



5 May 2021

Chairman: Councillor M Cooper

Vice Chairman: Councillor M Goodman

Committee Members: Aldermen - J McGrath and P Michael
Councillors - P Dunlop, G Finlay, N McClelland, V McWilliam,
M Magill, N Ramsay, V Robinson, S Ross, L Smyth, M Stewart,
and R Wilson

Dear Member

MEETING OF THE COMMUNITY PLANNING COMMITTEE

A remote meeting of the Community Planning Committee will be held in the **Council Chamber, Mossley Mill on Monday 10 May 2021 at 6.30 pm**

All Members are asked to attend the meeting via "Zoom".

To ensure social distancing Chairperson of the Committee may attend the Council Chamber.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink that reads "Jacqui Dixon".

Jacqui Dixon, BSc MBA
Chief Executive, Antrim & Newtownabbey Borough Council

PLEASE NOTE: no refreshments will be available

For any queries please contact Member Services:

Tel: 028 9034 0048/028 9448 1301

memberservices@antrimandnewtownabbey.gov.uk

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 PRESENTATION BY INTEGRATED EDUCATION FUND

4 ITEMS FOR DECISION

- 4.1 Muckamore Community Centre – Muckamore Playgroup Floor Space
- 4.2 Small Grants Pilot Update
- 4.3 BT “Adopt A Kiosk” Scheme
- 4.4 Business In The Community - Digital Donations Appeal
- 4.5 Request For Permission To Locate A Clothing Bank Close To Neillsbrook Community Centre
- 4.6 DEA Member Engagement Group Minutes
- 4.7 Areas At Risk Funding 2021/22
- 4.8 Community Festivals Fund Grant Aid Recommendations 2021/2022
- 4.9 Community Development Grant Aid Programme Recommendations 2021/2022
- 4.10 Community Development Grant Aid Programme Small Grants Funding Recommendations 2021/2022
- 4.11 PCSP Letter Of Offer & Funding Agreement 2021/22
- 4.12 Antrim and Newtownabbey Spirit Of Volunteering Awards 2022
- 4.13 Borough Arts and Cultural Advisory Panel
- 4.14 Centenary of Northern Ireland
- 4.15 Centenary of Northern Ireland – NIO Art Project
- 4.16 Gateway Visitor Centre Exhibition Update

5 ITEMS FOR INFORMATION

- 5.1 COVID-19 Community Support Fund
- 5.2 Multi Agency Support Hub

- 5.3 Northern Ireland Safe Community Survey
- 5.4 Independent Review Of Charity Regulation In NI
- 5.5 Advice NI: Independent Advice Sector Funding
- 5.6 Neighbourhood Renewal Partnership Funding 2021/22
- 5.7 COVID-19 Community Support Fund – Save The Children Emergency Response Programme
- 5.8 Carnegie UK Trust – Embedding Wellbeing In Northern
- 5.9 Ballyduff Community Centre Request

6 ITEMS IN CONFIDENCE

- 6.1 Dunanney Centre – Tenancy Agreement Renewals
- 6.2 Whiteabbey Residents Association – Asset Transfer Sponsor Request
- 6.3 Ballyduff Community Centre – Tenancy Agreement Renewal

7 ANY OTHER RELEVANT BUSINESS

REPORT ON BUSINESS TO BE CONSIDERED AT THE COMMUNITY PLANNING COMMITTEE MEETING ON MONDAY 10 MAY 2021

3 PRESENTATION BY INTEGRATED EDUCATION FUND

Following a letter from the Integrated Education Fund regarding their Public Position Paper on Independent Review of Education, it was agreed at the Community Planning Meeting on 8 February 2021, that an invitation be extended to the Fund to deliver a presentation to the Committee.

Representatives of the Integrated Education Fund will be in attendance via Zoom.

4 ITEMS FOR DECISION

4.1 CP/CC/010 MUCKAMORE COMMUNITY CENTRE – MUCKAMORE PLAYGROUP FLOOR SPACE

Members are reminded that Muckamore Community Centre hosts a long-term booking by Muckamore Community Playgroup. The playgroup has been at the Community Centre for 41 years and hire the social area including the annex room. The playgroup has an enrolment of 26 children.

Prior to the Coronavirus pandemic, the playgroup reported that an inspection by Social Services in February 2020 advised them of a need to increase the floor space requirements to accommodate the current number of children.

Members agreed at the Community Planning Committee on 12 October 2020 to report back to the Committee with options and costs for maximising any additional floor space.

A feasibility study has been completed and 4 options for consideration below. The feasibility study and floorplans are enclosed.

All 4 options meet the required floor space with varying levels of costs, impact upon current storage and some other user groups.

Option	Cost (ex vat)	Pros	Cons
OPTION 1	£21,000	<ul style="list-style-type: none">• Cost effective• Achieves required capacity	<ul style="list-style-type: none">• 2/3rds of wasted stage space remains and is only accessible from the main hall. This will have little, if any practical use.• Continued use of public WCs by playgroup. This requires staff to leave the playgroup space and accompany children, to satisfy child protection measures, when the single children's toilet is in use.
OPTION 2	£28,500	<ul style="list-style-type: none">• Cost effective• Achieves required capacity	<ul style="list-style-type: none">• 3/4s of wasted stage space remains and is only accessible from the main hall. This will have little, if any practical use.• Continued use of public WCs by playgroup. This requires staff to leave the playgroup space and accompany children, to satisfy child protection measures, when the single children's toilet is in use.• Proposed irregular floor space layout of playgroup

			space creates difficulties with staff not having clear lines of sight with children.
OPTION 3	£47,000	<ul style="list-style-type: none"> • Exceeds required capacity • Additional space allows Playgroup to store their materials & equipment currently stored in a former unused shower room adjacent to Female WC at the other end of the building. The Playgroup have a dedicated store off their room but this is currently full. • Proposed to enlarge the Equipment Store in Main Hall to accommodate and give easier access to groups who previously stored equipment under the stage eg. bowling mats. • Part of the stage space is replaced with a new workshop space for children. This could also be potentially rented for other user groups when the playgroup are not using the space ie. during the summer months. • There may be potential to use the workshop space by the user group who previously met on the stage on evening per week. 	<ul style="list-style-type: none"> • Cost • Continued use of public WCs by playgroup. This requires staff to leave the playgroup space and accompany children, to satisfy child protection measures, when the single children's toilet is in use.
OPTION 4	£56,300	<ul style="list-style-type: none"> • Exceeds required capacity • Additional space allows Playgroup to store their materials & equipment currently stored in a former shower room adjacent to Female WC at the other end of the building. The Playgroup have a dedicated store off their room but this is currently full. • Proposed to enlarge the Equipment Store in Main Hall to accommodate and give easier access to groups who previously stored equipment under the stage eg. bowling mats. • Part of the stage space is replaced with a new 	<ul style="list-style-type: none"> • Cost

		<p>workshop space for children. This could also be potentially rented for other user groups when the playgroup are not using the space ie. during the summer months.</p> <ul style="list-style-type: none"> • There may be potential to use the workshop space by the user group who previously met on the stage on evening per week. • Inclusion of two additional children's toilets in the playgroup space. This satisfies child protection measures by avoiding staff having to leave the playgroup space to accompany children to the public WCs. 	
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The costed options within the feasibility report are indicative only, until detailed surveys are undertaken. An additional client contingency of 20% should be allowed to cover for unforeseen in this old building. The above costs do not include professional fees.

With the ongoing Covid19 pandemic, the Community Facilities Coordinator has advised the Northern Trust that if the work is approved, it may not be feasible for the work to be completed in time for the children returning for the September 2021 term. As such, Northern Trust would consider an extension request for the work to be completed by September 2022.

RECOMMENDATION: that Members approve option 4 to proceed at an indicative cost of £56,300 plus an additional 20% for contingency plus fees.

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.2 CP/CD/281 SMALL GRANTS PILOT UPDATE

Members are reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Groups who apply for a small grant are not permitted to apply for any other Community Development Grant Aid Programmes during that financial year.

In February 2020 Members agreed to pilot a revised Small Grants vouching process for all applications submitted during the 2020/21 financial year. A 6-month review was scheduled to take place in September 2020 but this was postponed due to the emergence of COVID-19 and the significant impact that it had on all Community Grants during the period 1 April 2020 – 31 March 2021.

Feedback on the process was provided by both Community Organisations and Community Development Officers.

Update on Amendments made.

1. Small Grant application form to be simplified to reduce the demands on applicants

All feedback in relation to the amended application form from previous service users was positive. New users reported it was simple and user friendly with minimal time required to complete. Service Users expressed high levels of satisfaction with the introduction of one payment in advance as a change from 2 x 50% payments across the year.

2. Requirement for all supporting documents at application stage to be reduced – Applicant to complete a Disclaimer confirming the appropriate documents are in place and can be provided on request – 10% random sample will be requested to submit all supporting documents

Documentation was checked as outlined when required. Most Small Grants (25 in pilot) were for Insurance. The Insurance document and levels of cover are routinely checked as part of the vouching process alongside bank statements.

3. Return period for Form of Acceptance to be reduced from 28 days to 10 working days in line with other Council departments

This was complied with. No issues identified.

4. Each application to be risk assessed with vouching carried out as follows;

- **Low Risk - 5% of grant vouched**
(Established organisation with good history and project costs easy to identify)

- **Medium Risk** - 10% of grant vouched
(Less established organisation and/or more complex project costs)
- **High Risk** - 100% of grant vouched
(New/poor history organisation and/or difficult procurement route)

This procedure has been adapted across COVID funding also to positive effect on reducing demands on officer's time.

In case of Small Grants, a 100% vouch took place across each grant due to the award being only for £500.

5. All grants for £500 or less are assessed only on the basis of Pass/Fail against eligibility criteria. They are not subjected to a scored assessment process.

This was fully implemented. It effectively streamlined the process.

6. Small Grant paid in advance for full amount requested up to max £500

The impact of COVID-19 and remote working required the introduction of additional grant adaptations to enable officers to respond to the COVID situation.

Throughout the Small Grant Pilot funds were released in one advance payment up to a maximum of £500. This reduced the need for an officer to set up two payments and complete an additional grant midpoint vouch. Service Users were only required to submit one vouch rather than two providing a more user friendly system. In most cases as previously outlined Small Grants are generally for Insurance therefore having one advance payment provides organisations with the opportunity to fully meet their insurance costs.

Service User feedback was wholly positive, with particular reference to receiving one advance payment and completing one vouch as this significantly reduced administrative burden on service users.

Overall the pilot scheme was deemed by Community Development Officers and Service Users to be highly effective in reducing unnecessary administrative burdens for both parties. All feedback received was wholly positive. Time taken to administer grants significantly decreased.

Opportunities for further improvements

- For fixed items like insurance, only issue payment after formal quotation is received to avoid the administration associated with refunds.
- Increase 100% upfront payments from £500 to £5,000.

RECOMMENDATION: that Members approve that the Small Grants vouching pilot be considered a success and mainstreamed for all Community Grants up to £5,000 and that this approval be adopted for the administration of other grants by the Council where possible.

Prepared by: Stefanie Buchanan, Lead Officer for Small Grant Pilot

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.3 CP/CD/373 BT “ADOPT A KIOSK” SCHEME

This item has been deferred.

4.4 CP/CP/176 BUSINESS IN THE COMMUNITY - DIGITAL DONATIONS APPEAL

Members are advised that correspondence has been received from Business in the Community (BITC) regarding their 'Digital Donations Appeal'.

<https://www.bitcni.org.uk/programmes/supporting-10000-children-across-northern-ireland-with-digital-access/>

The impact of COVID-19 has highlighted the need for digital devices amongst children to assist and enable home learning. Latest research indicates that around 9% of children in the UK do not have access to a laptop, desktop or tablet at home, a critical tool for learning at home.

BITC is currently working with local businesses to promote the appeal, complementing recent initiatives aimed at addressing digital poverty supporting children across NI to reach their full potential.

It is proposed that the Council could support the Digital Donations Appeal by using its business connections in the Borough to encourage the donation of decommissioned IT equipment for refurbishment and distribution to families in need. The Community Planning team could also contact schools in the Borough to promote the scheme.

RECOMMENDATION: that the report be noted and that Council promote and support the 'Digital Donations Appeal'.

Prepared and agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.5 CP/CD/391 REQUEST FOR PERMISSION TO LOCATE A CLOTHING BANK CLOSE TO NEILLSBROOK COMMUNITY CENTRE

Members are advised that a request has been received from Randalstown Cultural Awareness Association for permission to locate a clothing bank close to Neillsbrook Community Centre.

It is understood that the clothing bank would be supplied by Cookstown Textiles in Randalstown and the Association would benefit from any income due.

Clothing banks have the potential to encourage recycling and so reduce landfill as well as generating small levels of income for the organisations who host the banks. Given the operational nature of the request and the delay caused by the cancellation of the April Community Planning Committee, the Chief Executive has approved the request on condition of the Association's commitment to manage the tidiness of the Bank and the surrounding area.

RECOMMENDATION: that Members note the approval to Randalstown Cultural Awareness Association to host a clothing bank close to Neillsbrook Community Centre with a condition relating to proper maintenance of the site.

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.6 CP/CP/178 DEA MEMBER ENGAGEMENT GROUP MINUTES

Members are reminded that the DEA Member Engagement Groups are now a central part of the Community Planning engagement framework. Draft minutes for six of the DEA Member Engagement Groups are **enclosed** for Members' information, these will be formally adopted at the next meetings of the groups.

Members are advised that Glengormley DEA Member Engagement Group minutes will follow in due course.

Community Planning Section – DEA Member Engagement Group Meetings		
File Ref	Date of Meeting	Name of Partnership
CP/CP/168	4 March 2021	Airport DEA Member Engagement Group
CP/CP/169	9 March 2021	Antrim DEA Member Engagement Group
CP/CP/170	11 March 2021	Ballyclare DEA Member Engagement Group
CP/CP/171	4 March 2021	Dunsilly DEA Member Engagement Group
CP/CP/172	8 April 2021	Glengormley DEA Member Engagement Group
CP/CP/173	9 March 2021	Macedon DEA Member Engagement Group
CP/CP/174	10 March 2021	Threemilewater DEA Member Engagement Group

RECOMMENDATION: that the draft minutes of the DEA Member Engagement Groups be approved.

Prepared and agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.7 CP/CD/383 AREAS AT RISK FUNDING 2021/22

Members were reminded that Areas at Risk programme is delivered across six Super Output Areas in Antrim and Newtownabbey. Historically the Newtownabbey AAR programme is part funded by the Department for Communities (DfC) whilst the Antrim AAR programme is fully funded by council. In 2020/21 the programme funding allocation is outlined below.

	DfC Contribution	Council Contribution	Totals
Newtownabbey AAR	£66,750	£60,170	£126,920
Antrim AAR	£0	£111,210	£111,210
Totals	£66,750	£171,380	£238,130

Members are further reminded that a request to amend the delivery of the Areas at Risk programme from a direct award process to an open competitive format, approved in August 2020 was suspended in November 2020 pending review of the Areas at Risk Programme by DfC. The Areas at Risk programme will therefore remain a direct award process application for 2021/22 with funding allocations outlined below.

A Letter of Offer has now been received from the Department for Communities a copy of which is **enclosed**.

The offer remains at £66,750 for 2021/22. There is no change from 2020/21 funding.

Newtownabbey AAR Project

- Areas at Risk Newtownabbey Project covers Carrmoney, Monkstown and Mossley.
- The contribution committed by Council in 2020/21 to the Newtownabbey Areas at Risk Projects was **£60,170**, giving a total project cost of **£126,920**. This same level of match funding is indicated in the DfC Letter of Offer for 2021/22.

Cost Breakdown of Newtownabbey Projects

Based on previous allocations the following awards are recommended:

Organisation	ANBC £	DFC £
Monkstown Community Association	15,500	9,500
Monkstown Community Forum	12,650	4,750
Monkstown Boxing Club	10,200	4,750
Church of the Good Shepherd, Monkstown	1,000	5,000
Holly Bank Primary School, Monkstown	13,820	4,750
Hollybank Pre-school, Monkstown	2,500	2,500

Carnmoney Presbyterian Church	2,500	22,500
New Mossley Presbyterian Church Youth Club (DAM Project)	2,000	13,000
TOTAL	60170	66750

Antrim AAR Projects

- Antrim Areas at Risk Project covers Farranshane, Ballycraigy and Steeple
- The contribution committed by Council to the Antrim Areas at Risk Projects in 2020/21 was **£111,210**.
- Project plans are subject to Council approval following submission of Project Proposals by Groups.

Cost Breakdown of Antrim Projects

Based on previous allocations the following awards are recommended:

Organisation	ANBC £
St Joseph's Nursery School (includes Steeple NS link)	16,500
Antrim Enterprise Agency	6,000
St Joseph's Primary School	12,980
Ballycraigy Primary School	16,000
Parkhall Primary School	14,420
Muckamore Parish Development Association	14,810
Rathenraw Youth Scheme	8,500
Antrim Grammar School	6,500
Inter Estate Partnership	10,500
Farranshane Community Trust	5,000
TOTAL	111,210

It is further intended to commence a standardisation of the Areas at Risk grants for 2021-22, to bring the Areas at Risk Programme into line with other Community Grant Funding processes. This will involve moving the grants onto the Council Grant Manager system, with advance payments being made to each organisation at agreed intervals. Groups would be supported by the Community Planning Team to assume full responsibility for management of their grant funding e.g. procurement of goods and services, with built in vouching and monitoring periods similar to current Community Grant Funding streams.

RECOMMENDATION: to approve Areas at Risk programme funding as outlined for 2021/22 and to align the grant management process with other Community Funding streams.

Prepared by: Stefanie Buchanan, Tackling Deprivation Officer

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.8 CP/GEN/042 COMMUNITY FESTIVALS FUND GRANT AID RECOMMENDATIONS 2021/2022

Members are advised that the closing date for receipt of applications under the Community Festivals Fund for 2021/22 was Friday 11 December 2020. In support of applicants to this grant aid programme, Officers delivered two grant workshops via Zoom and offered one-to-one support to all groups.

Members will be aware that a pass threshold of 50% applies to applications to the Community Festivals Fund and that groups are not required to demonstrate match funding however where a group does evidence match funding this is reflected in the scoring.

The total budget available for the 2021/22 Community Festivals Fund is £80,000 which £27,400 (similar to the amount awarded in 2020/21) is expected from the Department for Communities (DFC) under its Community Festivals Programme for 2021/22 and the remaining £52,600 from the Council. Notification of the 2021/22 award is expected from DFC in May 2021 and will be reported to the Council in June 2021 if available.

Members are also reminded that in March 2021, 33 applications totalling £32,546.49 were approved for Northern Ireland Centenary Events therefore the remaining Community Festivals Fund anticipated budget is £47,453.51.

In total 21 applications were received by the closing date in December 2020 and assessed by a panel of Officers, a full list of all the applications received and the scores awarded is enclosed for Members' information. The total amount requested from all 21 applications is £97,783.42 leaving a shortfall of £29,254.91.

Of the 17 applications scoring over 50%, it is likely that some may not happen (or will be reduced in scale) due to COVID-19. It is therefore likely that all of the additional £29,254.91 will not be required if all applications scoring over 50% are offered an award.

Officers have identified a number of options as follows:

- Option 1:** Fund all successful requests at 100% (£76,708.42) with Council increasing the established budget by £29,254.91 from underspends (not yet identified) or from reserves. Not all the £29,254.91 would be needed if COVID-19 restrictions cause some events to be cancelled or reduced in scale.
- Option 2:** Rank all applications in relation to their score and identify a cut-off point to which applications can be funded based on the original budget available. This option would mean that only 8 groups out of the 17 that achieved the 50% pass threshold would get funded with the last three groups in the ranked order, who each scored 56%, receiving a reduced award of £4,561.69.
- Option 3:** Reduce all successful requests by 38.14% to achieve allocation within the existing budget.

As in previous years, Officers will arrange to meet with any unsuccessful groups to provide feedback on their applications and to signpost to other relevant funders.

It will be a condition of funding offers that all community/voluntary groups ensure compliance with all relevant and applicable COVID-19 Government and Public Health Guidance and Regulations.

Officers have been made aware of a small number of groups who didn't apply for the NI Centenary Festival Fund in December 2020 as they were not aware of the opportunity at the time. It is likely that these applications, if allowed, would require a budget of around £5,000 which is available from Arts & Culture Grant Programme underspend.

RECOMMENDATION:

- 1. that Members agree to apply option one above, i.e. make offers of funding to all groups scoring over 50% with additional funding of up to £29,254.91 coming from anticipated Community Planning underspends;**
- 2. that the NI Centenary Festival Fund is re-opened for applications with an additional budget of £5K coming from Arts & Culture underspends.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.9 CP/CD/389 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME RECOMMENDATIONS 2021/2022

Members are advised that the closing date for receipt of applications under the Community Development Grant Aid Programme for 2021/22 was Friday 11 December 2020. To support applications to this grant aid programme, Officers delivered 2 grant workshops via Zoom and offered one-to-one support to all groups.

Members will be aware that a pass threshold of 50% applies to applications under the Community Development Grant Aid Programme and that groups are not required to demonstrate match funding, however where a group evidences match funding this is reflected in the scoring.

The total budget available for the 2021/22 Community Development Grant Aid Programme is £240,000, of which £50,428.20 (similar to the amount awarded in 2020/21) is expected from the Department for Communities (DFC) under its Community Support Programme for 2021/22. Notification of the 2021/22 award is expected from DfC in May 2021 and will be reported to Council in June 2021.

As a result of the current COVID-19 restrictions many Community/Voluntary Groups have been unable to deliver their annual programme of work and it is likely that this will continue into the earlier part of the new financial year. Of this £240,000 total budget, £10,000 is required for Small Grants and £199,068.92 has already been approved for premises grants by Council in April 2021. This leaves a budget of £30,931.08.

A list of awards is enclosed for Members' consideration and a financial summary is provided in the table below:

Summary of Community Development Grant Aid 2021/22				
Grant Stream	Number of Applications	Successful Applications (Scored 50% and above)	Total Requested	Total Recommended
CO&I (Including Additional Insurance)	27	23	£51,266.98	£45,279.28
Summer Scheme (Including Additional Insurance)	17	17	£26,225.00	£24,445.00
Technical Assistance (Including Additional Insurance)	6	5	£18,000.00	£15,000.00
Total	50	45	£95,491.98	£84,724.28
Overspend				£53,793.20

In total 50 applications were received and assessed by a panel of Officers. The total amount requested from all 50 applications is £95,491.98. 45 with

applications successfully achieved the 50% pass threshold requesting £84,724.28 resulting in a potential budget overspend of £53,793.20. Officers have prepared a number of options below for Members consideration.

Option 1: Fund all successful, eligible requests at 100% (£84,724.28) with Council increasing the budget by an additional £53,793.20. If Members decided to commit this additional £53,793.20 it is likely that not all this amount would be needed if COVID-19 restrictions cause some events to be cancelled or reduced in scale.

Option 2: Rank all applications in relation to their score and identify a cut-off point to which applications can be funded based on the budget available. This option would mean that 17 groups out of the 45 that achieved the 50% pass threshold would get funded.

Option 3: Reduce all successful requests by 63.5% to deliver the programme within agreed budgets.

As in previous years Officers will arrange to meet with any unsuccessful groups to provide feedback on their applications and to signpost to other relevant funders.

All award recipients will be required to ensure compliance with the relevant COVID-19 Guidance and Regulations.

RECOMMENDATION: that Members approve Option 1 for all successful applications to proceed to award at 100%.

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.10 CP/CD/394 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME SMALL GRANTS FUNDING RECOMMENDATIONS 2021/2022

Members are reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members are 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 2021/22 financial year.

In December 2019 Members agreed that from 1 April 2020 all Small Grant requests of £500 or less be assessed on the basis of Pass/Fail against eligibility criteria and not subjected to a scored assessment process. All proposed awards are subject to the receipt of the relevant governance documentation.

In April, 12 applications totalling £5,532.86 were received and assessed by Officers as outlined below:

Group Name/Project Promoter	Project Description/Title	Pass/Fail	Amount Requested	Amount Awarded
Ballyduff Silver Band	Small Activity Grant for Equipment	Pass	£334.99	£334.99
Ballyeaston Village Committee	Small Activity Grant for Insurance Costs	Pass	£500.00	£500.00
Carnmoney Village Community Group	Seeding Grant for Insurance and Equipment Costs	Pass	£498.00	£498.00
County Antrim Countryside Custodians	Small Activity Grant for Insurance and Equipment Costs	Pass	£491.87	£491.87
Hollybank Pre School	Small Activity Grant for Study Visit to Streamvale Farm	Pass	£500.00	£500.00
Mallusk Integrated Primary School PTA	Small Activity Grant for a Fun day	Pass	£500.00	£500.00
Maloney's FC	Small Activity Grant to hold 2 x Men's Mental and Physical Health Seminars	Pass	£425.00	£425.00
Muck and More Allotments	Small Activity Grant for Insurance Costs	Pass	£400.00	£400.00
Rathfern Community Angling Club	Seeding Grant for Insurance and Equipment Costs	Pass	£480.00	£480.00

Templepatrick Action Community Association	Small Activity Grant for Insurance Costs	Pass	£500.00	£500.00
Threemilewater Conservation and Angling Association	Small Activity Grant for Insurance Costs	Pass	£403.00	£403.00
Tidy Randalstown	Small Activity Grant for Insurance Costs	Pass	£500.00	£500.00
Total			£5,532.86	£5,532.86

The total budget available for the Community Development Grant Aid Programme including Small Grants for the 2021/22 financial year is £240,000.

In excess of 20 Small Grant applications are received each year therefore for Small Grants for the 2021/22 financial year Officers have estimated a budget requirement of around £10,000.

It will be a condition of funding that all community/voluntary groups ensure compliance with all relevant and applicable COVID-19 Government and Public Health Guidance and Regulations.

RECOMMENDATION: that the 12 Small Grant applications outlined above be approved at a total cost of £5,532.86 leaving a balance of approximately £5,000 in the budget.

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.11 CP/PCSP/088 PCSP LETTER OF OFFER & FUNDING AGREEMENT 2021/22

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

A formal Letter of Offer and Funding Agreement have been received (**enclosed**) for £303,540 for delivery against the PCSP Action Plan in 2021/22. This is the same allocation as has been received in recent years. In addition to this, £18,000 from the Northern Ireland Policing Board is included to fund Members expenses and meeting allowances, again a rollover budget from previous years. Members will be aware that Council provides a contribution of £86,434 towards delivery of the 2021/22 PCSP Action Plan and that provision for this has been made within the 2021/22 budgets.

Members may also wish to note that applications have been submitted to the Northern Ireland Housing Executive against specific projects within the 2021/22 PCSP Action Plan, namely Community Safety Wardens Scheme, 4 Tier Security Scheme and to assist in delivery of the 'BEAT' Summer Intervention Programme. Funding has been received through the NIHE Community Safety fund towards these projects, for a number of years.

RECOMMENDATION: that

- i. the Letter of Offer from the Joint Committee (Department of Justice and Northern Ireland Policing Board) be approved;**
- ii. that Members give the Chief Executive delegated authority to accept the NIHE Letters of Offer, should the applications be successful**

Prepared by: Lynda Kennedy, Peace IV & PCSP Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.12 CP/CD/390 ANTRIM AND NEWTOWNABBEY SPIRIT OF VOLUNTEERING AWARDS 2022

Members are reminded of the Antrim and Newtownabbey Spirit of Volunteering Awards held in Theatre at the Mill on Thursday 27 September 2018 to highlight and recognise the valuable commitment of those who volunteer their time within the Borough. The Spirit of Volunteering Awards are agreed to take place once in each Council term.

Initial planning is already underway for the 2022 Celebration Event which is scheduled to take place on Thursday 24 March 2022 at 7pm in Theatre at the Mill subject to the current COVID-19 Government and Public Health Guidance and Regulations in effect at that time.

The theme for the event will focus on "Precious Metals" and similarities between precious metals and volunteering will be highlighted throughout the event.

The nomination process this year will be launched via a virtual roadshow event to be held on Thursday 7 October 2021 at 7pm. The deadline for receipt of completed nomination forms is Friday 10 December 2021 at 4pm. It is envisaged that the assessment of applications will take place in early January 2022.

Proposed categories for the awards are as follows:

- I. Newcomer to Volunteering Award
- II. Team Spirit Award
- III. Personal Achievement Award
- IV. Covid-19 Community Impact Award
- V. Lifetime Contribution Award
- VI. Mayors Award – Not open for public nomination
- VII. Lord Lieutenants Award – Not open for public nomination

An element of the Councils 2021/22 Centenary Programme, approved by the Committee in March 2021, is Centenary Citizens. This project is seeking to identify 'unsung heroes' from the Borough both living and passed through a nomination process. It is proposed to incorporate the nominations for Centenary Citizens within the call for nominations to the Spirit of Volunteering Awards and showcase Centenary Citizens at the Celebration Event in March 2022.

A detailed description of all of the above categories will be included in the 2022 Nomination Pack.

In the past an Event Management and Assessment Panel has been established to work with Officers in the planning of the event and assessment of nominations. It is proposed that the membership of the panel for 2022 should include:

- The Mayor of Antrim and Newtownabbey
- The Chairperson and Vice Chairperson of the Community Planning Committee
- Her Majesty's Lord Lieutenant of County Antrim, Mr David McCorkell
- The Chief Executive of Volunteer Now, Denise Hayword
- Specialist Advisor on Volunteering, Paul Dinsmore
- Relevant Council Officers

It is estimated that the total cost of the 2022 Celebration Event will be approximately £20,000. Provision of £15,000 has been made in the 2021/22 estimates and a further £5,000 has been secured from the Department for Communities under their Volunteer Support Programme.

A further report will be presented to Committee in January 2022 detailing the arrangements for the "Celebration Event" and the issuing of guest invitations.

RECOMMENDATION: that

- 1. The proposed Spirit of Volunteering Awards Event programme for the 24 March 2022 be approved.**
- 2. Membership of the proposed Event Management and Assessment Panel for 2022 be approved.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

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

Members are reminded that the resumption of meetings of the Borough Arts and Cultural Advisor Panel on 24 February 2021 was noted at the March Committee meeting and that the minutes of the last meeting of the Panel of 11 March 2020 were approved.

The minutes of the meeting of 24 February 2021 are enclosed for Members' information and have been approved by the Panel having been circulated electronically.

Members are reminded that the Panel normally meets quarterly; however, at the February meeting it was agreed that given the pace of recovery additional Panel meetings could be convened if the Chair considered it necessary to bring the Panel together prior to the next scheduled meeting. Members are advised that such a meeting has been organised for 21 April 2021 and the minutes will be reported to a future meeting of the Committee.

RECOMMENDATION: that the minutes of the Borough Arts and Cultural Advisory Panel of 24 February 2021 be approved and the additional Panel meeting scheduled for 21 April be noted.

Prepared and approved by: Ursula Fay, Interim Deputy Director of Community Planning

4.14 AC/EV/66 CENTENARY OF NORTHERN IRELAND

A meeting of the NI Centenary Working Group was held on 22 April 2021 and the minutes of this meeting are enclosed for approval, having been circulated to the Working Group for their approval as they are not scheduled to meet again until August 2021.

RECOMMENDATION: that the minutes of the NI Centenary Working Group meeting of 22 April 2021 be approved.

Prepared and approved by: Ursula Fay, Interim Deputy Director Community Planning

4.15 AC/GEN/066 CENTENARY OF NORTHERN IRELAND – NIO ART PROJECT

Correspondence has been received from the NIO inviting the Council to participate in an arts projects as part of marking the Centenary of Northern Ireland, 'Our Story in the Making: NI Beyond 100'. A copy is enclosed for Members' information. All eleven Councils have been invited to participate in the project.

Councils are being offered funding of up to £4,000 to commission an artist, community group, or group of young artists local to the area, to create and develop a cultural piece of work - be that a piece of art or the development of a community space - that reflects the unique community of each council area. The project is not required to have a centenary narrative, but instead should capture a moment in time for the community.

It is proposed to participate in the project and submit an application to the NIO by the 1 June 2021 deadline. Further details on the outcome of the application and specific project being developed will be reported to a future meeting.

RECOMMENDATION: that an application to the NIO for £4,000 to commission an Arts Project, as part the NI Beyond 100 Centenary Programme, be submitted with the outcome of the application and project details to be reported to a future meeting.

Prepared by and approved by: Ursula Fay, Interim Deputy Director
Community Planning

4.16 AC/GEN/068 THE GATEWAY VISITOR CENTRE EXHIBITION UPDATE

Members are reminded that an update on the development of The Gateway Visitor Centre Exhibition was noted at the February 2021 Council meeting.

Proposed opening hours and charges are enclosed for Members' consideration. A seasonal approach to the opening hours has been taken based on previous experience of visitor patterns and the first six months of operation will provide evidence of actual visitor demand during school holidays, summer season, off peak and term time periods.

As this is a new exhibition and the footfall at the Loughshore Park has increased throughout the period of restrictions the proposed arrangements will be kept under regular review with a view to making adjustments if required to meet visitor demand.

The charging structure proposes that general visitor admissions including groups and schools during normal opening hours is free with charges proposed for additional private use, by advance booking, outside opening hours. All Borough schools will be invited to visit the new exhibition in its first months of operation and a marketing campaign will promote the exhibition offer to both residents and visitors from outside of the Borough.

A review of the first six months of operation will be brought to the December meeting of the Committee.

RECOMMENDATION: that the proposed opening hours and charging structure for The Gateway Visitor Centre Exhibition be approved with a six-month review brought back to the December 2021 Committee Meeting.

Prepared and approved by: Ursula Fay, Interim Deputy Director Community Planning

ITEMS FOR INFORMATION

5.1 CP/CD/354 COVID-19 COMMUNITY SUPPORT FUND

Members are reminded of the financial assistance available to Community & Voluntary Groups under the COVID-19 Community Support Fund Tranche 3 (£149,707.86), the Volunteer Support Fund (£31,852.74) and the Food Partnership Fund (£11,406 remaining) approved by Council in December 2020 and February 2021.

Delegated authority to approve applications for financial assistance under all strands of the COVID-19 Community Support Programme was granted to the Director of Community Planning in October 2020.

An update in relation to additional awards made under the above three funds, since the Community Planning meeting in March 2021, are outlined for Members information as follows:

COVID-19 Community Support Fund Tranche 3

The total budget available under the Covid-19 Community Support Fund Tranche 3 is £149,707.86. To date the following awards and expenditure have been approved:

Tranche 3 Category	Amount Awarded
24 Direct Awards Community & Voluntary Groups	£45,080
2 Direct Awards Neighbourhood Renewal Groups	£20,000
8 Direct Awards Areas At Risk Groups	£8,000
20 Awards - Open Call for Applications	£33,489.25
Cook Your Own Initiative – Purchase of 670 Slow Cookers and Hand Blenders	£24,006.10
Save The Children – Emergency Response for Children and Families at Home	£33,000
Management and Administration Costs	£7,485.39
Total	£171,060.74

The shortfall of £21,352.88 will be covered by the underspend from the Christmas and New Year Food and Essential Supplies Fund.

Volunteer Support Fund

The total budget available under the Volunteer Support Fund is £31,852.74. 15 Direct Awards totalling £10,305 and a further 11 Awards totalling £8,211.84 have been approved. This leaves a balance of £13,335.90 which will be used to provide Volunteer Packs for distribution to Community/Voluntary Groups and the purchase of awards for the 2021 Spirit of Volunteering Awards.

Food Partnership Food

The total budget remaining under the Food Partnership Fund is £11,406. 8 Initial Direct Awards, to DfC Food Pallet Scheme participants, totalling £7,549 have been approved followed by a further 8 awards totalling £3,857, leaving a zero balance.

A list of all approved awards for each of the three funds detailed above is enclosed for Members' Information.

RECOMMENDATION: that the report be noted.

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.2 CP/CP/074 MULTI AGENCY SUPPORT HUB

Members are reminded of the ongoing work of the Multi-Agency Support Hub (MASH) that was established within Antrim and Newtownabbey Borough in July 2017. The Support Hub aims to provide vulnerable individuals with the right support at the right time through collaboration and appropriate interventions.

The Antrim and Newtownabbey MASH is led by the Council's PCSP Co-ordinator and includes representation from statutory organisations. This includes Policing & Community Safety Partnership, Police Service of Northern Ireland, Northern Ireland Fire & Rescue Service, Northern Ireland Housing Executive, Youth Justice Agency, Northern Health & Social Care Trust, Northern Ireland Ambulance Service, Northern Ireland Probation Board, Department for Communities & Council (Environmental Health).

Following the launch of the Support Hub, the Department for Justice provided an annual financial contribution of up to a maximum of £3,600 per annum, towards administration costs of the Hub for up to three years. It was anticipated the Hubs would be subsumed within normal running costs of Council operations after this initial three year period and as such the Department of Justice wrote to Council in September to advise that the three year funding period for the Antrim and Newtownabbey Support Hub would end on 30 September 2020, this was later extended by 6 months, until 31st March 2021.

The Department of Justice has issued further correspondence **enclosed** confirming that further funding will be provided for all Support Hubs that require it in the 2021/22 financial year, including those for which the originally agreed funding period has ended.

The above review aligns with the 5 year Problem Solving Justice Strategic Plan to enable evidence-based decisions to be made about the future of pilot projects.

Members are also advised that correspondence **enclosed** has recently been received from the Department of Justice regarding the regional evaluation of support hubs in Northern Ireland. Officers will work with Support Hub partners to implement the 'suggestions for improvement' where relevant contained within Section 5 of the evaluation.

RECOMMENDATION: that the report be noted.

Prepared by: Lynda Kennedy, Peace IV & PCSP Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.3 CP/CP/175 NORTHERN IRELAND SAFE COMMUNITY SURVEY

Members are advised of correspondence received from the Department of Justice advising that the following bulletin has been published: Experience of Crime: Findings from the 2019-2020 Northern Ireland Safe Community Survey

The publication focuses on crime victimisation (prevalence and incidence) rates in both Northern Ireland and England and Wales for the following broad crime types:

- crimes affecting the whole household (mainly property offences), including vandalism, domestic burglary, vehicle-related theft, bicycle theft and other household theft; and
- personal crimes against respondents only (mainly violent offences), including common assault, wounding, mugging (robbery and snatch theft from the person), stealth theft from the person and other thefts of personal property.

Members can access the publication at <https://www.justice-ni.gov.uk/publications/experience-crime-findings-201920-northern-ireland-safe-community-survey>

RECOMMENDATION: that the report be noted.

Prepared by: Lynda Kennedy, Peace IV & PCSP Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.4 CP/CD/393 INDEPENDENT REVIEW OF CHARITY REGULATION IN NI

Members are advised that an independent review of Charity Regulation in Northern Ireland is underway.

The **enclosed** letter from the Chair of the Review Panel provides information on where to source information on the Terms of Reference for the review, the dates for the proposed webinars and the link to a related questionnaire.

RECOMMENDATION: that the review of Charity Regulation in Northern Ireland be noted.

Prepared and agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.5 CP/GEN/032 ADVICE NI: INDEPENDENT ADVICE SECTOR FUNDING

Members are reminded of the recent presentation from Community Advice Antrim and Newtownabbey on the subject of the draft NI Executive budgets for 2021/22 and the related prospect of a funding reduction £1.5m for independent advice services across NI.

Members had asked for letters to be issued to the Ministers for Communities and Finance reinforcing the Council's view that additional funding should be allocated to DfC for the purpose of maintaining the previous level of funding for the independent advice sector. These letters were issued by the Mayor and are **enclosed** for Members' information.

The **enclosed** replies have been received from the Department for Communities' Director, Voluntary & Community Division and from the Minister of Finance.

RECOMMENDATION: that the replies from the Department of Finance and the Department for Communities on the subject of Independent Advice Services funding 2021/22 be noted.

Prepared and approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.6 CP/CD/383 NEIGHBOURHOOD RENEWAL PARTNERSHIP FUNDING 2021/22

Members were aware that the Grange and Rathcoole Neighbourhood Renewal Partnerships were formally established in April 2006 under funding from the Department for Communities (DfC). These are inter-sectoral partnerships, tasked with driving the delivery of the neighbourhood renewal strategy in Grange (Ballyclare North and South) and Rathcoole (Macedon).

Rathcoole Neighbourhood Renewal Partnership Funding 2021/22

The 2021/22 Letter of Offer has now been received from the Department for Communities and is **enclosed** for Members' information.

The offer of funding for 2021/22 of £77,998.40 shows an increase of £790.68 from £77,207.72 in 2020/21.

Members were advised that this programme funds a Neighbourhood Renewal officer as well as a number of projects and a service level agreement with Synergy and Newtownabbey Women's Group in order to deliver the Rathcoole Neighbourhood Renewal Action Plan.

Grange Neighbourhood Renewal Partnership Funding 2021/22

The 2021/22 Letter of Offer has now been received from the Department for Communities and is **enclosed** for Members' information.

The offer of funding remains the same as 2020/21 at **£41,239.60** for 2021/22.

Members are advised that this programme funds a Neighbourhood Renewal officer who co-ordinates a number of projects with the local community and key stakeholders.

RECOMMENDATION: that

- i. the Letter of Offer from Department for Communities for £77,998.40 for Rathcoole Neighbourhood Renewal Partnership 2021/22 is noted; and**
- ii. the Letter of Offer from Department for Communities for £41,239.60 for Grange Neighbourhood Renewal Partnership 2021/22 acceptance is noted.**

Prepared by: Stefanie Buchanan, Tackling Deprivation Officer

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.7 CP/CD/354 COVID-19 COMMUNITY SUPPORT FUND – SAVE THE CHILDREN EMERGENCY RESPONSE PROGRAMME

Members are reminded of the delegated decision to award financial assistance totalling £33,000 (£20,000 in February 2021 and £13,000 in March 2021) to Save the Children under Tranche 3 of the Covid-19 Community Support Fund to deliver “An Emergency Response Programme for Families and Children”.

The programme, delivered in partnership with the Northern Health and Social Care Trust, Sure Start and Community Advice Antrim and Newtownabbey targeted Families experiencing extreme hardship who had a child aged 6 or under.

Delivered in February and March 2021, the partnership with Save the Children provided support to 135 children and 70 families who received financial help with basic items such as food, clothing, baby necessities, household products and educational aids.

Community Advice Antrim and Newtownabbey referred eligible clients to the programme and described how families experienced a sense of relief when offered the support. Recipients also welcomed a sense of dignity in how support was provided to enabling families.

A detailed copy of Save the Children's evaluation report “An Emergency Response Programme for Families and Children at Home” is **enclosed** for Members' information.

Following on from the success of this programme Officers will be exploring other opportunities for partnership working to provide future family support over the coming months.

RECOMMENDATION: that the report be noted.

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.8 CP/CP/090 CARNEGIE UK TRUST – EMBEDDING WELLBEING IN NORTHERN

Members are reminded that it was agreed at the Community Planning Committee on 8 March 2021 that Council would write to the Communities Minister endorsing the recommendations made by Carnegie UK Trust regarding the 'Embedding Wellbeing in Northern Ireland' project.

Members are advised that correspondence has been received from Department for Communities (DfC), a copy of which is **enclosed**.

RECOMMENDATION: that the report be noted.

Prepared by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

5.9 CP/CD/345 BALLYDUFF COMMUNITY CENTRE – REQUEST

A request has been received from Pride of the Hill Flute Band to erect two commercial grade gazebos within the rear grounds of Ballyduff Community Centre. These will be located within the perimeter fence of the centre.

The band received funding from the Ulster Scots Agency to purchase and use the gazebos for the purpose of enabling outdoor band practice to resume. The gazebos have removable sides and satisfy outdoor use under the current NI Executive regulations.

The band will provide suitable insurance and Council Officers will support the band to ensure a risk assessment including COVID-19 secure measures is in place.

RECOMMENDATION: that the report be noted.

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Interim Head of Community Planning

Approved by: Ursula Fay, Interim Deputy Director of Community Planning