



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING COMMITTEE
HELD IN MOSSLEY MILL ON MONDAY 13 NOVEMBER 2023 AT 6.30 PM**

- In the Chair** : Councillor T McGrann
- Committee Members (In person)** : Aldermen - L Boyle and S Ross
Councillors – M Brady, P Dunlop, N Kelly, R Lynch, B Mallon, M Ní Chonghaile, S Ward and S Wilson.
- Committee Members (Remote)** : Councillor A O'Lone
- Non Committee Members (In Person)** : Councillors M Cooper and B Webb
- Non Committee Members (Remote)** : Councillor Gilmour
- Officers Present (In person)** : Director of Community Planning – U Fay
Head of Community Planning – R McKenna
Head of Arts, Culture, Tourism & Events – S Goldrick
IT Systems Support Officer – C Bell
Member Services Officer – S Boyd
Member Services Officer – C McGrandle
- Officers Present (Remote)** : Chief Executive – R Baker

CHAIRPERSON'S REMARKS

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

1 APOLOGIES

Alderman J McGrath
Councillor V McWilliam

2 DECLARATIONS OF INTEREST

Item 3.10 Councillor Wilson
Item 3.19 Councillor Cooper

3 ITEMS FOR DECISION

3.1 CP/CP/214 ARMED FORCES DAY 2024

Members were reminded that the delivery of Armed Forces Day 2024 on Saturday 22 June 2024 was approved at the June Council Meeting and it was agreed to establish a Working Group. The second meeting of the Working Group was held at Mossley Mill on Wednesday 18 October 2023 and the minutes were circulated for Members' information.

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed that

the minutes of the Armed Forces Working Group meeting of 18 October 2023 be approved.

ACTION BY: Ursula Fay, Director of Community Planning

3.2 AC/GEN/004 ELECTED MEMBERS' MEETING ROOM BOOKING POLICY

Members were reminded that the Council had a range of meeting rooms, function rooms and event spaces which are available for corporate and community hire in its facilities including both Civic Centres, Leisure Centres, Theatres and Community Facilities. These spaces were regularly used for Council business including by Elected Members for constituency business.

At the Community Planning Committee in June 2019 an Elected Members' Meeting Room Booking Policy covering all Council facilities was approved and due for review in 2023.

The Policy had now been reviewed and the revised draft policy was circulated for Members' information.

The following policy terms were highlighted for information:

- The Policy applies to all meeting and event spaces in Council facilities;

- All spaces were available at no cost to Elected Members (subject to availability) for constituency meetings as well as large issue based meetings;
- If spaces were booked by Elected Members for large issue based constituency business the event must be open to all residents and Elected Members;
- Spaces in Arts and Culture facilities, including both Civic Centres and Ballyclare Town Hall were available for use by Elected Members at standard hire charge for single party political use;
- Spaces in the Council's Leisure Centres and Community Facilities could not be booked for single party political use;
- All costs for hospitality were chargeable and must be booked in advance;
- Mobile constituency offices or party political vehicles are not permitted in the external environments of Council facilities.

A Section 75 Screening Exercise was carried out in 2019 and there was no need to carry out an Equality Impact Assessment. The outcome of the Screening Exercise was approved by the Committee in June 2019. Given that minimal revisions had been made to the Policy it was not proposed to carry out another Screening Exercise.

Proposed by Councillor Wilson

Seconded by Councillor McGrann and agreed that

the revised Elected Members' Meeting Room Booking Policy be approved.

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

3.3 CP/CP/236 VETERANS CHAMPION STRATEGY AND ACTION PLAN

Members were advised that the Council had a designated Veterans Champion which was a nominated position of responsibility. At the Annual Council Meeting in May 2023 Councillor Bennington was appointed as the Council's Veterans Champion for the term of the Council.

The Council's Veterans Champion role was to assist the Chief Executive and Elected Members to work with organisations that support ex-servicemen and women and act as a first point of contact for veterans in the Council area who require support. The Council's Veterans Champion also linked closely with the Northern Ireland Veterans Commissioners Office and the Commissioner Danny Kinahan who was appointed by the Secretary of State for Northern Ireland.

The Council's Veterans Champion, in consultation with the Veterans Commissioners Office and other stakeholders, had developed a Veterans Champion Strategy and Action Plan for 2023 to 2027, which was circulated for Members' information.

Proposed by Councillor Wilson

Seconded by Councillor Brady and agreed that

the Veterans Champion Strategy and Action Plan for 2023 to 2027 be approved.

ACTION BY: Ursula Fay, Director of Community Planning

3.4 AC/EV/025 BALLYCLARE MAY FAIR

Members were advised that the Ballyclare May Fair Working Group met on 13 September in Ballyclare Town Hall to commence planning for the May Fair 2024. The second meeting was held on 25 October 2023 and the minutes of the meeting were circulated for Members information.

Proposed by Alderman Boyle
Seconded by Councillor Wilson and agreed that

the minutes of the May Fair Working Group meeting of the 25 October 2023, be approved.

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

3.5 CP/CD/453 ARMED FORCES COVENANT

Members were advised that the Armed Forces Covenant was a pledge to acknowledge and understand that those who serve or had served in the Armed Forces and their families should be treated with fairness and respect in the communities, economy and society they served. There were two principles of the Covenant:

- Those who serve, regular or reserve, veterans, and their families should face no disadvantage compared to other citizens in the provision of public services;
- Special consideration was appropriate in some cases especially for those who had been injured or bereaved.

By signing the Covenant, the Council was recognising those who were or who had performed military duty and the value of their contribution.

The Armed Forces Covenant was implemented differently in Northern Ireland (NI) than the rest of the UK due to structural and legal specifics that applied in NI, not least the fact that Council's in NI do not hold the same responsibilities for public services such as health, education and housing as those in the rest of the UK.

Whilst the needs of serving personnel and their families in NI were met by statutory bodies Covenant and welfare support for Armed Forces personnel were co-ordinated through 38 (Irish) Brigade in Lisburn.

A Guide for Local Authorities about how to deliver the Covenant in NI was circulated for Members' information.

The Council's Veterans Champion was available as a first point of contact to serving personnel and veterans seeking support and engaged with 38 (Irish) Brigade to do this.

The following Councils had already signed the Armed Forces Covenant:

- Ards and North Down Borough Council
- Armagh, Banbridge and Craigavon Borough Council
- Lisburn and Castlereagh City Council
- Mid and East Antrim Borough Council
- Causeway Coast and Glens Borough Council

It was proposed that the Council signed the Armed Forces Covenant and committed to acknowledge, support and understand the needs of those, and their families, who were serving or had served in the Armed Forces.

Members were also advised that Danny Kinahan, the first Veterans Commissioner for Northern Ireland, was appointed to the role by the Secretary of State for Northern Ireland in 2020.

The NI Veterans Commissioner's office provided a voice for NI Veterans. It was proposed to invite the Veterans Commissioner to a future meeting of the Committee to make a presentation outlining his role and that of his office.

Proposed by Alderman Ross
 Seconded by Councillor Mallon

(a) the signing of the Armed Forces Covenant by the Council be approved;
(b) the issue of an invitation to the Northern Ireland Veterans Commissioner to make a presentation to the Committee be approved.

A further proposal was then put to the meeting

Proposed by Councillor Ní Chonghaile
 Seconded by Councillor O'Lone that the item be deferred in order to allow time for the document to be reviewed

A recorded vote was requested by Alderman Ross, Members voted as follows:

In favour of the Proposal Members viz 3	Against the Proposal Members viz 9	Abstentions Members viz 0
Councillors McGrann, Ní Chonghaile and O'Lone.	Aldermen Boyle and Ross Councillors Brady, Dunlop, Kelly, Lynch, Mallon, Ward and Wilson	

On the proposal being put to the Committee, 3 Members voted in favour, 9 against and 0 abstentions and

the proposal was declared not carried.

The original proposal was then put to the meeting

Proposed by Alderman Ross
Seconded by Councillor Mallon that

(a) the signing of the Armed Forces Covenant by the Council be approved;
(b) the issue of an invitation to the Northern Ireland Veterans Commissioner to make a presentation to the Committee be approved.

On the substantive proposal being put to the meeting 9 Members voted in favour, 3 against and 0 abstentions and it was agreed that

the substantive proposal be declared carried.

ACTION BY: Ursula Fay, Director of Community Planning

3.6 ED/ED/080/VOL4 COUNCIL EVENTS PLAN

Members were reminded that an updated Council Events Plan for 2023/2024 was approved at the September Community Planning Committee.

The Plan included the following two Garden Show Ireland event proposals:

- **Spring Plant Fair** 13 April 2024 at Jordanstown Loughshore Park; **Free**
- **Garden Show Ireland Festival** 14 to 16 June 2024 Antrim Castle Gardens; Adults £10, Concession £8, Under 16's Free

As part of ongoing service and financial reviews it was proposed to make the following changes to both events:

- Relocate the Spring Plant Fair to the Civic Square at Mossley Mill which reduced significantly costs of the event given the car parking and other facilities available at the Mill. The Mill setting also created an opportunity to both weather proof the event and also enhance the visitor experience;
- Increase the ticket prices for Garden Show Ireland to £12.50 for an Adult, £10 for Concession with under 16's free. Current ticket prices had been unchanged since first delivery of the event in the Borough in 2014. In addition, it was proposed to provide one free Adult or Concession ticket for every group of ten booked, which created an opportunity to promote the event to bus and coach tour partners.

Proposed by Councillor Lynch
Seconded by Councillor McGrann and agreed that

the proposed changes to the delivery of Garden Show Ireland Spring Plant Fair and Festival as outlined be approved.

ACTION BY: Ursula Fay, Director of Community Planning

3.7 AC/EV/013 D-DAY 80TH ANNIVERSARY – 6 JUNE 2024

Members were advised that the 6 June 2024 marks the 80th Anniversary of D-Day when Allied Forces made the largest amphibious invasion ever witnessed. D-Day was the largest naval, air and land operation in history and marked the start of the end of the Second World War.

On 6 June 1944 Operation Overload saw around 4,000 ships and landing craft set down 132,500 troops on Normandy beaches, an action that would lead to the liberation of North West Europe from Nazi occupation.

The Council had been asked to participate in a UK wide Lighting of Beacons at 9.15pm on Thursday 6 June 2024 to celebrate the 'Light of Peace' that emerged out of war.

It was proposed that two beacons are lit on 6 June 2024 in Mossley Mill and Antrim Castle Gardens by the Mayor and Deputy Mayor with the Lord Lieutenant and a Deputy being invited to attend.

Members are also advised that Officers will develop D-Day related content such as theatrical performance and exhibition for inclusion in the 2024 Spring/Summer Cultural Programme of activities. Armed Forces Day 2024 was being held in Jordanstown Loughshore Park on 22 June 2024 and the 80th anniversary of D-Day will form part of the theme for this regional event.

Following a request from a Member to consider replicating events which had been carried out in each DEA for the Kings Coronation, the Director of Community Planning advised that this would be looked into and a further report would be brought back at a later date.

Proposed by Councillor Wilson

Seconded by Alderman Ross and agreed that

the ceremonial lighting of beacons at Mossley Mill and Antrim Castle Gardens at 9.15pm on Thursday 6 June 2024 be approved; and that a further report be brought back at a later date on replicating events across DEA's.

ACTION BY: Ursula Fay, Director of Community Planning

3.8 AC/GEN/083 HISTORIC DANCE COSTUME DONATION

Members were reminded that in March 2023 Theatre at The Mill hosted an exhibition of vintage Irish Dance costumes some of which date from the 1930's. The costumes have been donated over the years by dancers from the East Antrim area where Irish Festival Dancing is a thriving art form and part of the Borough's cultural heritage.

This exhibition attracted significant interest from across the Borough and beyond.

The custodian of the costumes is a former resident of Ballyclare and has recently contacted the Council and asked if the Council would consider the acceptance of the costumes as a donation to the heritage collection in return for providing safe storage for the costumes and delivery of additional exhibitions and display in the future. There is capacity within the Theatre at The Mill costume store to provide storage for approximately 30 costumes. Given the positive response to the exhibition in 2023 there is potential to host the costume exhibition at other cultural venues such as Ballyclare Town Hall and Clotworthy House.

It was proposed that the donation of approximately 30 Irish Dance costumes by a former resident is accepted with the costumes to be stored in Theatre at The Mill and used for exhibitions in the future.

Proposed by Alderman Ross
Seconded by Councillor Brady and agreed that

the acceptance of the offer of approximately 30 Irish Dance costumes to be used for exhibition purposes in the future and kept in secure storage in Theatre at The Mill, be approved.

ACTION BY: Ursula Fay, Director of Community Planning

3.9 CP/PP/006 PEACEPLUS PARTNERSHIP MINUTES

Members were reminded that the PEACEPLUS Partnership operates as a Working Group of Council. Two meetings were held in October and the minutes of the meetings of 10 October 2023 and 24 October 2023 were circulated for Members' approval.

Proposed by Councillor Dunlop
Seconded by Councillor Wilson and agreed that

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

ACTION BY: Julia Clarke, Peace Programme Coordinator

3.10 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 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 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 would be withdrawn.

During the month of October three applications totalling £3,000 were received and assessed by Officers a full list of which was circulated for Members' information.

Proposed by Councillor Kelly
 Seconded by Councillor Lynch and agreed that

the three Small Grant applications be approved at a total cost of £3,000.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

3.11 CP/CP/178 DEA MEMBER ENGAGEMENT GROUP MINUTES

Members were reminded that the DEA Member Engagement Groups are a central part of the Community Planning engagement framework. The first round of DEA Member Engagement meetings of the new Council term has recently taken place and draft minutes for the seven DEA Member Engagement Groups were circulated for Members' information, these will be formally adopted at the next meetings of the DEA groups, following approval by the Council.

Community Planning Section – DEA Member Engagement Group Meetings		
File Ref	Date of Meeting	Name of Partnership
CP/CP/168	4 October 2023	Airport DEA Member Engagement Group
CP/CP/169	5 October 2023	Antrim DEA Member Engagement Group
CP/CP/170	11 October 2023	Ballyclare DEA Member Engagement Group
CP/CP/171	12 October 2023	Dunsilly DEA Member Engagement Group
CP/CP/172	17 October 2023	Glengormley DEA Member Engagement Group
CP/CP/173	18 October 2023	Macedon DEA Member Engagement Group
CP/CP/174	19 October 2023	Threemilewater DEA Member Engagement Group

At each meeting Members approved the revised Community Planning corporate governance framework, a copy of which was circulated for Members' information. Members were advised that the Outcome Delivery

Groups play a key role in the delivery of the key strands of the Corporate Plan and Community Plan. The Groups were operating as follows:
Our Planet - Sustainability Working Group – Meets quarterly with terms of reference approved by the Operations Committee in September 2023, copy circulated.

Our Place - Parks and Open Spaces Working Group – Meets every two months and membership arrangements for the Council term approved at the June 2023 Council Meeting. Draft terms of reference to be presented to next working group meeting.

Our People - Equality and Diversity Working Group – Meets quarterly with terms of reference approved by the Community Planning Committee in September 2023, copy circulated.

Our Prosperity – Our Prosperity Outcome Delivery Group - Meets monthly, (or otherwise agreed), with draft Terms of Reference circulated for Members information.

Proposed by Alderman Boyle
Seconded by Councillor Lynch and agreed that

**(a) the draft minutes of the DEA Member Engagement Groups be approved;
(b) the draft Terms of Reference for the Parks and Open Spaces Working Group be developed and the Our Prosperity Draft Terms of Reference be approved.**

ACTION BY: Conor Cuning, DEA Engagement Manager

3.12 AC/GEN/010 BOROUGH ARTS AND CULTURAL ADVISORY PANEL

Members were reminded that the Borough Arts and Cultural Advisory Panel met quarterly and is made up of one Elected Member from each political party and up to 12 non-elected Independent Members. The Chair of the Panel is elected at the start of each Council term from the Elected Members, and the Vice Chair is elected from the Independent Members.

The Panel met on 24 October 2023 at Mossley Mill, and elected Councillor Webb as Chair and Siobhan McGuigan as Vice Chair of the Panel for the Council term.

The minutes of this meeting were circulated for Members' information. At the meeting the Panel was presented with the theatre programmes (circulated) for Winter/Spring 2024 which were approved.

Proposed by Councillor Lynch
Seconded by Councillor McGrann and agreed that

the minutes of the Borough Arts and Cultural Advisory Panel of 24 October 2023 and the Winter/Spring 2024 programmes for the three theatres be approved.

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

**3.13 CP/CP/169 THE OLD COURTHOUSE THEATRE PLANNING APPLICATION
LA03/2023/0722/F**

Members were advised that the Council had received a planning application for the development of the former First Trust Bank at 50 – 52 High Street Antrim to ground floor restaurant and first floor office space. The Council had been identified for notification given the proximity of The Old Courthouse Theatre. A copy of the correspondence was circulated for Members' information.

Having reviewed the application Officers considered that this development would not have a detrimental impact upon The Old Courthouse Theatre and it was proposed to make no objection to the application.

Proposed by Councillor Kelly
Seconded by Councillor Lynch and agreed that

no objection be made to planning application LA03/2023/0722/F.

ACTION BY: Ursula Fay, Director of Community Planning

3.14 CP/CC/009 MUCKAMORE COMMUNITY CENTRE – MAIN HALL ROOF

Muckamore Community Centre is located in Antrim and accommodates Muckamore Community Playgroup along with a number of regular activities including martial arts, indoor bowls, scouts, upholstery design and outdoor football.

The building was approximately 50-60 years old and the roof in the main hall had deteriorated over time, which had resulted in numerous leaks during wet weather. As a result, the main hall was no longer safe to use during wet periods and main hall bookings at the Centre had been relocated and/or cancelled, resulting in inconvenience to customers and lost income of approximately £1,300 per month.

Officers arranged for a technical assessment to be carried out on the roof by an external consultant, which took place on 14th September 2023 and this report was circulated for Members' information.

The main outer roof of the centre comprised of a pre-cast concrete portal frame supporting composite panel roofing sheets internally and composite cladding sheets externally on profiled pre-cast concrete purlins. The inner & outer cladding had been identified as asbestos containing materials (ACM). Over the years the rubber washer securing the fixings had been weathered which had led to water ingress when there was any level of rainfall. The existing roof had potentially reached the end of its life. As the existing roofing surface contained asbestos any replacement required asbestos removal by a qualified and licenced removal contractor and disposal in line with Asbestos Disposal Regulations.

Installation of a replacement roof would include the addition of insulation, which could realise energy savings of approximately £350 annually based on current rates, and an annual electricity cost of approximately £10,000.

The cost of a replacement roof including removal of the surface containing asbestos had been estimated at £93,400 (asbestos removal accounts for £15,000). A replacement roof was anticipated to have a lifespan of 25 to 30 years fully maintained. This could be funded through the Council's capital programme at an annual cost of £3,720 over 25 years which is significantly less than the annual income loss of approximately £15,000 through relocation and cancellation of main hall bookings.

Proposed by Councillor Dunlop
Seconded by Councillor Kelly and agreed that

the replacement of the roof at Muckamore Community Centre at an estimated capital cost of £93,400 be approved.

ACTION BY: Paul Townsend, Community Facilities Coordinator

3.15 CP/GR/178, CP/GR/180, CP/GR/182 GOOD RELATIONS GRANT AID

The 2023/24 Good Relations Action Plan submitted to The Executive Office, includes a budget of £20,000 for the Good Relations Grant Aid Programme.

The aim of the Good Relations Grant Aid Programme was to improve day to day relationships by encouraging everyone to treat others fairly and encouraging a society in which our own cultures and traditions as well as other people's cultures and traditions are understood, respected and accepted.

Members were advised that applications were required to score higher than 50% to be deemed successful. Three applications were received in October 2023, scoring above the 50% threshold requesting a total amount of £7,300.

A summary of the applications received and the proposed award recommendations overview of the assessment and funding details were circulated for Members' consideration

A Member provided feedback in relation to grant funding and requested that there is a screening processes applied across community grants to ensure no duplication of allocated funding.

Proposed by Councillor Wilson
Seconded by Councillor Mallon and agreed that

the three Good Relations grant aid awards as outlined in the enclosure be approved at a total cost of £7,300; and that each of the individual groups awarded a grant be invited to attend a future meeting of the Committee to provide an update on their project.

ACTION BY: Jen Cole, Good Relations Coordinator

3.16 CP/GR/183 GOOD RELATIONS AWARDS

Members were reminded of the Annual Good Relations Awards run by the Community Relations Council annually in partnership with The Executive Office (TEO).

The Awards recognised exceptional commitment to Good Relations work by those individuals who go above and beyond, to make Northern Ireland a better place. The Awards celebrated those who unite and champion local communities, and they also showcased the wide range of projects connecting communities through peace, understanding and cultural respect.

Previous nominations of individuals from the Borough who work in good relations had included:

- Community Relations Community Champion Award 2023
Jennifer Todd - Oasis Caring in Action
- Community Relations Community Champion Award 2022
Daryl Clarke - Monkstown Boxing Club

There are five award categories in the 2024 Awards:

- The Community Relations Council Exceptional Achievement Award
- Good Relations Volunteer of the Year Award
- Good Relations Community Champion Award
- Good Relations Youth Award (Under 25)
- Good Relations Connecting Communities Project of the Year Award.

It was proposed that the following individuals/groups be nominated for the 2024 Awards:

- Community Relations Council Exceptional Achievement Award
Gerard Hughes – Community Relations in Schools (CRIS)
- Good Relations Volunteer of the Year Award
Helen Dunn – Glenabbey Church, work with newcomers
- Good Relations Community Champion Award
Sharon Brash – Rathenraw Youth Scheme
- Good Relations Youth Award (Under 25)
Antrim and Newtownabbey Youth Voice
- Good Relations Connecting Communities Project of the Year Award
Key Institutions Project
Antrim Baptist Church
Whiteabbey Presbyterian Church

To nominate, a short application form had to be completed and submitted along with a short resume of the individual/groups work and how it meets the entry criteria. The deadline for receipt of nominations for the 2024 Awards was Tuesday 19 December 2023 at 12 noon.

Each nominee would receive a letter of recognition. Nominations would be assessed by the sponsor of each award before being approved by the Community Relations Council and The Executive Office. The winner of each category would receive an award and certificate of achievement.

A short summary of the proposed nominations was circulated for Members information.

If Members would like to propose additional nominations, they were asked to contact the Good Relations Coordinator by Friday 1 December 2023.

Proposed by Alderman Boyle
Seconded Councillor McGrann by and agreed that

- (a) the proposed nominations to the 2024 Good Relations Awards be approved**
- (b) Members advise of any additional nominations by Friday 1 December 2023.**

ACTION BY: Amy Ashe, Good Relations Officer

3.17 CP/TD/060 NATIONAL ENERGY ACTION COMMUNITY EVENTS GRANTS SCHEME

Members were advised that a notification had been received from National Energy Action (NEA) in relation to a small grants scheme that it is running.

NEA is the National Fuel Poverty Charity, working to ensure that residents in England, Wales and Northern Ireland were warm and safe in their homes. The vision of NEA is to end fuel poverty and it estimates that as a result of the energy crisis 6.3 million UK households are in fuel poverty.

NEA was offering grants of £250 to deliver a community event in support of one of its winter campaigns:

- Fuel Poverty Awareness Day (30 November 2023)
- The Nation's Biggest Housewarming (11 to 15 December 2023)

NEA was seeking a diverse range of partners to support these campaigns by delivering a household focused community event to provide information and advice to as many households as possible to prepare for the winter. In addition to the grant funding NEA will support events by providing a slide deck with key information as well as promotional items.

NEA is seeking applications from charities, community groups, Councils and housing associations.

It was proposed to promote this grant fund to all relevant groups in the Borough using the Community Development database and submit an application on behalf of the Council to deliver an event as part of The

Nation's Biggest Housewarming Campaign in December 2023, with date and venue to be confirmed.

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

- (a) the promotion of the National Energy Action community event grant scheme to groups in the Borough be approved;**
- (b) submission of an application for a grant to support the delivery of a Council event as part of The Nation's Biggest Housewarming Campaign in December 2023 be approved.**

ACTION BY: Ursula Fay, Director of Community Planning

3.18 CP/CP/237 WOMENS SUB COMMITTEE

Members were reminded that a motion to establish a stand-alone 'Women's Sub-Committee' made up of female representatives of the 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 Council Meeting and it was agreed that the Women's Sub-Committee would report through the Diversity Working Group.

Members were advised that the first meeting of the Sub Committee was held in Mossley Mill on Monday 23 October and draft Terms of Reference were agreed, subject to approval by Council, a copy was circulated for Members' information. The minutes of this meeting would be reported to the next meeting of the Equality and Diversity Working Group and then to Committee.

Proposed by Councillor Ní Chonghaile
Seconded by Councillor O'Lone and agreed that

the draft Terms of Reference for the Women's Sub Committee be approved.

ACTION BY: Ursula Fay, Director of Community Planning

3.19 CP/CP/223 HARDSHIP SCHEME GRANT AID

The Department for Communities (DfC) had provided funding to the Council to support the most vulnerable in the current financial year and that the proposed delivery model for the Hardship Scheme was approved at the August 2023 Council meeting, with the Council's allocation being £306,432. The delivery plan included 2 open grant calls, Warm Well Connected and Community Fridge/Cupboard Grants, with details of the grant calls listed below;

Grant Call	Purpose	Details and method of delivery	Budget allocation
Warm Well Connected Grants	A grant programme to support organisations to provide a warm space and/or hot food provision for local residents in their own community premises during winter months.	Open Call Grant Application via Grant Manager Applications opened- 29 September 2023 Applications closed- 20 October 2023	Maximum Grant of £1000 per application (Approximately 40 groups/projects to be supported) Total = £40,000
Community Fridge/Cupboard Grants	A grant Programme to provide financial support to Community/Voluntary Organisations currently delivering a Community Fridge/ Cupboard which has been established from 01 April 2022 to address increase demand/need on services.	Open Call Grant Application via Grant Manager Applications opened- 29 September 2023 Applications closed- 20 October 2023	Maximum Grant of £2,500 per application (Approximately 4 groups to be supported) Total = £10,000

Members were reminded that a pass threshold of 50% applies to all Grant Aid Programmes and that groups are not required to demonstrate match funding however where a group evidences match funding this is reflected in the scoring. Members were advised that all proposed awards were subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

A financial and detailed summary of applications received for the 2 open grant calls was provided below. A full list of all the applications received and the scores awarded was circulated for Members' information.

Grant Stream	Number of Applications	Successful Applications (Scored 50% and above)	Total Requested	Total Awarded	Hardship Fund Budget allocation	Variance
Warm Well Connected Grants	26	26	£25,498.00	£25,498.00	£40,000.00	£14,502.00
Community Fridge/Cupboard Grants	6	6	£15,000.00	£15,000.00	£10,000.00	(£5,000.00)
Total	32	32	£40,498.00	£40,498.00	£50,000.00	(£9,502.00)

Warm Well Connected Grants

In total 26 applications were received and assessed and 26 had been recommended for funding. The total amount requested from all 26 applications is £25,498, resulting in £14,502 remaining unallocated to the Warm Well Connected Grant budget.

Community Fridge/Cupboard Grants

In total 6 applications were received and assessed and 6 had been recommended for funding. The total amount requested from all 6 applications was £15,000. The allocated budget to Community Fridge/Cupboard Grants was £10,000, therefore it was proposed to award all 6 applications up to a maximum of £15,000 with the additional funding to be reallocated from the Warm Well Connected Programme.

This would result in an overall underspend of £9,502 from this element of the Hardship Scheme programme and it is proposed that this is reallocated to another element of the programme.

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

the Hardship Scheme grant aid applications outlined at a total cost of £40,498.00 be approved, and that Officers reallocate the underspend to another element of the Hardship Scheme programme.

ACTION BY: Amy Lynch, Tackling Deprivation Co-ordinator

3.20 AC/GEN/008 REQUEST TO USE BALLYCLARE TOWN HALL CAR PARK

Members were advised that a request for the use of Ballyclare Town Hall Car Park on Saturday 16 December 2023 has been made on behalf of Santa Run and Mr Philip Strange in conjunction with the NI Children's Hospice, which was one of the Mayor's nominated charities for 2023-2024.

The request was to allow a tractor and wagon to park in the Town Hall car park and collect money for the NI Children's Hospice. Approval for the on-street collection had been sought from the PSNI.

Proposed by Councillor Mallon
Seconded by Alderman Ross and agreed that

the request for use of Ballyclare Town Hall Car Park by Santa Run and Mr Philip Strange on Saturday 16 December 2023 be approved.

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

3.21 CP/GEN/005/VOL3 COMMUNITY PLANNING PARTNERSHIP

Members were reminded that the Council was the lead partner of the Community Planning Partnership and together with representatives from a range of other statutory and public bodies delivers the Community Plan.

The first Community Planning Partnership meeting of the new Council term was held in Antrim Library on Wednesday 25 October. At this meeting the minutes of the meeting of 5 April 2023 were approved and were circulated. The draft minutes of the October meeting were also circulated.

Members were advised that at the October meeting a presentation 'Improving Outcomes for Children with Special Educational Needs and Disability' (circulated) was delivered by Julie McGinty from the Public Health Agency (PHA) and Roz McFeeters of Hill Croft School.

The partnership were advised that a Special School Partnership Pilot project has been developed with 7 schools from across NI including Hill Croft School Newtownabbey. The presentation concluded with a request for the Council to nominate a representative to attend the Hill Croft Special School Partnership. It is recommended that the Council's Accessibility and Inclusion Officer attends the Hill Croft Special School Partnership.

At the meeting the Community Planning Partnership adopted the Carnegie Trust definition of Wellbeing, as stated below.

"Wellbeing is about everyone having what they need to live well now and in the future. Looking after the wellbeing of all citizens - our collective wellbeing - is a powerful way of creating a society where everyone can live well together. Carnegie UK Trust believes that collective wellbeing happens when social, economic, environmental, and democratic wellbeing outcomes are seen as being equally important and are given equal weight."

Proposed by Councillor McGrann

Seconded by Councillor Ní Chonghaile and agreed that

- a) **the minutes of the Community Planning Partnership meeting on 5 April 2023 and the draft minutes of the meeting of 25 October 2023 be approved.**
- b) **the Accessibility and Inclusion Officer attends the Hill Croft Special School Partnership on behalf of the Council.**
- c) **the adoption of the Carnegie Trust definition of Well Being by the Community Planning Partnership be noted.**

ACTION BY: Conor Cunning, DEA Engagement Manager /Ellen Boyd, Accessibility and Inclusion Officer

4 ITEMS FOR NOTING

4.1 ED/TOU/042 ASSESSMENT OF TOURISM VALUE TO THE NORTHERN IRELAND ECONOMY

Members were advised that the Northern Ireland Tourism Alliance (NITA) was established in 2018 and is a single representative voice, led by industry, for Tourism in Northern Ireland. NITA's role was to represent their membership,

which includes Local Council's by ensuring the voice of the industry is listened to in shaping future growth of tourism.

NITA held its annual conference on World Tourism Day, 27 September 2023 in Titanic Belfast with the title 'Tourism: A Face for Good'.

NITA had previously commissioned Grant Thornton to carry out a significant research study into the economic impacts of Tourism in Northern Ireland. This research study titled Valuing the Tourism Industry in Northern Ireland was presented and launched at the conference and was circulated for Members' information.

Key findings of the report on the annual economic value of tourism are highlighted below:

- £1.1 billion of direct economic impacts;
- £0.4 billion of indirect impacts;
- £0.9 billion of induced impacts;
- 40,000 Direct Jobs;
- 7,700 Indirect Jobs;
- 10.7 million visits to visitor attractions;
- 16.6 million nights stayed;
- £1 billion visitor expenditure
- £2.6 billion beds sold

The value of tourism to the economic health of the Borough was clear given the overall contribution of tourism to the Northern Ireland economy and delivery of the Council's tourism service will continue to focus on how best to maximise the economic impacts from tourism.

Proposed by Alderman Boyle
Seconded by Councillor O'Lone and agreed that

the report be noted.

NO ACTION

4.2 CP/GR/172 GOOD RELATIONS WEEK 2023

Members were reminded that Good Relations Week 2023 ran from 18 to 24 September 2023, with events taking place across the whole month of September. 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.

Provision for Good Relations Week was made in the Good Relations Action Plan 2023/24 which was approved at the January 2023 Community Planning Committee.

The theme for Good Relations Week 2023 was 'Together', embodied the spirit of togetherness and highlighted peace-building and cultural diversity efforts to tackle sectarianism, racism, and inequality across the region.

The Council's Good Relations Team hosted a number of activities through the Good Relations Action Plan during Good Relations Week, that included;

Date	Activity
19 th Sept	A Staff 'Together' event was held at Antrim Civic Centre, opened and attended by The Mayor Councillor Mark Cooper; the event promoted International Sign Language Day and Good Relations delivery across Council sections and was delivered in collaboration with Human Resources with 20 members of staff attending.
20 th Sept	Let's Connect Championships, Football Tournament, Valley Leisure Centre brought together over 80 people to compete and spectate with 11 teams taking part in the 5 a side tournament. Teams taking part included AC Silhouette of Milan (Monkstown Boxing Club), Whiteabbey Wonders, Hardy Athletic (TEO), Glenabbey Team, Hussein Team, Loughshore Team, Street Soccer 1, Street Soccer 2, Street Soccer 3, Levant Team, Chimney Team. Street Soccer 1 were the winning team of the tournament.
21 st Sept	A Staff 'Together' event was held at Mossley Mill, opened and attended by The Mayor Councillor Mark Cooper; the event promoted International Sign Language Day and Good Relations delivery across Council sections and was delivered in collaboration with Human Resources with 20 members of staff attending.
21 st Sept	Movie Showings at The Courtyard Theatre, Ballyearl. Encanto was screened in the afternoon followed by Hidden Figures in the evening, with 25 attending. Feedback was very positive and included; 'A brilliant event, well done all involved', 'Lovely family event' and 'Great afternoon my daughter loved it thank you.'
23 rd Sept	An African Drumming and Storytelling workshop was held in Antrim Library in collaboration with Libraries NI. 31 individuals attended and feedback included; "A fantastic workshop this morning. We loved having fun with the drums and listening to beautiful stories."
27 th Sept	T:BUC Trees event in partnership with Parks Section and will be completed between October and December through engagement with local schools; local schools have been invited to receive tree packs for planting or wider distribution within their schools. This event is ongoing and trees will be planted in November and December 2023.
28 th Sept	Movie Showings at The Courtyard Theatre, Ballyearl. Song of the Sea was screened in the afternoon followed by Belfast in the evening, with 40 attending. Positive feedback was received.

A selection of photos from Good Relations Week were circulated for Members information.

Proposed by Councillor Lynch
Seconded by Councillor McGrann and agreed that

the report be noted.

NO ACTION

4.3 CP/P4/078 PEACE IV PROGRAMME CLOSING EVENT

Members were reminded that the deadline for delivery of activity under the Antrim and Newtownabbey Peace IV Programme for the Shared Spaces and Services (SSS) theme, was 30 September 2023.

Delivery under the other two themes, Children and Young People (CYP) and Building Positive Relations (BPR) having been completed on 31 March 2023. To conclude the delivery of the Peace IV Programme, a celebration event was held in the Theatre at the Mill on Thursday 28 September 2023, showcasing the achievements and programme outcomes delivered through the Peace IV Local Action Plan.

A variety of statistics, visuals and personal testimonies provided an impactful overview of the achievements of the Programme, including representation from participants; delivery agents; funders; Peace IV Partnership Members; Elected Members and Government Departments.

A report detailing the delivery and achievements of the Peace IV Programme was provided to attendees and was circulated for Members information.

Proposed by Councillor Dunlop
Seconded by Councillor Kelly and agreed that

the report be noted.

NO ACTION

Alderman Boyle left the Chamber during Item 4.4.

4.4 CP/CP/217 BOROUGH STREET ART PROJECT UPDATE

Members were reminded that a proposal to deliver street art across the seven DEAs as part of the 'Award Winning Botanical Borough' initiative was approved at the August 2023 Council meeting. The aim of the project is to bring colour, vitality and animation to public spaces across the Borough.

It was reported to the August Council meeting that following a public procurement exercise Daisy Chain Inc. were appointed to deliver the project.

Members were advised at the August meeting that it was proposed to deliver 35 pieces of street art (5 per DEA) between then and October 2024 with a first phase of work to be completed by end of October 2023. This would deliver one large scale and one smaller installation, based upon the previously agreed DEA Botanical Borough floral emblems, in each DEA. Members were provided with updates at each of the DEA Engagement meetings in October on progress with this first phase of the street art project.

The time frame for delivery of the initial 14 installations was extremely challenging given that it included identification of locations, discussion with building owners to gain approval, selection of artists and development of designs, which being location specific could only progress once locations were secured.

An update on this first phase of the project was circulated for Members information with most of the initial 14 installations now completed. The project was now paused given the seasonal weather impacts which prevent further work to exterior surfaces until early spring.

It was proposed to now commence an extensive process of consultation with Elected Members on delivery of the additional street art installations and reimaging of utility and other small public space fixtures in order to complete the project. A brief survey for Elected Members to complete was circulated as an initial starting point to inform further consultation and the ongoing delivery of the project. In terms of the time frame it was planned to bring a proposal for Members approval to each DEA Engagement Meeting in February 2024 for all additional street art planned for delivery in 2024.

In response to a request from a Member about the potential to use street art funding for another purpose The Head of Arts, Culture, Tourism and Events provided clarity on the process of Council approval for the street art project advising that a new decision would be required for such a project, however offered to follow up on the enquiry outside of the meeting.

The Head of Arts, Culture, Tourism and Events took on board feedback from Members on the first phase of the project, and provided Members with an update on the consultation process for Phase 2.

In response to a question from a Member regarding Pogues Entry the Director of Community Planning clarified that this had been recorded for follow up action at the recent Antrim DEA Meeting and she would keep the Member updated on progress.

Proposed by Councillor Wilson
Seconded by Alderman Ross and agreed that

the report be noted.

*ACTION BY: Ursula Fay, Director of Community Planning/Simon Goldrick,
Head of Arts, Culture, Tourism & Events*

4.5 CP/PCSP/081 TARGETED CONSULTATION ON AMENDMENTS TO THE CODE OF PRACTICE FOR THE APPOINTMENT OF INDEPENDENT MEMBERS TO PCSPs AND DPCSPs

Members were reminded of correspondence received from the Department of Justice in October 2022 regarding a targeted consultation on amendments to the Code of Practice for the appointment of Independent Members to Policing and Community Safety Partnerships (PCSPs) and District Policing and Community Safety Partnerships (DPCSPs). The consultation ran from 24 October 2022 until 5 December 2022.

Members were advised that further correspondence had been received from the Department of Justice to provide an update on this process and to share the finalised revised Code of Practice, copies of which were circulated for Members information.

Members were further updated that the process to appoint new Independent Members to PCSPs and DPCSPs was currently underway, and was being led by the Northern Ireland Policing Board.

Proposed by Councillor Kelly
Seconded by Councillor Brady and agreed that

the report be noted.

NO ACTION

Alderman Boyle returned to the Chamber at this point of the meeting.

4.6 CP/GR/171 ASYLUM FULL DISPERSAL FUNDING UPDATE

The Executive Office (TEO) Memorandum of Understanding for Full Asylum Dispersal funding of £88,478 was approved at the Community Planning 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. The offer was made following submission of the Council's Action Plan outlining proposals to support the needs of asylum seekers in the Council area to TEO.

Members were advised that the following activities, which were included in the Action Plan, are being delivered in the coming weeks:

- Let's Connect Engagements – Four asylum and refugee training sessions to be delivered by the Law Centre NI aimed at groups/organisations and individuals supporting and engaging with asylum seekers and refugees as follows:
 - Mossley Pavilion 14 November 2023
 - Antrim Baptist Church 21 November 2023
- English for Speakers of Other Languages (ESOL) tuition would continue to be delivered in Whiteabbey, with the next course commencing in Antrim at the end of November.

In addition, during September and October bus travel passes had been provided to asylum seekers living in the Borough for local travel only. The aim was to promote integration, social inclusion and prevent isolation. Distribution was carried out in partnership with MEARS, Whiteabbey Presbyterian Church, and Antrim Baptist Church.

Members were advised that correspondence (circulated) had been received from The Executive Office informing the Council that, the Department for Infrastructure has introduced a 6-month pilot programme, offering free train and bus travel for asylum seekers across Northern Ireland.

The pilot commenced on 1 November with asylum seekers living in MEARS accommodation on 1 November eligible. Arrivals beyond this date were not eligible. More information is available at the NI Direct webpage <https://www.nidirect.gov.uk/articles/public-transport-travel-card-asylum-seekers>

Proposed by Councillor Kelly
Seconded by Councillor McGrann and agreed that

the report be noted.

NO ACTION

4.7 CP/TD/025 PEOPLE AND PLACE REVIEW: UPDATE NOVEMBER 2023

Members were reminded that regular updates on the Department for Communities (DfC) People and Place Review had been noted by the Committee and that the People and Place Review team presented to the Community Planning Partnership on 7 April 2022 to set the scene and outline the context for the review. This review had reiterated the need for improved collaborative working practices.

In Spring 2022 a Cross Departmental Group was established by the Northern Ireland Civil Service (NICS) in order to consider how existing interventions targeting disadvantage were being delivered. A smaller steering group was subsequently set up to explore:

- If a test and learn pilot approach to improving local collaboration was possible;
- If the learning from such pilots could contribute to ongoing reviews including the People and Place Review.

Members were advised that NICS Departments were delivering Test and Learn Pilots in 2023/24 aimed at exploring the benefits of a place based approach to improve societal outcomes through improved collaboration across Departments and external delivery partners.

A further update on Collaboration Strategic Framework had now been shared with Neighbourhood Renewal Partnerships, a copy was circulated for Members information.

The Framework proposed initial 'Test and Learn (TL)' pilots which would initially focus on two areas, with further potential pilot locations identified which included 'Monkstown and Rathcoole' as a Super Output Area of Whitehouse. Members were further advised the 'Test and Learn' pilot would not provide any additional initiatives or additional monies to the area or pilot.

Officers had requested further briefing from the People and Place Team in respect of Pilot Test and Learn for Monkstown/Rathcoole. A further update would be reported to Members at the earliest opportunity.

Proposed by Councillor McGrann
Seconded by Councillor Wilson and agreed that

the People and Place Review Update advising of Collaboration Strategic Framework including Test and Learn Pilot areas be noted.

NO ACTION

There being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 7.06 pm.

MAYOR