



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING COMMITTEE
HELD IN MOSSLEY MILL ON MONDAY 11 SEPTEMBER 2023 AT 6.30 PM**

In the Chair	:	Councillor T McGrann
Committee Members (In person)	:	Aldermen - J McGrath, P Michael and S Ross Councillors – M Brady, P Dunlop, N Kelly, R Lynch, B Mallon, M Ní Chonghaile, A O’Lone, S Ward and S Wilson
Committee Members (Remote)	:	Alderman L Boyle Councillor V McWilliam
Non Committee Members (In person)	:	Mayor, Councillor Mark Cooper, Deputy Mayor Councillor R Kinnear and Councillor B Webb
Non Committee Members: (Remote)	:	Councillors J Gilmour, M Goodman and L O’Hagan
Officers Present	:	Director of Community Planning – U Fay Deputy Director of Governance – L Johnston Deputy Director of Investment and Business Development – M McKenna Head of Community Planning – R McKenna Head of Arts, Culture, Tourism & Events – S Goldrick ICT Systems Support Officer – C Bell Member Services Manager – A Duffy Member Services Officer – C McGrandle Member Services Officer – E Skillen
In Attendance	:	Mr Tony Rafferty, Eastern Transport Plan Project Manager, Eastern Transport Plan Mr James Cairns, Planning Officer Eastern Transport Plan Niamh McAllister- St Louis Grammar Matthew Byrne- St Malachy’s College

CHAIRPERSON'S REMARKS

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

1 APOLOGIES

NONE

2 DECLARATIONS OF INTEREST

NONE

3 INTRODUCTION OF NEW STAFF

NONE

4 PRESENTATIONS

4.1 G/MSMO/142 DEPARTMENT FOR INFRASTRUCTURE

Members had previously approved a request from the Transport Planning and Policy Division of the Department for Infrastructure to make a presentation on the Eastern Transport Plan 2035. A copy of the presentation was circulated for Members' Information.

The Chair welcomed the presenters Mr Tony Rafferty, Eastern Transport Plan Project Manager and Mr James Cairns, Planning Officer to the meeting.

Mr Rafferty made his presentation to the Committee and responded to Member's queries.

The Chairman and Members thanked Mr Rafferty and Mr Cairns for their presentation and they left the meeting.

the presentation was noted.

NO ACTION

4.2 G/MSMO/142 GILBERT STUDENT EXCHANGE PROGRAMME

Members were reminded that the Gilbert Student Exchange Programme took place annually and was now in its 20th year.

The Chair welcomed three of the four students who had taken part in this year's programme in June 2023, namely

1. Niamh McAllister- St Louis Grammar

2. Matthew Byrne- St Malachy's College
3. Natalia Dzieciatko- Antrim Grammar

The Deputy Director of Investment and Business Development introduced the Gilbert Exchange students and after a short presentation/video(circulated), the students responded to Members' queries.

Due to technical issues for Members on Zoom the Deputy Director of Investment and Business Development confirmed that a link to the video would be sent to Members.

The Chairman and Members thanked the students for their presentation and they left the meeting.

the presentation was noted.

ACTION BY: Michael McKenna, Deputy Director of Investment and Business Development

The Mayor Councillor Cooper, Alderman McGrath, Alderman Michael and the Deputy Mayor Councillor Kinnear left the Chamber after Item 4.2.

4.3 FI/FIN/004 BUDGET REPORTS 2023/24

As agreed at the August Council meeting, quarterly budget reports would be presented to the relevant Committee or Working Group. All financial reports were available to all Members. A short presentation outlining the Community Planning Summary Budget Report was provided by the Director of Community Planning.

The overall financial position of the Council was presented within budget reports for across Community Planning for Quarter 1 – April to June 2023 and were circulated for Members' information.

Proposed by Councillor Mallon
Seconded by Councillor Brady and agreed that

the report be noted.

NO ACTION

Alderman Michael and Deputy Mayor Councillor Kinnear returned to the Chamber during Item 4.3.

Councillor Kelly left the Chamber after Item 4.3.

4.4 PT/CI/038 PERFORMANCE AND IMPROVEMENT PLAN 2023/24 - PERFORMANCE PROGRESS REPORT QUARTER 1 – COMMUNITY PLANNING

As agreed at the August Council meeting, quarterly performance reports would be presented to the relevant Committee or Working Group.

Members were reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services.

The Council's Corporate Performance and Improvement Plan 2023-24 was approved in June 2023. This set out a range of robust performance targets, along with six identified improvement objectives and a number of Statutory Performance Targets.

First Quarter progress reports for Arts, Culture, Heritage, Tourism and Events and Community Planning were circulated for Members' information.

A short presentation on performance reports were provided by the Director of Community Planning following which Members' queries were addressed.

Proposed by Councillor Mallon
Seconded by Councillor Brady and agreed that

the Corporate Performance and Improvement Plan 2023-24 Quarter 1 Progress Report for Community Planning be approved.

NO ACTION

Councillor Kelly returned to the Chamber during Item 4.4.

Councillor O'Lone left and returned to the Chamber during 4.4

5 ITEMS FOR DECISION

Deputy Mayor Councillor Kinnear left the Chamber during Item 5.1.

5.1 CP/CF/003 RATHFERN COMMUNITY REGENERATION GROUP – SEARCH AND RESCUE EQUIPMENT REQUEST

Members were advised that a request had been received from Rathfern Community Regeneration Group to support the purchase of search and rescue equipment, allowing them to establish a trained volunteer team locally to carry out searches and rescues on Carnmoney Hill.

The Rathfern Community Regeneration Group had identified the need for this equipment and volunteer training following a number of recent incidents on Carnmoney Hill.

Members were advised that Rathfern Community Regeneration Group had been liaising with The Community Rescue Service (CRS), a charitable search and rescue organisation operated by volunteers from communities across Northern Ireland, to develop the volunteer team and advise on equipment specification for land search and rescues.

The equipment request included:

- 1 x Paramedic backpack,
- 6 x Long Range torches,
- 10 x whistles,
- 12 x hi vis vests,
- 1 x pair of heat seeking binoculars,
- 4 x two-way radios.

The total cost for the equipment requested was approximately £2,000.

The CRS had committed to training the identified Rathfern Community Regeneration Group volunteer team and cover all costs of this.

Members were reminded that Rathfern Community Regeneration Group managed The Sovereign Complex through a Service Management Agreement with the Council. It was proposed a one-off uplift of £2,000 be added to Rathfern Community Regeneration Group's Service Management Agreement for 2023/24 to allow them to purchase the search and rescue equipment.

In response to a Member's query the Director of Community Planning advised that she would look at the potential to expand this provision to other community centres and report back to a future Committee.

Proposed by Councillor Brady

Seconded by Councillor Mallon and agreed that

an uplift to the Rathfern Community Regeneration Group Service Management Agreement in 2023/24 for the purchase of search and rescue equipment, at a maximum cost of £2,000, be approved.

ACTION BY: Ronan McKenna, Head of Community Planning

5.2 CP/CP/113 BARNARDO'S - THE THRIVE PROJECT

The Thrive Project is a collaboration of local parents, schools, community and voluntary organisations and statutory agencies working together to help children and young people in Macedon and Threemilewater DEA's to achieve their full potential and have the best start in life.

Members were reminded that it had been agreed at the April 2023 Community Planning Committee, to provide £25,000 in financial assistance to Thrive for 2023/24. It was previously agreed at the July 2022 Council Meeting that a quarterly performance report on The Thrive Project be provided to the Community Planning Committee from September 2022.

Elected Members from both the Macedon DEA and the Threemilewater DEA were nominated to serve on the Thrive Board at the Annual Council Meeting on 30 May 2023 with Councillors Brady and Gilmour nominated for their respective DEA's to serve on the Board for 2023/24.

The Quarter 4 2022-23 and Quarter 1 2023-24 Performance Reports were circulated for Members' approval.

Proposed by Councillor Kelly
Seconded by Councillor Mallon and agreed that

the 2022-23 Quarter 4 and 2023-24 Quarter 1 performance reports be approved.

ACTION BY: Will McDowell, DEA Engagement Coordinator

5.3 CP/CD/457 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME – SMALL GRANTS FUNDING RECOMMENDATIONS 2023/2024

Members were reminded of the Small Grants Programme, agreed by the Council in October 2014, as part of the Council's new Community Development Grant Aid Programme.

The purpose of the Small Grants programme was to provide financial assistance to groups within the Borough up to a maximum of £1,000 (revised and approved by Council in October 2021) towards seeding costs, public and employer's liability insurance, small items of equipment or an activity.

Members were advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2023/24 financial year.

In December 2019 Members agreed that from 1 April 2020 all Small Grant requests of £500 (now £1,000) or less 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 on request or the offer of funding will be withdrawn.

During the months of July and August two applications totalling £1,854 were received and assessed by Officers as outlined below:

In response to a Member's query the Director of Community Planning advised that they would provide more information on the groups applying for the Community Development Grants to Members.

Group Name/Project Promoter	Project Description/Title	Pass/Fail	Amount Requested	Amount Awarded
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Federation of Women's Institutes of Northern Ireland (Knockagh Area Group)	Tutor Costs, Room Hire, Advertising and Refreshments in relation to the delivery of two Saturday Craft Schools.	Pass	£855.00	£855.00
Roughfort Heritage and Cultural Preservation Society	Annual Public and Employers Liability Insurance, Room Hire, Equipment and Stationary	Pass	£999.00	£999.00
Total			£1,854.00	£1,854.00

Proposed by Alderman Ross

Seconded by Alderman Michael and agreed that

the two Small Grant applications outlined above at a total cost of £1,854.00 be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

Deputy Mayor Councillor Kinnear returned to the Chamber during Item 5.3..

5.4 CP/CD/426 CHRISTMAS TOY SCHEME

Members were reminded that the Christmas Toy Scheme pilot project was approved at the Council meeting in September 2021 and the delivery of the Scheme in 2022 approved by the Community Planning Committee in October 2022.

The scheme operated in 2022 through a number of partnerships as follows:

- Community and Voluntary organisations who were supported with a grant of £200 with three organisations participating;
- Habitat for Humanity (NI) who delivered a number of 'Pop Up' shops in Community facilities;
- Council's Waste section provided the opportunity for pre-loved toys to be donated the Council's five Household Recycling Centres: Newpark, Bruslee, Crumlin, O'Neill Road and Craigmore.

The scheme in 2022 was delivered successfully and supported over 500 families with 7535 new and pre-loved toys donated and distributed. It was proposed to run a similar Christmas Toy Scheme in 2023 which both supported those impacted by cost of living pressures and also promoted the 'reuse' message of the Council's Climate Change Action Plan.

The following specific arrangements for the 2023 Christmas Toy Scheme were proposed:

- A social media campaign in late October would encourage donations of pre-loved toys either to one of the local community schemes or to one of the Council's five Household Recycling Centres between 1st November and 1st December 2023. Members noted the shorter collection period which intended to focus attention on the scheme which would permit an increased time period for distribution.
- Delivery of 'Pop Up' shops by Habitat for Humanity (NI) as follows:
 - Mayfield Village Hall, Mallusk – Thursday 23rd November 2023, 10am – 3pm and 5pm – 7pm
 - Muckamore Community Centre, Antrim – Thursday 30th November 2023, 10am – 3pm and 5pm – 7pm.
- Community and Voluntary organisations would be contacted to establish if they were interested in participating in the Scheme with a grant of £200 available to support this.

Officers from both the Community Planning and Waste Management Sections would continue to work in partnership to deliver and promote the Christmas Toy Scheme.

Proposed by Councillor Dunlop
 Seconded by Councillor Brady and agreed that

- (a) the delivery of the Christmas Toy Scheme in 2023, as outlined, be approved;**
- (b) a report on the participation of Community and Voluntary organisations in the Scheme, including grant recommendations, be brought to the October 2023 Committee Meeting.**

ACTION BY: Stef Buchanan, Community Development Manager

5.5 CP/PP/006 PEACEPLUS PARTNERSHIP MINUTES

Members were reminded that the PEACEPLUS Partnership operated as a Working Group of Council.

The minutes of the following PEACEPLUS Partnership meeting on 27 June 2023 were circulated for Members' consideration.

Proposed by Councillor Dunlop
 Seconded by Councillor Wilson and agreed that

the minutes of the PEACEPLUS Partnership meeting, as detailed, be approved.

ACTION BY: Julia Clarke, Peace Programme Coordinator

5.6 G/MSMO/145 SOMME VISIT 2023

Members were reminded that a delegation from the Council once again participated in a visit to the Somme Region from 29th June – 3rd July, which marked the 1st July anniversary of the Great War Battle of the Somme.

The Elected Members in attendance were The Mayor Councillor M Cooper, Councillors J Archibald-Brown, J Gilmore, A O'Lone, L O'Hagan and S Wilson. The visit was facilitated by experienced historian and former Elected Member Fraser Agnew.

This visit had become established annually and it was proposed to take this forward in future years as per of the Council's Good Relations Programme.

It was also proposed that for 2024 and future years, a visit to the Somme by a Council delegation should 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 wishes to attend can do so if they cover their own travel and subsistence costs.

An overview of the visit was circulated for Members' information.

In response to Members' queries the Director of Community Planning advised that Members feedback was noted and that planning for the 2024 would commence in the coming months with a further report to be brought back to a future meeting of the Committee.

Proposed by Councillor Wilson

Seconded by Alderman Ross and agreed that

the proposed arrangements for the annual trip to the Somme be approved.

ACTION BY: Jen Cole, Good Relations Coordinator

5.7 AC/GEN/045 THE COURTYARD COMMUNITY CHOIR

Members were advised that the establishment of the Courtyard Community Choir was approved by the legacy Council in 2013.

An update on the Choir was reported to the Community Planning Committee in September 2019 and Members noted the continuation of previously approved arrangements as follows:

- Free use of the Courtyard Theatre, Ballyearl one evening each week for eighteen weeks per year
- A contribution of £1,500 per year from the Arts Development budget to cover fees for the Musical Director and Choir Master
- A commitment from the Choir to deliver performances for the Council at no cost with the Council retaining ticket income.

This arrangement was however disrupted by the pandemic and the Choir had not been in operation since March 2020.

Members were advised that the Courtyard Community Choir would like to restart in the Autumn. A request had been received from the Choir for an increase in financial support from £1,500 to £1,620 due to inflation and continuation of free access to the Courtyard Theatre one evening per week for eighteen weeks each year with the Choir committing again to deliver performances for the Council with any ticket income retained by the Council.

Proposed by Councillor McWilliam
Seconded by Alderman Ross and agreed that

the resumption of the Courtyard Community Choir, including free access to the Courtyard Theatre as set out and financial support of £1,620 per annum, be approved.

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

Councillor Ward left the Chamber after Item 5.7.

5.8 AC/GEN/067 ULSTER-SCOTCH LEID WEEK 20 - 25 NOVEMBER 2023

Members were reminded that the Council had been participating in Ulster-Scotch Leid Week annually since it began in 2019.

Correspondence had been received from the Ulster-Scots Agency (circulated) which informed the Council of its plans to run another Ulster-Scotch Leid Week from 20 to 25 November 2023 with the aim of increasing awareness and appreciation of Ulster-Scots language and building upon the success of the last four years.

It was proposed to participate in the Ulster-Scotch Leid Week 2023 with content to be developed utilising in-house resources and Council venues. It was proposed to engage with the Agency to agree a programme of Council support for events throughout the week.

Proposed by Councillor Wilson
Seconded by Councillor Brady and agreed that

participation in Ulster-Scotch Leid Week 20 to 25 November 2023 be approved.

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

Councillor Ward returned to the Chamber after Item 5.8.

5.9 AC/GEN/008 FREE USE OF MOSSLEY MILL MEETING ROOM

Members were advised that the North of Ireland Family History Society was a registered charity with particular reference to the province of Ulster and the 6 counties of Northern Ireland as well as the three other border counties of Ulster (see their web site www.NIFHS.org for full details). It had for 40 years promoted and encouraged private and public study of family history, genealogy, heraldry and local history. There was a local branch of the Society based in Newtownabbey, the membership of which came from the local area.

The group met monthly between September and May on the second Monday of the month. They had requested permission of the use of the Spinning Room in Mossley Mill free of charge to hold their monthly meeting. The existing Pricing Policy provided delegated authority to officers to approve one-off singular requests for free use. The group had been permitted free use of the Spinning Room for September through the policy and it was proposed to provide continued free use of this room for the remainder of their monthly meetings through until May 2024.

In response to a Member's question the Director of Community Planning advised that this group was a long established local group who had previously used the Spinning Room and there was an Arts and Culture pricing policy in place. As this was request was outside the Policy it had been brought to Committee for Members direction.

Proposed by Councillor Brady
Seconded by Councillor Kelly and agreed that

the request from the Newtownabbey Branch of the North of Ireland Family History Society for free use of the Spinning Room on a monthly basis between October 2023 and May 2024 be approved with a review of the pricing policy to be brought back to a future meeting of the Committee and a voluntary donation to be made to the Mayor's Charities.

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

5.10 AC/MU/005 RENEWAL OF LEASE OF THE WHITE HOUSE

Members were reminded that a proposal from the Dalaradia Group to rent The White House at £[REDACTED] per annum for an initial twelve-month period was approved by the Council in April 2021, with a further twelve-month extension approved by the Community Planning Committee in September 2022.

The Dalaradia Group is a men's Community Group based in Newtownabbey who wish to make a positive commitment to conflict transformation.

Members were reminded that the current arrangements with the group are follows:

1. They pay a nominal monthly rent of £[REDACTED] plus running costs associated with utilities while the Council retains responsibility for maintenance and repair of the building.

2. They mainly occupy the upper floor of the building using the meeting facility to deliver a range of training services including TNI World Host Programme and other job vocational training to support return to employment and provide meeting space for other local groups.
3. They operate the White House as a visitor attraction, providing guiding and visitor services, and complement this by hosting temporary exhibitions throughout the year.

Over the past year (August 22 – July 23) the Dalaradia Group have seen steady growth in visitor numbers and usage of the facility and remain open 3 days per week from May to September and 2 days per week from October to April, though visits by appointment are available on any day. The Group had reported the following performance for this period:

1. Number of walk-ins on open days: 520
2. Attendees at Dalaradia Group activities: 360
3. Number of events, tours and meetings: 105
4. Attendances at events/tours/meetings: 1,355
5. Total recorded footfall: **2,235** persons
6. Successful delivery of the Council's first Jazzy Gin event in May 2023

Following discussions with the Group, it was proposed to continue the arrangement with the Dalaradia Group on the same basis for a further twelve-month period, with officers supporting the work of the Group to increase footfall further and expand the programme on offer.

Proposed by Councillor Mallon
 Seconded by Alderman Ross and agreed that

rent of The White House to the Dalaradia Group on the same terms for a further twelve months to 30 September 2024 be approved.

ACTION BY: Philip Magennis, Culture & Events Co-ordinator

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

Members were reminded that a revised Arts and Heritage Grant Aid Programme was approved by the Committee in April 2022.

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 or the offer of funding would be withdrawn. The grants would be delivered on a rolling funding programme linked to the financial year or until the funding for the year was exhausted. Three applications had been assessed by officers under the appropriate funding category and maximum award available. A summary of the applications were set out below along with the proposed award:

A Member's request that more information be provided to the Committee on the Individuals and Groups requesting funding was noted.

Group / Individual	Funding Category	Funding Purpose	Score	Amount Awarded
Guy Warner	Heritage Support for Individuals - Production of a Heritage product	Publication: 'The History of Nutts Corner' covering subject areas and source material not previously available in published form. The History of Nutts Corner will detail the story of one of Northern Ireland's premier military and commercial airports, the site of which still functions as a major road transport and commercial hub. Publication expected in late 2023.	100%	£1,000
Creggan Local Heritage Group	Heritage Support for Groups - Production of a Heritage product	Publication: Local history book relating to Cranfield Graveyard and 19 th century school rolls, covering subject areas and source material not previously available in published form. This publication will provide a major source of historical information for local study and also feed into the available source material for genealogical research through publishing the 19 th Century school rolls for the district and listing the gravestone inscriptions for Cranfield Graveyard, which has been a church site since the 14 th century and contains gravestones dating from the early 1700s. The grant application is specifically to help with the cost of printing the book in October 2023.	100%	£1,000
The Clare Chorale	The delivery of an event or festival, which must be held in the Borough and open to the public.	Support to help cover the operational costs of staging a concert at the Theatre at the Mill on 27 April 2024 to mark the 21 st anniversary of the choir	70%	£1,500

Proposed by Alderman Ross

Seconded by Councillor Brady and agreed that

the Grant applications outlined above at a total cost of £3,500 be approved.

ACTION BY: Philip Magennis, Culture and Events Co-ordinator &
Leeann Murray, Arts Development Officer

5.12 AC/TH/011 EARLY CAREER PLAYWRIGHT AND DIRECTOR'S PROGRAMME

Members were advised that c21 Theatre Company were a touring theatre company based in Newtownabbey. They had designed a project to support the development of theatre playwrights and directors; a detailed proposal was circulated.

The Company had applied to the Arts Council of Northern Ireland's Lottery Project Fund to deliver this Playwright/Director Bursary Scheme in 2023/24 and had been awarded £20,000 towards the cost of this. They had asked if the Council would consider delivery of this project in partnership including a contribution of financial support of £24,000, provision of which existed in the theatres programming budget.

This project would provide two bursaries of £3,000 to aspiring playwrights and two bursaries of £1,500 to aspiring directors. Bursaries would be awarded using a competitive process and applicants must be residents of the Borough. The successful playwrights and directors would be supported to produce theatrical performances in April 2024, written and directed by them, which would be performed in one of the Council's theatres with costs of these performances covered by the remainder of the funding.

Members were advised that an outline of this proposal, in advance of its submission to the ACNI, was presented to the Borough Arts and Cultural Advisory Panel in May 2023 and received full support of the Panel.

In response to a Member's question the Director of Community Planning advised that Members would be fully involved in the process of the awarding of the bursaries.

Proposed by Councillor Lynch
Seconded by Councillor O'Lone and agreed that

a partnership with c21 Theatre Company to deliver the Playwright/Director Bursary Scheme, including a contribution of £24,000 from the theatres programming budget, be approved.

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

5.13 AC/GEN/018 LIGHT UP CIVIC BUILDINGS POLICY

Members were reminded that in July 2019, the Council agreed to form an all-party working group to decide a policy of lighting the main Council civic buildings. A Light Up Civic Buildings Policy developed by the Working Group

was approved by the Council in October 2020. It was also agreed that a review of the Policy be brought to the June 2021 Community Planning Committee meeting. A revised Light Up Civic Buildings Policy was approved at this meeting and it was agreed to carry out further reviews annually.

The Working Group met on 3 August 2023 to review the current Policy and the minutes were circulated for Members' information. It was agreed that the Light Up Policy had worked well in the previous twelve months with the Council able to show support for a variety of worthwhile charities and causes. A list of light ups delivered in 2022/2023 was circulated for Members' information. Included within this list were light ups which the Council was committed to doing each year. The annual programme of Council identified light ups was contained within the Policy under Section 5.1. These light ups represented specific occasions and dates which reflected the diversity of the Borough and common causes. The Working Group, having considered this programme, had proposed making the following changes to this Schedule:

- Removal of the light up for Her Majesty Queen Elizabeth's birthday;
- Addition of light ups for the birthdays of Their Majesties King Charles III and Queen Camilla;
- Addition of a light up for the anniversary of the establishment of the National Health Service;
- Addition of a light up for the anniversary for the outbreak of the war in Ukraine;
- Addition of a light up for International Day for Disabled People.

The revised Policy, having now been reviewed by the Working Group, was circulated for Members' information and would be reviewed again in June 2024.

Proposed by Councillor Mallon

Seconded by Councillor Kelly and agreed that

(a) the minutes of the Light Up Working Group meeting on 3 August 2023 be approved;

(b) the updated Light up Civic Buildings Policy, with a further review carried out in June 2024, be approved.

ACTION BY: Ursula Fay, Director of Community Planning

5.14 AC/TOU/004 EVALUATION OF THE LICENSING OF PAVEMENT CAFES ACT (NORTHERN IRELAND) 2014

Members were advised that correspondence had been received from the Department for Communities (DfC) (circulated).

DfC were undertaking an evaluation to help assess how and to what extent the original policy intent of the licensing scheme had been achieved. The original aim being to facilitate the controlled expansion of suitable premises

such as cafes, restaurants and pubs in support of the creation of a more vibrant day time and thriving economy and general well-being of communities.

The impact of the pandemic on the hospitality sector had highlighted the legislation. It was proposed, as the responsible body for the scheme in the Borough, that the Council respond to the evaluation on a corporate basis.

Proposed by Councillor Lynch
Seconded by Alderman Ross and agreed that

submission of a corporate response to the Department for Communities evaluation of the Licensing of Pavement Cafes Act (NI) 2014, be approved.

ACTION BY: Ursula Fay, Director of Community Planning

5.15 G/MSMO/140 COMMUNITY PLANNING COMMITTEE TERMS OF REFERENCE

Antrim and Newtownabbey Borough Council conducts its business through a traditional committee system, where business is initially considered by one of its Committees forming a key component of the Council's corporate governance framework.

In line with good governance arrangements, Terms of Reference (TOR) are required for each Committee. The previous terms TOR had been reviewed and updated to outline the Committee's core functions and define authority limits using a standardised format.

A copy of the revised draft Community Planning Committee Terms of Reference with tracked changes was circulated for approval by Members prior to publication on the Council website.

Proposed by Councillor Brady
Seconded by Councillor Lynch and agreed that

the Community Planning Committee Terms of Reference, be approved.

ACTION BY: Liz Johnston, Deputy Director of Governance

5.16 AC/HE/027 UDR MEMORIAL RANDALSTOWN

Members were reminded that it was agreed at the Community Planning Committee in January 2019 that the UDR Association erect a memorial in the vicinity of the Antrim Town War Memorial and that a Motion to the Council in January 2020 approved the installation of a memorial to the UDR in Ballyclare War Memorial Park.

Members were advised that the Randalstown Branch of the Royal British Legion installed a memorial to the UDR in the town's Memorial Garden in April 2023. They had asked if the Council might wish to consider making a

financial contribution to this in light of the support given to the installation of UDR Memorials in Antrim and Ballyclare.

On the proposal being put to the meeting and a recorded vote having been requested by Councillor Ní Chonghaile Members voted as follows:

In favour 10 Members viz	Against 3 Members viz	Abstentions 1 Members viz
Aldermen – Boyle, Michael, Ross Councillors – Brady, Dunlop, Kelly, Mallon, McWilliam, Ward and Wilson	Councillors – Ní Chonghaile, O'Lone and McGrann	Councillor - Lynch

Members' concerns opposing the financial contribution were noted.

Proposed by Councillor Wilson

Seconded by Alderman Ross and agreed that

a contribution of £1,000 to the Randalstown Branch of the Royal British Legion towards the cost of the Randalstown UDR Memorial be approved.

ACTION BY: Ursula Fay, Director of Community Planning

Deputy Mayor Councillor Kinnear left the meeting after Item 5.16.

5.17 CP/C/444 ANTRIM AND NEWTOWNABBEY SENIOR'S FORUM

Members were reminded that it was agreed at the April Community Planning Committee, to provide £15,000 in financial assistance to Antrim and Newtownabbey Seniors' Forum for 2023/24.

Members were also reminded that it was agreed at the July 2022 Council meeting that a service level agreement between the Council and Forum be developed and a quarterly performance report be brought to the Community Planning Committee.

Officers had continued to work with the Forum and Community Planning partners (NIHE, PHA, NHSCT, PSNI, NIFRS) to manage the service level agreement. A refreshed service level agreement for 2023/24 along with the Quarter 1 Quarterly Performance Report was circulated.

Members were advised that the Quarter 1 Report was based upon performance measures in the Service Level Agreement.

A Member requested that the Seniors' Forum be invited to present on their work at a future meeting of the Committee.

Proposed by Alderman Ross

Seconded by Councillor Mallon and agreed that

the Quarter 1 Quarterly Performance Report be approved.

ACTION BY: Conor Cuning, DEA Engagement Manager

5.18 CP/CP/233 COMMUNITY PLANNING CAPITAL GRANTS

Members were reminded that the Community Planning Capital Grant programme was approved by the Council in May 2022. At the August Council meeting the maximum award threshold was increased from £200,000 to £250,000.

These grants were available to local Community and Voluntary Organisations for funding for the development of new facilities or the enhancement of existing facilities that meet evidenced based need.

Members were advised that one application had been received and assessed by a panel of officers; the score awarded was circulated.

The Monkstown Boxing Club Feasibility Study was also circulated for Members' information.

Proposed by Councillor McWilliam
Seconded by Councillor Brady and agreed that

the Community Planning capital grant up to a maximum of £250,000 to Monkstown Boxing Club be approved.

ACTION BY: Stef Buchanan, Community Development Manager

5.19 CP/GR/055 EQUALITY AND DIVERSITY WORKING GROUP

Members were advised that the Council has an Equality and Diversity Working Group and it was agreed at the August Council meeting to re-establish Working Groups.

The Equality and Diversity Working Group was established in 2018 to replace the previous Good Relations Working Group with the objective of bringing together relevant Officers and Elected Members to focus on accessible services. They met on a quarterly basis and reported to the Community Planning Committee.

Over the previous term of the Council the focus of the Group widened to include all aspects of equality and diversity including but not limited to:

- Accessible Services
- Good Relations
- Inclusive Services
- Newcomer Issues
- Supporting the Vulnerable

The following membership of the Equality and Diversity Working Group is proposed for the Council term:

- Chair and Vice Chair of the Community Planning Committee
- Chair and Vice Chair of the Policy and Governance Committee
- Chair and Vice Chair of the Operations Committee
- The three Elected Member Diversity Champions (nominated at the Annual Meeting)
- The two Elected Member Mental Health Champions (nominated at the Annual Meeting)
- PEACEPLUS Partnership Chair
- Relevant Officers

Draft Terms of Reference were circulated for Members' information and it was proposed to seek the approval of the Working Group for the Terms of Reference at its first meeting which was scheduled for the end of September.

Proposed by Alderman Boyle
Seconded by Councillor Kelly and agreed that

the proposed arrangements for the re-establishment of the Equality and Diversity Working Group, including membership, be approved.

ACTION BY: Ursula Fay, Director of Community Planning

5.20 AC/HE/042 LAND PROVISION FOR SAILORS AND SOLDIERS ACT 1919

Members were advised that as part of the British Government's programme for national reform and reconstruction after the end of the Great War, provision of housing for ex-servicemen was provided for in Ireland during a time of acute housing shortage in the 1920's and 1930's. Building was initiated by the Irish Local Government Board and was continued by the Irish Sailors' and Soldiers' Land Trust. Some houses were built in the country but most in small estates near cities and towns. Designed on garden city lines they helped to set standards for working class housing.

There are 173 of these houses in the Borough which is 14% of the total built in Northern Ireland and a list of all such housing across the Borough was circulated for Members' information. The History Hub Ulster had asked the Council to consider marking the centenary period of the creation of these houses and this significant period of local history, with a small interpretive disc at the entrance to each development.

It was proposed to install such heritage signs at larger housing developments across the Borough as follows:

- Kemmill Hill Park Randalstown
- Bourlon Road Antrim
- Menin Road Antrim

- St Quentin Park Glengormley
- Ypres Park Whiteabbey
- Cambrai Park Whiteabbey

Development and installation of the heritage signs was estimated to cost a maximum of £3,000 provision of which exists in the heritage 2023/2024 budget.

Proposed by Alderman Michael
Seconded by Councillor Dunlop and agreed that

the development and installation of heritage signs at the post war servicemen housing developments as outlined, at a cost of £3,000, be approved.

ACTION BY: Ursula Fay, Director of Community Planning

5.21 ED/ED/080/VOL4 COUNCIL EVENTS PLAN

Members were reminded that an updated Council Events Plan for 2023/2024 was approved at the Council meeting in April 2023.

Members were advised that an updated plan extending to December 2024 had been circulated. Events listed for 2024 were subject to provision of budgets in the 2024/25 estimates.

The first half of this year had seen a number of major Council events carried out successfully, including:

- The first **Garden Show Ireland Spring Plant Fair** at Jordanstown Loughshore Park in April 2023, which attracted 11 horticultural traders operating 17 stalls, and an estimated 1,000 visitors
- Events to mark the **Coronation of King Charles III and Queen Camilla** in May 2023, including the visit of their Majesties to formally open the Coronation Garden at Hazelbank Park, live screenings of the coronation ceremony and the Windsor Castle concert at Antrim Castle Gardens and Jordanstown Loughshore Park which attracted more than 6,600 people, beacon lighting and flag raising ceremonies at civic buildings, and the Big Lunch at the Gateway Centre and Hazelbank Park
- The annual **Ballyclare May Fair** week, which this year was supported by the Ulster-Scots Agency and which incorporated a number of new events including An Ulster/Scotch History of Whisk(e)y night, a Cèilidh Night at the Town Hall, and an evening celebrating the Ulster-Scots tradition of hymn-writing with BBC's Mark Thompson at Ballyclare Presbyterian Church
- Events to commemorate the **225th anniversary of the Battle of Antrim** in June 2023, which attracted around 3,500 people to the town and which included a historical re-enactment of the battle in Antrim Castle Gardens, a theatrical production at the Old Courthouse and anniversary heritage tours of the key battle sites

- The annual **Garden Show Ireland Festival** in June 2023, which attracted more than 22,000 visitors and achieved a 93% satisfaction score from residents and visitors
- The inaugural **Sixmile Festival** at the Gateway Centre, Antrim Castle Gardens, The Junction Retail Park and locations in the town centre in July 2023, which attracted more than 6,000 people to the area for music, markets and entertainment and which in addition helped to double the number of visitors to The Junction

The Events Plan for the remainder of 2023 and 2024 builds on these successes and incorporates established events and innovative new events across the Borough, including:

- **Santa at Sentry:** a brand-new family festive experience at Sentry Hill Historic House running as a pilot project throughout December 2023
- The return of the **Spring Plant Fair and Garden Show Ireland** in April and June 2024
- An extension of the **Jazzy Gin** event concept piloted in 2023 with Belfast Gin School, at Antrim Castle Gardens and Sentry Hill Historic House in May and August 2024
- The return of the **Enchanted Winter Garden** at the end of 2024

The Council Events Plan would continue to be kept under review, with a further update brought to the March 2024 Community Planning Committee Meeting.

In response to a Member's query the Director of Community Planning agreed to consider suggested events around Halloween in Ballyclare for inclusion in the Events Plan 2023/24.

Proposed by Councillor McWilliam
Seconded by Councillor Ward and agreed that

the updated Council Events Plan for 2023/24 be approved.

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

5.22 CP/PCSP/088 PCSP LETTER OF OFFER & FUNDING AGREEMENT 2023/24

Members were reminded that Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP) received an annual Letter of Offer from the Joint Committee (Department of Justice and Northern Ireland Policing Board).

A formal letter of offer for £303,540 had been received (circulated) for delivery of the PCSP Action Plan in 2023/24 which is the same allocation as has been received in recent years. In addition to this, £12,500 from the Northern Ireland Policing Board was provided to fund Members' expenses and meeting allowances, which represented a reduction of £5,500 on the previous year's budget.

Council provided a contribution of £108,162 towards delivery of the 2023/24 PCSP Action Plan and that provision for this has been made within the 2023/24 estimates.

Applications had been submitted to the Northern Ireland Housing Executive towards delivery of PCSP Action Plan priority projects, namely: Community Safety Wardens Scheme, 4 Tier Security Scheme and the Summer Intervention programme, 'BEAT', successfully securing additional funding of £47,000.

Proposed by Councillor Mallon
Seconded by Councillor Dunlop and agreed that

the Letter of Offer from the Joint Committee for delivery of the 2023/24 PCSP Action Plan be approved and the additional funding secured through the NIHE Community Safety Fund be noted.

ACTION BY: Lynda Kennedy, Community Programmes Manager

5.23 CP/CD/465 CHRISTMAS FESTIVITY PROGRAMME 2023

Members were reminded that the "Let Us Light Up Your Night" Christmas themed Switch-On Programme was approved by the Community Planning Committee in September 2022 and was delivered live in each DEA and streamed online in November 2022. In total the programme attracted in excess of 12,000 attendees and 18,929 online views.

Officers had started planning for this year's events and having taken into consideration feedback from 2022, the following changes were proposed for 2023:

- All events to be delivered within the same week. Proposed dates are Saturday 18 – Saturday 25 November (excluding Sunday 19 November).
- All events, except those on Saturday 18 and Saturday 25 November will be delivered from 6-7.30pm. The Saturday events will be delivered from 4.30 – 6pm, to ensure young families can enjoy the full experience of the events.
- The switching on of the Christmas Lights would 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.
- More child-focussed activities at each site to include: fun fair rides and arts and crafts activities.
- Reintroduction of a Santa's Grotto/Santa Express Bus
- Market Stalls to be replaced by Food Traders and Confectionary Suppliers of a festive nature.
- A hybrid online viewing offer would continue at a selection of sites in order to facilitate online viewers.

The programme this year would follow a sustainability theme of "Give Our Planet a Gift This Christmas" at Our Festive Big Nights Out.

It was proposed that the following programme be delivered in each District Electoral Area as below:

- Introductory Video from Santa
- Welcome, Shout-outs and Giveaways – Host MC
- Elves Got Talent/Children's Show relating to the theme
- The Reason for the Season – A short programme of Christmas Readings, Carols and Music (includes participation from local schools)
- Arrival of Santa and Guests
- Christmas Lights Switch-On
- Headline Act – to be confirmed
- Shout-outs and Giveaways – Host MC
- Close – Host MC

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

Glengormley DEA - Lilian Bland Park

Saturday 18 November 2023, 4.30pm – 6.00pm

Airport DEA - Crumlin Leisure Centre

Monday 20 November 2023, 6.00pm - 7.30pm

Macedon DEA - Hazelbank Park

Tuesday 21 November 2023, 6.00pm- 7.30pm

Threemilewater DEA - Monkstown

Wednesday 22 November 2023, 6.00pm- 7.30pm

Antrim DEA - Market Square

Thursday 23 November 2023, 6.00pm - 7.30pm

Dunsilly DEA - Randalstown - John Street Car Park

Friday 24 November 2023, 6.00pm - 7.30pm

Ballyclare DEA - The Square Car Park

Saturday 25 November 2023, 4.30pm – 6.00pm

It was planned to launch a Kids "Make Your Own Christmas Tree Decoration from Recycled Materials" 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.

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.

The total budget available for the 2023 Christmas Festivity Programme was £104,000. The cost of delivering the programme across the 7 DEA's in November 2023 would be approximately £74,000. In addition, as in previous

years, it was proposed to provide financial assistance of £16,000 for the Senior Citizen's Christmas Event Programme and £14,000 for the Christmas Celebration Events Fund both of which will be open for applications from Monday 4 September – Thursday 21 September 2023.

The Spirit of Christmas Awards

In addition, Members were also reminded of the "Spirit of Christmas Awards" which were launched in October 2021 and continued to prove to be very popular in 2022 with 174 nominations received.

This year 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 best lit street, town or village 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
- **The Eco Angels Award** – The best festive initiative or event that demonstrates a commitment to a more sustainable Christmas
- **Mayors Award** - Most outstanding Christmas Display or Event in the Borough - Chosen by the Mayor

Nominations for this year's competition would open on Monday 13 November and close on Friday 8 December at 4pm. Awards would be presented at a Christmas themed Celebration Event to be held in the Oriel Gallery, Antrim Castle Gardens on Friday 15 December 2023.

In response to a Member's query the Director of Community Planning agreed that the Merry Christmas sign that is usually displayed at the Cenotaph be moved to Ulster Bar Corner.

Proposed by Councillor McWilliam
Seconded by Councillor O'Lone and agreed that

a) the Christmas Festivity Programme for 2023 be approved.

b) the Spirit of Christmas Awards as outlined above be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

5.24 ED/TOU/035 VISIT BELFAST FUNDING 2023–2024

Members were reminded that an annual fee of £5,000 to Visit Belfast for tourism promotion was approved at the Council meeting in February 2021. Prior to the pandemic a fee of £10,000 per annum was applied. In 2022/23 this reduced fee was increased to £7,500 in line with the gradual recovery of the region's tourism economy.

The Council is a key strategic partner of Visit Belfast who provide marketing networks for promotion of the Borough, and maintain the Visitor Information Service at Belfast International Airport.

Members were advised that Visit Belfast have requested a fee of £8,500 for 2023/24, with the expectation that fees will return to the pre-pandemic level of £10,000 in 2024/25, reflecting the recovery of passenger numbers through Belfast International Airport. From April – June this year the airport handled 1,694,780 passengers compared to 1,268,915 in the same period last year, an increase of 25%.

The benefits to the Council of this partnership include an enhanced presence at the Visit Belfast Information Desk at Belfast International Airport, priority literature racking and distribution service at the airport and at the Welcome Centre in Belfast city centre for the Councils Visitor Guide and other tourism literature, and information about the Borough's tourist attractions on digital touchscreens at Belfast International Airport and Applegreen Filling Station (M2 Northbound).

In response to a Member's question the Head of Arts, Culture, Tourism and Events agreed to provide Members with more in-depth information on what the benefits were to Council of this partnership.

Proposed by Councillor Lynch
Seconded by Alderman Michael and agreed that

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

ACTION BY: Marie-Clare McGeachy, Tourism Officer

5.25 CP/CD/499 COMMUNITY PLANNING GRANT FUNDING UPDATE – GRANT MANAGEMENT PLATFORM

Members were reminded that a review and changes to the Community Development Grant Aid Funding programme were approved at the September 2022 Community Planning Committee.

Revised changes included multi-year funding and streamlined grant applications with a view to improving the customer experience and reducing the administration time involved to enable delivery of improved community development support.

The Council uses a software package Grant Manager supplied by Decision Time to administer and deliver its community planning funding. Members were advised that Decision Time had contacted the Council to serve notice they will be withdrawing the Grant Manager platform from the market at the end of the current contract period on 31st March 2024.

Officers had been in consultation with Decision Time to explore the possibility of extending the current contract to allow for existing multi-year funded

grants to be continued but have been advised this would not be a viable option with all operations and access being discontinued from 31st March 2024. An operational cut-off date of 31st December 2023 had been provided by Decision Time for any new grant applications.

Currently 7 of the 11 Councils in Northern Ireland are using Decision Time grant management system as their main grant platform and would be impacted by this market-led decision. Officers were engaging with colleagues from other Councils in relation to alternative solutions for grant management.

Officers had established an internal working group involving Community Planning, Leisure, Economic Development, Procurement, IT & Marketing to ensure a corporate collaborative approach to procure a new grant management platform with a clear communications strategy for both external service users and internal staff users to form part of this work.

Given the scale of funding administered electronically through the Grant Manager platform, it was proposed to carry out a procurement exercise to find an alternative online platform. It was proposed to open the first call for Community Development Grant Aid for 2024 -2025 on Monday 23 October 2023 and close on Monday 4 December 2023 so that the first call of 2024-2025 Community Development grant funding could be issued through Grant Manager.

Officers would bring a further update report to a future Community Planning Committee.

Proposed by Councillor Dunlop

Seconded by Councillor O'Lone and agreed that

the opening of first call for Community Development Grant Aid for 2024 -2025 on 23 October 2023, closing on 4 December 2023, be approved.

ACTION BY: Stef Buchanan, Community Development Manager

5.26 CP/GR/169 DISTRICT COUNCIL GOOD RELATIONS LETTER OF OFFER 2023/24

Members were reminded that the draft Good Relations Action Plan 2023/24 was approved at the January 2023 Community Planning Committee subject to confirmation of 75% (£144,871.25) of the budget from The Executive Office.

Members were also reminded that it had been approved at the April 2023 Community Planning Committee that the District Council Good Relations Programme 2023-24 delivery be reduced from April – June 2023 until confirmation of a budget from The Executive Office had been received.

Correspondence (circulated) had been received from The Executive Office (TEO) offering financial assistance totalling £76,783.35 towards Council's Good Relations Programme for the period 1 April 2023 – 31 March 2024. The

TEO 2023-24 funding offer was a reduction of 47% (£68,087) from the 2022-23 funding allocation.

The Good Relations Action Plan 2023/24 is joint funded by The Executive Office (TEO) and the Council with a required match funding minimum of 25% from the Council. The overall Good Relations Action Plan 2023/24 budget is £124,192 as included in the 2023/24 estimates, a reduction of £68,087 from 2022/23.

TEO financial assistance was offered on condition that the Programme delivers its aims and objectives, reporting on outcomes and patterns of expenditure as set out in the completed and agreed Action Plan and Letter of Offer.

The funding offer was conditional upon the receipt of a revised Action Plan for 2023/24 to reflect the reduced amount of financial assistance allocated and incorporating all developmental issues identified during the assessment process and receipt of a signed Governance Statement Declaration, to be returned with the Letter of Offer. A revised budget and Action Plan had been circulated for Members' information.

Members were advised that, where appropriate, elements of the Good Relations Action Plan had been moved to the Full Dispersal Action Plan to mitigate against the budget reduction.

Proposed by Councillor McWilliam
Seconded by Councillor Ní Chonghaile and agreed that

the acceptance of £76,783.35 in funding from The Executive Office for the delivery of the Council's Good Relations Programme 2023–24 be approved.

ACTION BY: Jen Cole, Good Relations Coordinator

5.27 AC/THB/008 BALLYCLARE TOWN HALL

Members were advised that Ballyclare Protestant Boys Flute Band had made an application to hire Ballyclare Town Hall on Saturday 7 October 2023 for a concert evening. In addition, they had requested permission to apply for a license to sell alcohol at this event. The current terms and conditions of hire for the Town Hall state the following in relation to alcohol:

- Alcohol is not permitted on the premises without prior consent from the Council.

In addition, if a group wish to sell alcohol then they must seek the Council's permission to apply for a license to do this.

Members were advised that a number of previous requests to the Council seeking permission to serve and sell alcohol at functions had been approved including a request by Ballyclare Memorial Flute Band for an event in March 2023, which was approved by the Committee in January 2023.

Proposed by Alderman Ross
Seconded by Councillor Wilson and agreed that

permission for Ballyclare Protestant Boys Flute Band to apply for an alcohol licence to sell alcohol in Ballyclare Town Hall on 7 October 2023 be approved.

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

6 ITEMS FOR NOTING

6.1 CP/GEN/019 COMMUNITY PLANNING SECTION - PARTNERSHIP MINUTES

Members were advised that the quarterly update Partnership Minutes as listed below could be viewed in the electronic folder called "**Partnership Minutes for Members Information**" on Members' Ipads.

Community Development		
File Ref	Date of Meeting	Name of Partnership
D/Gen/91	-	Antrim and Newtownabbey Citizens Advice Bureau
D/CSP/48	15/12/22 29/03/23	Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP)
D/DP/67	-	Rathcoole Neighbourhood Renewal Partnership
D/DP/67	-	Grange Neighbourhood Renewal Partnership
	-	Joint Cohesion Group
CP/GR/43	-	Traveller Issues Local Government Partnership
CP/CP/	29/11/22	Community Planning Partnership

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed that

the Partnership Minutes be noted.

NO ACTION

6.2 CP/CD/443 DEPARTMENT FOR COMMUNITIES FUNDING FRAMEWORK UPDATE

Members were advised that correspondence had been received from the Department for Communities (DfC) (circulated) outlining their programme of work to update policy and funding frameworks for Voluntary and

Community Sector Support Programmes, specifically 'Advice and Debt Strand' update.

This funding covers Community Advice Services which are currently funded under the Community Support Programme with match funding provided by the Council.

The engagement process on the design of a new Independent Advice and Debt Services policy and funding framework was reaching a conclusion with the final framework anticipated for public consultation in November 2023 and new arrangements in place from April 2025.

Community Advice Antrim and Newtownabbey were currently appointed to deliver Community Advice Services. The contractual arrangements were in place from 1 April 2022 to 31 March 2025 and would not be impacted by the ongoing consultation process.

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed that

the update be noted.

NO ACTION

6.3 CP/CD/433 CENSUS 2021 RESULTS

Members were reminded that at the June 2022 Community Planning Committee the first results from Census 2021 were reported following publication on 24 May 2022. The first release of data consisted of headline population statistics by age, sex, number of households with usual residents, and communal establishment population.

On 31 May, the Census Office published additional Census 2021 main statistics tables. The tables included further detail on ethnicity, national identity, language, religion, sexual orientation, housing, qualifications, and labour market. Amongst other things, the tables included further detail on religion/national identity characteristics by age and area (Northern Ireland and Local Government District levels). Some selected topics would also be available at District Electoral Area and other smaller geographies.

In June 2023 the Census Office published an online flexible table builder system. This would allow users of Census data to build user-defined tables for the areas and topics they required.

The results and further information on Census 2021 were available on the NISRA website; www.nisra.gov.uk/Census2021

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed that

the Report be noted.

NO ACTION

6.4 CP/CP/224 BEREAVEMENT SUPPORT PAYMENT ONLINE SERVICE

Members were advised that correspondence (circulated) had been received from the Department for Communities (DfC) regarding the launch of the Bereavement Support Payment (BSP) online service.

From 15 August 2023, partners (married or in a registered partnership) dealing with bereavement could now claim Bereavement Support Payment (BSP) via an online service, which was available on the NI Direct website at: www.nidirect.gov.uk/articles/bereavement-support-payment

The Bereavement Support Payment provided financial support to people for a period after the death of a partner. The bereaved does not need to be in receipt of benefit or on a low income to apply. Payments are tax-free, however in some circumstances they may be treated as savings for other benefit(s).

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed that

the Report be noted.

NO ACTION

6.5 CP/GR/172 GOOD RELATIONS WEEK 2023

Members were advised that Good Relations Week 2023 would run from 18 to 24 September 2023. The initiative was co-ordinated regionally by the Community Relations Council and supported by the Northern Ireland Executive's, Together Building a United Community Strategy.

The theme for Good Relations Week this year was 'Together' and would embody the spirit of togetherness and highlight peace-building and cultural diversity efforts to tackle sectarianism, racism, and inequality across the region.

The Council's Good Relations Team would host a number of activities through the Good Relations Action Plan during Good Relations Week, to include;

Date	Activity
19 th Sept	Staff 'Together' event 1pm – 2pm, Mossley Mill. The event will promote International Sign Language Day and Good Relations delivery across Council sections. Delivered in collaboration with Human Resources.
20 th Sept	Let's Connect Championships, Football Tournament, Valley Leisure Centre, 10am – 2pm.

21 st Sept	Staff 'Together' event 10am – 11am, Antrim Civic Centre. The event will promote International Sign Language Day and Good Relations delivery across Council sections. Delivered in collaboration with Human Resources.
21 st Sept	Movie Showings – The Courtyard Theatre, Ballyearl 4pm Encanto 7.30pm Hidden Figures
23 rd Sept	African Drumming and Storytelling, in collaboration with Libraries NI, 10am – 12pm Antrim Library, 10 Railway St, Antrim BT41 4AE
27 th Sept	T:BUC Trees event, details to be confirmed.
28 th Sept	Movie Showings – The Old Courthouse, Antrim 4pm Song of the Sea 7.30pm Belfast

Members were reminded that provision had been made for the Good Relations Week in the budgets as part of the Good Relations Action Plan 2023/24. All activities would be free of charge.

Further information about all the activities planned for Good Relations Week could be found at www.goodrelationsweek.com

Proposed by Councillor Dunlop

Seconded by Councillor Brady and agreed that

the Report be noted.

NO ACTION

6.6 CP/GR/164 HOLOCAUST MEMORIAL PROGRAMME 2023

Members were reminded that the Holocaust Memorial Programme 2023 was approved at Community Planning Committee in December 2022 and delivered by Impact Network NI through the Council's Good Relations Programme.

The programme aimed to promote an understanding of the impact of hate, division and inequality through the exploration of the Holocaust and other genocides, working to address issues around sectarianism and racism. The programme involved a series of facilitated workshops and an overseas study visit to Poland.

Participation was sought from Elected Members and Community representatives from across the Council, and efforts were made to ensure a balanced representation from across all DEA's. The Programme evaluation was circulated for Members' information.

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed that

the Report be noted.

NO ACTION

The Chairperson advised that the undernoted supplementary report would be taken at this point of the meeting.

SUPPLEMENTARY REPORT

6.7 PK/GEN/181 WHEELWORKS ARTS

Members are advised that a request has been received from Wheelworks Arts requesting permission to deliver a cross community youth creative arts programme in Lilian Bland Park and the old Glengormley Police Station site one night per week from September 2023 to March 2024.

Wheelworks Arts 'Future Focus Plus' aims to recruit 40 participants 'At Risk' young people aged 12-17 years and then support and guide 30 cross-community participants to develop as Young Peer Leaders within the two communities in New Mossley and Glengormley areas of Newtownabbey.

The emphasis is expanding cross-community connections, promoting good relations and understanding conflict management using youth-led participatory activities with creative mediums such as traditional arts and digital technology.

WheelWorks Arts have a self-powered ChillCart that will be used for the delivery of this project, there is no requirement for use of facilities or services at either site, and at no cost to the Council. This request will be administered through the Parks normal booking policy and procedures.

In response to a Member's question the Director of Community Planning confirmed that the participants selected would be equally representative of the Borough.

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed

that the report be noted.

NO ACTION

The Chair advised that AOB would be taken at this point of the meeting.

8 ANY OTHER BUSINESS

A Member's request that officer bring back a report on how best to support

Organisations within the Borough who fall outside current funding schemes, was noted.

ACTION BY: Ursula Fay, Director of Community Planning

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Mallon
Seconded by Councillor Brady and agreed

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

7 ITEMS IN CONFIDENCE

7.1 IN CONFIDENCE AC/GEN/010 BOROUGH ARTS AND CULTURAL ADVISORY PANEL CONSTITUTION AND MEMBERSHIP

Members were reminded that the establishment of the Borough Arts and Cultural Panel for the Council term was approved at the Council meeting in June 2023.

The continued service of the current Panel independent members for the next term of the Council, as well as the recruitment of up to four independent members to fill vacant spaces, was approved at the Community Planning Committee in March 2023. At this meeting a revised Borough Arts and Cultural Advisory Panel constitution was also approved. The constitution provided for one Elected Member from each political party and up to twelve non-elected independent members to form the Panel's membership.

Since the meeting of the Committee in March two independent members had resigned creating six vacant independent member positions on the Panel. A recruitment exercise to fill all six vacancies on the Panel had been carried out and the following applicants were deemed suitable and proposed as new independent members of the Panel:

- Angela Turkington: artist from Whitehead specialising in textile design. Angela had run art classes for the Council, and recently designed the Council's Coronation Robe.
- Stephen McCracken: tourism professional from Antrim with expertise in cultural festivals and heritage. Stephen had previously worked with the Council on heritage tours, including those this year to commemorate the Battle of Antrim anniversary.
- Stephen McCourt: Newtownabbey based event organiser with experience in festival management and cultural events.
- Julie Daly: currently Head of Finance and Business Management at the Ulster Orchestra, and Board member of several arts and cultural organisations in Northern Ireland.

- Jim Montgomery: former Councillor from Antrim, with extensive knowledge of current issues affecting the arts, and six years' experience on the Borough Arts and Cultural Advisory Panel.
- Beth Aiken: former member of the Borough Arts and Cultural Panel from Ballyclare, with extensive experience in classical music and arts education.

Proposed by Councillor McWilliam
 Seconded by Councillor Lynch and agreed that

the appointment of the six individuals as proposed to serve as independent members of the Borough Arts and Cultural Advisory Panel for the Council term be approved.

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

7.2 IN CONFIDENCE AC/MU/003 MUSEUM AT THE MILL AND SENTRY HILL – UK MUSEUM ACCREDITATION

Members were advised that the Council had been a member of the Northern Ireland Museums Council (NIMC) for a number of years.

The NIMC was the lead body supporting local museums across Northern Ireland and a non-departmental public body sponsored by the Department for Communities (DfC).

Both Sentry Hill and Museum at The Mill had, prior to the pandemic, participated in the UK Museum Accreditation Scheme which was administrated in Northern Ireland by the NIMC. The Accreditation Scheme is the UK industry standard for museums and galleries.

Officers had been engaging with the NIMC since July 2022 in relation to the post pandemic recovery of the Council's museum service, namely Sentry Hill and Museum at The Mill. In response to a request for the assistance of NIMC in relation to maintaining accredited status, the Council was advised by the NIMC in April 2023 that the accredited status of Museum at The Mill be revoked and that Sentry Hill status be downgraded to Provisional given changes to service delivery as a result of the pandemic.

In response to this, correspondence was sent to NIMC in May 2023 in consultation with the Chair of the Borough Arts and Cultural Advisory Panel Councillor Billy Webb MBE JP (circulated). DfC were also updated in relation to the Council's position.



Proposed by Alderman Ross

Seconded by Councillor Mallon and agreed that

the Report be noted.

ACTION BY: Ursula Fay, Director of Community Planning

7.3 IN CONFIDENCE CP/CD/289 DUNANNEY CENTRE – TENANCY REQUEST

Members were reminded that there were a number of rentable offices in the Dunanney Centre. Rent was approved at a cost of £■■■■ per square metre per annum at the Council meeting on 26 February 2018.

Room 28 had become available on the first floor with an annual rent of £■■■■ per annum. The room would be available from 1st October 2023. Three applicants who had previously expressed an interest in tenancy at Dunanney Centre had been invited to apply for tenancy for the room. Applications had been received from all three organisations listed;

- Rathcoole Crew

This was the first occasion that tenancy requests had been received by more than one group. In the absence of criteria, it was proposed to apply the suitability criteria below to all community centres tenancies where demand exceeded availability.

Suitability criteria applied in order:

1. Organisation is based in the Borough
2. Organisation is working in the DEA convenient to community centre / tenancy applied to
3. Community Development or Community Service provision is a core role of the organisation
4. Organisation does not have access to office space.

Officers had applied the criteria to the applicants and have identified Rathcoole Crew as meeting all 4 criteria for tenancy and key holder status within room 28 Dunanney Centre.

Proposed by Councillor Mallon

Seconded by Councillor Ward and agreed that

the tenancy and keyholder option for room 28 in Dunanney Centre from 1st October 2023 for 1 year at a cost of £■■■■ per annum for Rathcoole Crew, be approved.

ACTION BY: Paul Townsend, Community Facilities Coordinator

7.4 IN CONFIDENCE CP/CF/001 COMMUNITY FACILITIES REVIEW

Members were advised that there were ten community facilities owned and operated by the Council as follows:

- Greystone Community Centre
- Muckamore Community Centre
- Parkhall Community Centre
- Rathenraw Community Centre
- Stiles Community Centre
- Northern Ireland Centenary Community Centre Ballyduff
- Dunanney Centre
- Mossley Pavilion
- Lillian Bland Pavilion
- Neillsbrook Community Centre

There were a further two Council owned community facilities, Monkstown Jubilee Centre and The Sovereign Complex Rathfern which were operated by community organisations through a Service Management Agreement.

This arrangement had been shown to be a more efficient model of community centre operation with both Monkstown and Rathfern facilities operating with an annual grant of £45,000 per annum, which was less than the annual cost of the Council operated facilities, whilst also achieving increased use of the facilities.

Members were advised that it was approved by the Council in May 2018 to initiate an Expression of Interest (EOI) process across the Borough to determine interest from other Community organisations in Service Management Agreements to operate Community Centres.

This process was disrupted by the pandemic in early 2020 and recommenced in 2022 with the appointment of Impact Network NI to deliver a Community Capacity Building exercise with the six community organisations who had submitted Expressions of Interest in the process. The evaluation of the Community Capacity Building exercise and this was circulated for Members' information.

Upon completion of the Community Capacity Building Programme, two community organisations proceeded to work with Impact Network NI on their Business Case Models, namely:

- Ballyduff Community Redevelopment Group
- Muckamore Parish Development Association

These organisations had expressed interest in operating the Northern Ireland Centenary Community Centre Ballyduff and Muckamore Community Centre respectively.

The purpose of this stage in the process was to determine the capacity of both organisations through development of robust business plans to operate their respective facilities through a Service Management Agreement.

Muckamore Parish Development Association who had been at an advanced stage in development of their business plan have advised that

they would like more time to carry out this work and develop their capacity to operate under a Service Management Agreement.

The Ballyduff Community Redevelopment Group have completed their business case (circulated) which sets out their capacity to operate the Northern Ireland Centenary Community Centre Ballyduff under a Service Management Agreement for an annual grant of £15,000. This represents a saving of £35,000 based on the 2022/2023 accounts.

In response to a Member's query the Head of Community Planning confirmed that a further report on the service management agreement would be brought back to a future Committee.

Proposed by Councillor Brady
Seconded by Councillor Mallon and agreed that

a Service Management Agreement with Ballyduff Community Redevelopment Group to operate the Northern Ireland Centenary Community Centre Ballyduff for an initial 12-month trial period, including an annual grant of £15,000, be approved.

ACTION BY: Ronan McKenna, Head of Community Planning

7.5 IN CONFIDENCE CP/GR/171 ASYLUM FULL DISPERSAL FUNDING UPDATE

Members were reminded that The Executive Office (TEO) Memorandum of Understanding for full asylum dispersal funding of £88,478 was approved at the Committee in April 2023. The aim of the funding was to develop capacity and infrastructure to meet the needs of asylum seekers and promote integration within the Council area. A proposed Action Plan for 2023/24 was reported to the Committee in February 2023.

The Full Dispersal Action Plan included the delivery of a series of Let's Connect Events to increase connectivity within the Borough between community, voluntary and statutory sector organisations, asylum seekers, newcomers and the local community. The series was made up of several events and engagements taking place during the funding period to March 2024.

The first event of the Let's Connect Series was delivered on 29 June at The Courtyard Theatre for community, voluntary and statutory organisations providing support to newcomers, with the aim of increasing awareness, sharing practice, networking and building connections through interactive engagement methods. Over 65 cross sector attendees took part. A second Let's Connect event was anticipated to take place in the Autumn and further information would be circulated in due course.

A series of English for Speakers of Other Languages (ESOL) tuition was currently being delivered in partnership with community partners in Mallusk and Whiteabbey, with additional sites in Antrim and Glengormley identified

for future delivery based on feedback from the scoping exercise with delivery to be completed by December 2023.

Proposed by Councillor Lynch
Seconded by Councillor Wilson and agreed that

the report be noted.

NO ACTION

7.6 IN CONFIDENCE AC/TOU/005 AUGMENTED REALITY TRAILS

Members had agreed, as part of the implementation of the Tourism Action Plan, to the creation of an Augmented Reality App for trails around the Borough, beginning with 2 trails which are detailed below.

Trail 1 – Newtownabbey Loughshore Trail

Starting with the Newtownabbey Loughshore trail, there is a combination of nature and heritage narrative. For instance the Newtownabbey Trail would start at Gideon's Green which has a nature reserve and the White House, allegedly the oldest building in Greater Belfast and landing point for King William of The Battle of the Boyne fame.

It would then take people along the coast where there were historic features such as bathing turrets dating back to the Victorian era in Hazelbank Park, The Park itself has some historic residences, as well as an old pier in Whiteabbey, the Trail passes along Belfast Lough where the Titanic would have sailed out of Belfast. The history of linen in the area could also be drawn out along the trail. The Trail would finish in Jordanstown where there is public art and the history associated with Whiteabbey Village to be explored.

Trail 2 – Antrim Loughshore Trail

Starting at Barbican Gate, there was the history of that feature and all of the garden's history where the Trail first passes through. The trail then goes along the river through to the Gateway Centre and then into Rea's Wood. There was a great deal of content along the way to inform the narrative in terms of Lough Neagh, Finn McCool, the Torpedo Platform in the Lough, the new pier, and all of the biodiversity and nature that forms part of the journey.

The AR trails would draw visitors from across Northern Ireland and beyond and achieve the following:

- Creation of positive publicity and profile for the Council
- Enhanced tourism offer which will bring new visitors to the Borough along with economic benefits especially the ongoing regeneration of Antrim Town

Costs for the design and build would be capitalised.

It was anticipated that the project would be completed by Spring 2024.

To implement the project it was recommended that Peel X be engaged via the Direct Award procurement process. The procurement was the creation of a unique offering. Peel X are an experienced provider of similar projects and officers are content that their quotation represented value for money.

Proposed by Councillor Kelly

Seconded by Councillor Dunlop and agreed that

(a) the design and build of 'Augmented Reality Trails at Loughshore, Whiteabbey and Antrim Castle Gardens' of an estimated cost of £ [REDACTED] be approved;

(b) the appointment of Peel X via Direct Award to design and build the project be approved.

ACTION BY: John Balmer, Deputy Director of Finance &
Simon Goldrick, Head of Arts, Culture, Tourism & Events

The Chairperson advised that the undernoted in-confidence supplementary report would be taken at this point of the meeting.

SUPPLEMENTARY REPORT

7.7 IN CONFIDENCE - AC/GEN/106 RECOVERY OF CATERING SERVICES AT ANTRIM CASTLE GARDENS AND THE GATEWAY VISITOR CENTRE

Members were reminded that an update to the insolvency of Loughshore Restaurant Ltd and impact upon delivery of catering services at Antrim Castle Gardens and The Gateway Visitor Centre was noted at the August Council meeting. At this meeting it was agreed that delegated authority be granted to the Chief Executive to award catering contracts, once evaluation exercises had been completed, for The Boathouse, The Little Swan and Diana's Tearooms. It was also agreed that an update report on the contract awards be brought to the Committee in September for noting.

Members were advised of the following contract awards:

1. The Little Swan and Diana's Tearooms

Quotations from two of the Council's existing coffee shop contractors to operate The Little Swan and Diana's Tearooms were evaluated and the following awards approved by the Chief Executive:

Diana's Tearooms – Mann Catering – for a fee of £ [REDACTED] monthly

The Little Swan – Parkgate Farm Country Catering – for a fee of £ [REDACTED] monthly

Trading at both locations had commenced through mobile units whilst necessary work to make the buildings fully operational was completed. This would enable full recovery of services from both facilities.

Contracts had been awarded on an interim basis for a minimum three-month period. A full procurement exercise would be carried out to award contracts on a longer term basis, the outcome of which would be reported to a future meeting.

2. The Boathouse Restaurant

Following advertisement of the opportunity and a two stage procurement process Vision and Kernal Catering had been appointed to operate The Boathouse Restaurant for a five-year term for a fee of £[REDACTED] plus capital investment of £100,000.

Officers would work with this company to achieve recovery of the restaurant service at the earliest opportunity with an opening date of 28 September anticipated.

Proposed by Councillor Kelly
Seconded by Alderman Michael and agreed that

the report be noted.

ACTION BY: Ursula Fay, Director of Community Planning

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Brady
Seconded by Councillor Mallon and agreed

that the remainder of Committee business be taken in Open Session.

The audio recording re-commenced and there being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 8.24pm.

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.