract.

Proposed by Councillor Lynch

Seconded by Alderman Boyle and agreed that

the Department for Communities offer of £91,427.04 for the delivery of the Integrated Advice Partnership Fund through the Community Support Programme 2024/26 be accepted.

ACTION BY: Stefanie Buchanan, Community Development Manager

5. ITEMS FOR NOTING

5.1 CP/PP/010 PEACEPLUS LOCAL COMMUNITY ACTION PLAN

1. Purpose

The purpose of this report was to provide Members with an update regarding the Antrim and Newtownabbey PEACEPLUS Local Community Action Plan.

2. Introduction/Background

PEACEPLUS was the €1.1 billion cross-border funding programme created to strengthen peace and prosperity within and between the border counties of Ireland and Northern Ireland. PEACEPLUS was the successor programme to both Peace IV and INTERREG VA. Council was one of seventeen Peace Partnerships across Northern Ireland and the Border Counties.

Theme 1, 'Building Peaceful and Thriving Communities' aimed to unite communities, help them rebuild and learn from a difficult past. Under Theme 1 and Investment Area 1.1 'Co-designed Local Community Action Plans', local councils across Northern Ireland and the border counties had been invited to submit applications to the Special European Union Programmes Body (SEUPB) to secure funding to deliver against the actions identified in each Local Community Action Plan.

3. Previous Decision of Council

The draft PEACEPLUS Co-designed Local Community Action Plan, and the outcome of the Section 75 Equality Screening and Rural Proofing carried out for the Plan was approved at the March 2024 Community Development Committee.

4. Key Issues

Correspondence circulated had been received from SEUPB confirming Council's PEACEPLUS Co-designed Local Community Action Plan was considered by the PEACEPLUS Programme Steering Committee at its meeting on 1 October and the application was approved for grant funding of up to €5,103,757.

A total of nine, large scale, cross cutting programmes had been approved, across the three themes, as follows:

Theme 1: Local Community Regeneration and Transformation (Capital works)

Programme 1: Our Historical Borough	A capital based programme for heritage projects resulting in borough-wide historic connectivity
Programme 2: Our Active Borough	A capital based programme to create new activity based facilities across the borough which would encourage our residents to be more active and connected
Programme 3: Our Shared Borough	A capital based programme to enhance community facilities

Theme 2: Thriving and Peaceful Communities (Revenue)

Programme 4: Our Shared Borough	A capacity building programme for the community and voluntary sector, designed to identify and form new groups, grow and develop existing groups and support groups in the future
Programme 5: Our Active Borough	An active participation for a range of activities including mainstream sports, emerging sports, arts, culture, music, drama and crafts, mental wellbeing, and volunteering
Programme 6: Our Future Borough	A community skills building programme comprising two strands: 1. Personal Development; 2. Community Education and Learning.

Theme 3: Building Respect for All Cultural Identities (Revenue)

Programme 7: Our Historical Borough	A resource programme linked to Programme 1, providing groups and individuals with the skills, accredited training and qualifications, to ensure local ownership of heritage sites, and ensure a professional historical offering across the Borough.
Programme 8: Our Inclusive Borough	An identity programme to promote understanding and acceptance of self and others.
Programme 9: Our Future Borough	An international and cross border learning programme to create learning and development opportunities, enhance understanding, tolerance and empathy.

A formal letter of offer would be issued once all pre-funding conditions had been met. Members were advised that the formal letter of offer would be reported to a future meeting of the Committee.

5. Financial Position/Implication

Council's PEACEPLUS application to Theme 1.1, Co-designed Local Community Action Plans had been approved for grant funding of up to €5,103,757, which was approximately £4.3m, subject to all pre-funding conditions being met.

6. Governance

The PEACEPLUS Partnership oversaw the design and implementation of a co-designed process used to inform the development of an over-arching PEACEPLUS Action Plan.

It was agreed at the February 2022 Community Planning Committee that the Membership of the PEACEPLUS Partnership would be follows:

- 12 Elected Members nominated by D'Hondt and representative of each DEA;
- 4 Statutory Partners from Education Authority, Northern Ireland Housing Executive, Police Service of Northern Ireland and Northern Health and Social Care Trust to be nominated by the Statutory Partners;
- 7 Social Partners with one from each DEA appointed by public advertisement and selection process.

The PEACEPLUS Partnership was governed by a constitution and a Partnership Agreement.

The PEACEPLUS Partnership would operate as a Working Group of Council.

7. Summary

Correspondence had been received from SEUPB confirming Council's PEACEPLUS application to Theme 1.1, Co-designed Local Community Action Plans had been approved for grant funding of up to €5,103,757, subject to all pre-funding conditions being met.

Proposed by Councillor Dunlop
Seconded by Councillor Wilson and agreed that

the update regarding the Antrim and Newtownabbey PEACEPLUS Local Community Action Plan be noted.

NO ACTION.

5.2 AC/GEN/067 ULSTER-SCOTCH LEID WEEK 2024

1. Purpose

The purpose of this report was to update Members about Ulster-Scotch Leid Week 2024.

2. Introduction

Ulster-Scotch Leid Week (Ulster-Scots Language Week) is an annual event ran by the Ulster-Scots Agency since 2019. The event celebrates the Ulster-

Scots language, history and culture through a diverse and engaging public programme which included interactive language workshops, storytelling sessions, historical walking tours, and exhibitions.

Council had participated in Leid week annually since 2019, and would plan to take part in this year's event included in the Good Relations Cultural Awareness Programme alongside similar plans to deliver events showcasing the Irish Language during the Seachtain na Gaeilge le Energia festival.

In previous years, Council had participated in Leid Week by offering walking tours of the Whitehouse, Antrim and Ballyclare, as well as music, poetry, history and language workshops for people of all ages. It was anticipated that a similar programme would be developed for this year's Leid Week.

3. Previous Decision of Council

Council's Good Relations Programme 2024/25 Action Plan, which included a commitment to participate in the 2024 Ulster-Scotch Leid Week, was approved at the September 2024 Community Development Committee.

4. Key Issues

Correspondence was received from the Ulster-Scots Agency on 3 October 2024 confirming that the 2024 Leid Week would take place from 25-30 November. Officers had been engaging with the Agency to develop and finalise plans.

5. Financial Position/Implication

The budget for the 2024 Ulster-Scotch Leid Week would be £2,000 and had been allocated from the 2024/25 Good Relations budget.

6. Summary

The 2024 Ulster-Scotch Leid Week would take place from 25-30 November. As in previous years, the Good Relations team would work with the Ulster-Scots Agency to develop a programme of events celebrating the Ulster-Scots language, history and culture.

Proposed by Councillor Wilson
Seconded by Councillor Smyth and agreed that

the report be noted.

NO ACTION.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Alderman Boyle
Seconded by Councillor Lynch and agreed that

the following Committee business be taken In Confidence and the livestream and audio recording would cease.

6 ITEMS IN CONFIDENCE

6.1 **IN-CONFIDENCE** CP/CD/289 & CP/PV/001 COMMUNITY FACILITIES – TENANCY RENEWALS

1. Purpose

The purpose of this report was to seek Members' approval on tenancy agreement renewals at the Dunanney Centre and Mossley Pavilion.

2. Introduction/Background

There were a number of rentable offices in the Community Facility Buildings.

3. Previous Decision of Council

It was approved at the June Community Development Committee that a rent rate of £■■■■ per square metre per annum be applied to all Community Facility Tenancy Agreements from 1 October 2024, with an inflationary increase to be applied annually from 1 April 2025.

4. Financial Position

A number of tenancy agreements would be due for renewal and the organisations in the table below had requested that they be renewed as follows:

Organisation	Rooms Requested for Rental Renewal	Tenancy Start Date and Term	Rental Income £■■■■/sqm (per annum)
Rathcoole Crew	Room 28 (Dunanney Centre)	1st November 2024 for 1 year	■■■■
CORE Community Group	Meeting Room (Mossley Pavilion)	1st November 2024 for 1 year	■■■■

A template tenancy agreement was circulated for Members' information.

5. Summary

There were a number of rentable offices in the Community Facility Buildings. From 1st October, all tenancy agreements were charged at £■■■■ per sq. m to include rental costs, service charges and utilities.

Based on the two proposed tenancy agreements due for renewal, the annual rental income would be £■■■■ per annum with an annual inflationary increase to be applied in future years.

Proposed by Alderman Ross
Seconded by Councillor Lynch and agreed that:

- (a) **the renewal of the tenancy agreement with Rathcoole Crew, including keyholder option for Dunanney Centre to 31st October 2025 at an annual cost of £[REDACTED] be approved.**
- (b) **the renewal of the tenancy agreement with CORE Community Group, including keyholder option for Mossley Pavilion to 31st October 2025 at an annual cost of £[REDACTED] be approved.**

ACTION BY: Paul Townsend, Community Facilities Co-ordinator

6.2 IN CONFIDENCE FI/PRO/TEN/555 PROVISION OF CATERING SERVICES AT CLOTWORTHY HOUSE, ANTRIM CASTLE GARDENS AND THE COFFEE SHOP AT GATEWAY

CONTRACT PERIOD 12 NOVEMBER 2024 – 30 NOVEMBER 2027 WITH THE OPTION TO EXTEND FOR UP TO A FURTHER 24 MONTHS (SUBJECT TO PERFORMANCE AND REVIEW)

1. Purpose

The purpose of this report was to obtain approval for the appointment of suitably qualified and experienced organisations to provide catering services at Clotworthy House in Antrim Castle Gardens and the coffee shop at Gateway, Antrim

2. Introduction/Background

Antrim Castle Gardens and the Gateway, popular destinations for visitors and residents throughout the year, both had catering offerings to provide visitors to the Borough with refreshments and catering for special events. The level of annual income for Council from Franchisees was approximately £[REDACTED] for Clotworthy House and £[REDACTED] for the coffee shop at Gateway. The menu provision would include a range of catered options including hot food, sandwiches, tea & coffee, biscuits and snacks and would include vegetarian, vegan and healthy eating options. For Clotworthy House, there would also be a banquet menu for special events on the site.

This tender was comprised of two lots as detailed below:-

Lot 1 – Clotworthy House at Antrim Castle Gardens

Lot 2 – Coffee Shop at Gateway, Loughshore Antrim

This tender opportunity was made available on eSourcingNI on 23 August 2024. Three tender responses were opened via the eSourcingNI Portal on 24 September 2024 and referred to the evaluation panel for assessment. The tenders were evaluated on a two-stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated on a pass/fail basis for the tenderer's professional conduct, economic and financial standing, previous relevant experience, management systems and practices, declarations and form of tender. One tender failed to meet the requirements of this stage and did not proceed further. The remaining tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2.

STAGE 2 – AWARD STAGE

Sub-Stage 1 – Technical Assessment

The tenders were evaluated on a pass/fail basis for menu provision. The tenders met the requirements of this stage and proceeded to the next stage of evaluation.

Sub-Stage 2 – Quality & Commercial Assessment

For Lot 1, the tender was evaluated on the basis of implementation plan (20%), quality of service (20%), contract management and performance monitoring (10%), social value (10%) and cost (40%). The recommendation was as follows:

LOT 1 – Clotworthy House at Antrim Castle Gardens

Supplier	Quality Assessment (out of 60%)	Cost Assessment (out of 40%)	Total % Score	Total Income Over 5 Years (£) (excl. VAT)
Mann Catering Ltd	56%	40%	96%	£ [REDACTED]

LOT 2 – Coffee Shop at Gateway, Loughshore Antrim

For Lot 2, the tender was evaluated on the basis of implementation plan (20%), quality of service (20%), contract management and performance monitoring (10%), and cost (50%). The recommendation was as follows:

Supplier	Quality Assessment (out of 50%)	Cost Assessment (out of 50%)	Total % Score	Total Income Over 5 Years (£) (excl. VAT)
Vision & Kernal Loughshore Ltd	50%	50%	100%	£ [REDACTED]

For both Lots, the tendered franchise fees were in-line with current market rates and Officers were content that they represented value for money.

Proposed by Councillor Lynch

Seconded by Councillor Smyth and agreed that:

- (a) for Lot 1, having achieved a score of 96%, Mann Catering Ltd be appointed to provide catering services for the period of 12 November 2024 - 30 November 2027, with an option to extend for up to a further 24 months at the tendered rates.
- (b) for Lot 2, having achieved a score of 100%, Vision & Kernal Loughshore Ltd be appointed to provide catering services for the period of 12 November 2024 – 30 November 2027, with an option to extend for up to a further 24 months at the tendered rates.

ACTION BY: Melissa Kenning, Procurement Manager

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Lynch
Seconded by Alderman Boyle and agreed that

the remainder of Committee business be taken in Open Session.

The Chairperson advised that audio-recording would recommence at this point.

There being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 7.22 pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.