



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

- In the Chair** : Councillor J Gilmour
- Committee Members (In Person)** : Alderman – P Michael
Councillors –J Burbank, M Cooper, P Dunlop,
N McClelland, R Lynch, V McWilliam,
V Robinson and L Smyth
- Committee Members (Remote)** : Councillors P Bradley, M Brady and T McGrann
- Non Committee Members (In Person)**: Aldermen - F Agnew, L Clarke, S Ross
Councillors - A Bennington, N Ramsay and
B Webb.
- Non Committee Members (Remote)**: Alderman Burns
Councillors - H Cushinan, S Flanagan, B Mallon and
R Wilson
- In Attendance (Remote)** : Mr Martin Fisher, Irish League of Credit Unions
Ms Carmel Morris, Irish League of Credit Unions
- Officers Present** : Director of Community Planning – U Fay
Head of Community Planning – R McKenna
ICT Systems Support Officer ICT – C Bell
ICT Help Desk Officer – Jonny Wilson
ICT Change Officer – Andy Cole
Member Services Officers – E Skillen & L Irwin

CHAIRPERSON'S REMARKS

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

The Chair expressed condolences on behalf of the Committee to Alderman McGrath and his family on the passing of his father.

1 APOLOGIES

Alderman McGrath and Councillor Stewart

2 DECLARATIONS OF INTEREST

Item 5.2 – Councillor Brady

Items 5.10 and 5.15 – Councillor Cooper and Councillor Dunlop

3 INTRODUCTION OF NEW STAFF

None

4 PRESENTATION

4.1 PRESENTATION FROM THE CREDIT UNIONS

The Chair welcomed Mr Martin Fisher and Ms Carmel Morris from The Irish League of Credit Unions remotely via zoom. Following their presentation Mr Fisher responded to Members' queries. The Chair and Members thanked them for their presentation and they left the meeting.

Proposed by Councillor McClelland

Seconded by Councillor Robinson and agreed

that the presentation be noted.

NO ACTION

5 ITEMS FOR DECISION

5.1 CP/CD/345 NORTHERN IRELAND CENTENARY COMMUNITY CENTRE BALLYDUFF – POLLING STATION REQUEST

Members were advised that correspondence had been received (circulated) from The Electoral Office for Northern Ireland regarding the Northern Ireland Local Council Elections, which would be held on Thursday 18th May 2023.

The Electoral Office for Northern Ireland had requested the use of the Northern Ireland Centenary Community Centre Ballyduff for use as a polling station on the day of the election.

Proposed by Councillor Robinson
Seconded by Councillor Brady and agreed that

the request from The Electoral Office to use the Northern Ireland Centenary Community Centre Ballyduff on Thursday 18th May 2023 as a polling station be approved.

ACTION BY: Paul Townsend, Community Facilities Coordinator

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

Members were reminded that it was agreed at the July Council meeting to provide £25,000 in financial assistance to Thrive for 2022/23 subject to a quarterly performance report being provided.

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

An Elected Member from each of the Macedon and Threemilewater DEA's was nominated to serve on the Thrive Project Board at the January 2021 Community Planning Committee.

The Quarter 3 Quarterly Performance Report was circulated for Members' approval.

Proposed by Councillor Cooper
Seconded by Councillor Lynch and agreed that

the Quarter 3 performance report be approved.

ACTION BY: Will McDowell, DEA Co-ordinator

5.3 CP/CD/444 ANTRIM AND NEWTOWNABBEY SENIORS' FORUM

Members were reminded that at the July Council Meeting it was agreed to provide funding of £15,000 for the 2022/23 financial year to Antrim and Newtownabbey Seniors' Forum and that a service level agreement between the Council and the Forum be developed.

Officers have continued to work with the Forum and Community Planning partners (NIHE, PHA, NHSCT, PSNI, NIFRS) to manage the service level agreement.

Members were also reminded that it was agreed at the July Council Meeting that a quarterly performance report be provided to the Community Planning Committee, from September 2022. The Quarter 3 Quarterly Performance Report was circulated for Members' approval.

Members were advised that the Quarter 3 Report was based upon performance measures in the Service Level Agreement.

Proposed by Councillor McClelland
Seconded by Councillor Smyth and agreed that

the Quarter 3 Quarterly Performance Report be approved.

ACTION BY: Conor Cuning, DEA Engagement Manager

5.4 AC/EV/025 BALLYCLARE MAY FAIR

Members were advised that the Ballyclare May Fair Working Group had resumed in October 2022 to commence planning for the May Fair which would be delivered from 20 to 27 May 2023. The Minutes of the meeting held on 18 January 2023 were circulated for Members' information.

Proposed by Councillor McWilliam
Seconded by Councillor Cooper and agreed that

the minutes of the May Fair Working Group meeting of the 18 January 2023, be approved.

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

5.5 AC/TOU/001 TOURISM NORTHERN IRELAND MARKET-LED FUNDING

Members were advised that an application to Tourism Northern Ireland's (TNI) Market-Led Development Programme had been successful. A funding offer of £20,000 had been made by TNI for the delivery of two 'Gin Fest' events in the Borough in partnership with the Belfast Artisan Gin School in Newtownabbey.

It was proposed to deliver the events in the Spring, in the White House and Antrim Castle Gardens. The Artisan Gin School intended to make two unique gins for each event associated with the local area using local botanicals, and would also pair other gins with local food.

If successful, the event model would be replicated annually as a key tourism offering, eventually becoming an Embrace a Giant Spirit experience.

Proposed by Councillor Lynch
Seconded by Councillor Smyth and agreed that

the offer of £20,000 from Tourism Northern Ireland to deliver two pilot 'Gin Fest' events at the White House and Antrim Castle Gardens be accepted.

ACTION BY: Mark McGrann, Tourism Manager

5.6 AC/TOU/001 TOURISM NORTHERN IRELAND MARKETING FUND

Members were advised that an application to Tourism Northern Ireland (TNI) to part-fund a Spring Tourism Campaign targeting domestic and Republic of Ireland audiences had been successful.

This marketing campaign would use outdoor billboards, radio, social media and online to promote the hidden gems to be found throughout the Borough. The anticipated cost of the campaign would be £30,000, of which TNI would contribute £20,000. Provision for the Council contribution of £10,000 existed in the tourism budgets. This campaign would feature both the Council's own 'Giant Tourism Brand' and TNI's Embrace a Giant Spirit brand. It was anticipated that the campaign would end in May 2023.

Proposed by Councillor McClelland
Seconded by Councillor Lynch and agreed that

the offer of £20,000 from Tourism Northern Ireland (TNI) for the development of a Spring Campaign promoting the Borough as a visitor destination be approved.

ACTION BY: Mark McGrann, Tourism Manager

5.7 AC/GEN/008 FREE USE OF THE COURTYARD THEATRE AND ANTRIM CASTLE GARDENS

Members were advised that a request for free use of The Courtyard Theatre had been made by the Education Authority for the Southern String Orchestra to deliver the Education Authority Music Service Ensemble on Monday 22 May 2023. In addition, they had requested free use for a pre-concert rehearsal on Monday 15 May 2023.

Members were also advised that a request for free use of Antrim Castle Gardens had been made by the Education Authority for the Central Area String Orchestra and Wind Band to deliver further Music Service Ensembles on Wednesday 17 and Thursday 18 May 2023.

Proposed by Councillor McWilliam
Seconded by Councillor Lynch and agreed that

the requests for free use by the Education Authority of The Courtyard Theatre on Monday 15 and Monday 22 May, and of Antrim Castle Gardens on Wednesday 17 and Thursday 18 May be approved.

ACTION BY: Greg Fox, Arts and Theatres Manager

5.8 AC/HE/024 BATTLE OF ANTRIM 225TH ANNIVERSARY

Members were reminded that the anniversary of the Battle of Antrim occurs on 7 June with the forthcoming anniversary marking the 225th year anniversary of this historic event.

The history surrounding this Battle and associated stories had the potential to be developed into a tourism experience and offer for Antrim town and beyond. A number of potential opportunities to mark this significant anniversary were detailed below.

These activities, proposed for delivery from 5 to 11 June 2023, would gauge interest in the potential for the Battle of Antrim to be developed into a product to drive visitors to the area as follows:

- Coach/walking tour with Stephen McCracken and Donal Kelly, two local tour guides and Battle of Antrim experts, to the Battle sites in the Borough including Antrim, Templepatrick and Randalstown (tickets £15 including lunch)
- Re-enactment of Battle of Antrim on 7 June 2023 in Market Square (free event)
- Stage performance on 4 June 2023 with Patrick Cullivan at the Old Courthouse, giving a historical narrative of the Battle (tickets £15)
- Historical exhibition in the Clotworthy Exhibition Space throughout June in partnership with the Ulster Scots Agency (free event)

The Director of Community Planning agreed to undertake further research on Colonel Lumley and historical artefacts potentially held by the Ulster Museum.

Proposed by Alderman Michael
Seconded by Councillor Burbank and agreed that

proposals to commemorate the 225th anniversary of the Battle of Antrim be approved.

ACTION BY: Mark McGrann, Tourism Manager

5.9 CP/CP/213 CORONATION OF HIS MAJESTY KING CHARLES III SUB COMMITTEE

Members were reminded that at the Council meeting in October it was agreed to the establishment of a Sub Committee, to commemorate Her Majesty Queen Elizabeth II and to plan for the Coronation of King Charles III. The third meeting of the Sub Committee was held in Mossley Mill on Thursday 26 January 2023.

The minutes of this meeting were circulated for Members' information.

Members were advised that a screening exercise on the programme had now been carried out with the form circulated for Members' information. An equality Impact Assessment was not recommended.

The Director of Community Planning answered Members' queries and advised that an updated costing report would be brought back to the next sub-committee meeting.

Proposed by Councillor Burbank
Seconded by Councillor Smyth and agreed that

(a) the minutes of King Charles III Coronation Sub Committee meeting of 26 January 2023 be approved;

(b) the outcome of the Section 75 screening exercise be approved.

ACTION BY: Ursula Fay, Director of Community Planning

5.10 CP/TD/002 AREAS AT RISK FUNDING 2023/24

Members were reminded that the Areas at Risk (AAR) programme was delivered across six Super Output Areas in Antrim and Newtownabbey. Historically the Newtownabbey AAR programme was part funded by the Department for Communities (DfC), whilst the Antrim AAR programme was fully funded by the Council. Confirmation of DfC funding for 2023/24 was yet to be received.

Members were 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 by the Council in August 2020, was suspended in November 2020 pending review of the AAR Programme by DfC; the AAR programme would therefore remain a direct award process for 2023/24.

At the January 2021 Committee, Members were advised that DfC planned to undertake a review of Neighbourhood Renewal and Areas at Risk and it was agreed that the Council review of AAR be deferred until after the DfC review findings were published. The DfC review had now commenced and was expected to be concluded within an 18 month to two-year time frame. DfC had indicated the earliest programme changes could be expected in the 2024/2025 funding year.

It was agreed by the Committee in May 2021 to bring the administration of the AAR programme into line with other Community Grant funding processes, including moving groups onto the Council's Grant Manager System.

Members were advised that the 2023/24 AAR funding programme would open for applications on 15 February 2023 and close by 15 March 2023.

The anticipated AAP Funding for 2023/24 was set out below:

	DfC Contribution	Council Contribution	Totals
	2023/24 TBC	2023/24 TBC	TBC
Newtownabbey AAR	£66,750 TBC	£60,170	£126,920
Antrim AAR	£0	£111,210	£111,210
Totals	£66,750	£171,380	£238,130

Newtownabbey AAR Projects Funded 2022/23

- The Areas at Risk Newtownabbey Project covers Carnmoney, Monkstown and Mossley.
- The contribution committed by the Council in 2022/23 to the Newtownabbey Areas at Risk Projects was **£60,170**
- A Letter of Offer from DfC to confirm their 2023/24 contribution was anticipated for the same amount.

Based on previous allocations, the following awards were proposed for 2023/24:

Organisation	ANBC £	DFC TBC £
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
Hollybank 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

Antrim AAR Projects Funded 2022/23

- The Antrim Areas at Risk Project covers Farranshane, Ballycraigy and Steeple
- The contribution committed by the Council in 2022/23 was **£111,210**.
- Project plans were subject to Council approval following submission of Project Proposals by Groups (this is completed retrospectively of the Newtownabbey Letter of Offer from DfC being received by Council).

Based on previous allocations the following awards were proposed for 2023/24:

Organisation	ANBC £
St Joseph's Nursery School Steeple Nursery School	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

Proposed by Councillor Lynch
 Seconded by Councillor McClelland and agreed that

the Areas at Risk Programme for 2023/24 be approved subject to confirmation of anticipated funding from the Department for Communities.

ACTION BY: Stefanie Buchanan, Community Development Manager

5.11 CP/CD/201 COMMUNITY FACILITIES PRICING SCHEDULE 2023-2024

Members were advised that a review of Community Planning charges was carried out annually. The current Community Facilities schedule of charges was approved by the Committee in March 2022.

Officers had undertaken a wider review of Community Facilities operations and it was proposed to make changes to the schedule of charges to allow for consistent and streamlined pricing for Community Facilities. In the year ahead, Officers would also review historical pricing anomalies for specific bookings with the aim of phasing these out over time.

The current schedule was circulated for Members' information.

Proposed by Councillor Robinson
 Seconded by Councillor Dunlop and agreed that

the 2023/2024 Community Planning Schedule of Charges be approved.

ACTION BY: Paul Townsend, Community Facilities Coordinator

5.12 CP/CD/440 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME SMALL GRANTS FUNDING RECOMMENDATIONS 2022/2023

Members were reminded about the Small Grants Programme, which was 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 of up to a maximum of £1,000 (revised and approved by Council in October 2021) towards seeding costs and/or insurance or a small activity and/or insurance.

Members were advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2022/23 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 the receipt of a Group Constitution, List of Committee Members, Bank Statement, Annual Accounts and a signed disclosure from the group confirming that all other appropriate supporting documentation was in place and could be provided on request or the offer of funding would be withdrawn.

During the month of January, 2 applications totalling £1,611 were received and assessed by Officers. Following assessment one was deemed ineligible and one funding award was recommended as below:

Group Name/Project Promoter	Project Description/Title	Pass/Fail	Amount Requested	Amount Awarded
Randalstown District Loyal Orange Lodge No. 22	Event safety steward training and associated costs	Pass	£947	£947
Total			£947	£947

Proposed by Councillor Lynch
 Seconded by Councillor Dunlop and agreed that

the Small Grant application outlined above for Randalstown District LOL No. 22 be approved at a total cost of £947.00.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

5.13 AC/HE/039 ROYAL ULSTER CONSTABULARY GEORGE CROSS CENTENARY

Members were reminded that the following motion was carried at the December 2022 Council meeting:

"This Council acknowledges the great sacrifice of the men and women who served dutifully and bravely in the Royal Ulster Constabulary George Cross and in this, the centenary year of that organisation and of policing in Northern Ireland, commits to make provision for tangible and lasting commemorative tribute within the Borough. The Council thus invites Officers to present an options paper to the relevant committee for consideration".

It was proposed that a permanent memorial to the Royal Ulster Constabulary George Cross was erected in Ballyclare War Memorial Park, similar in size to the existing memorial in Antrim. The following inscription for the memorial was proposed:

“This memorial marks the great sacrifice and honours the dutiful and brave service of all men and women of this Borough who served in the Royal Ulster Constabulary George Cross and their dedicated contribution to policing.

Installed to mark the centenary of the foundation of policing in Northern Ireland”.

It was also proposed to hold a Civic Event in Mossley Mill, at a date to be confirmed, prior to the end of the Council term. Invited guests would be representative of various RUC Associations and bodies representing former officers and widows, as well as the PSNI.

A screening exercise on the proposals had been carried out with the form circulated for Members' information; an equality Impact Assessment was not recommended.

Proposed by Councillor Bradley

Seconded by Councillor McWilliam and agreed that

- (a) the installation of a memorial to the Royal Ulster Constabulary George Cross in Ballyclare War Memorial Park, including the proposed inscription, be approved;**
- (b) the hosting of a Civic Event to mark the centenary of policing in Northern Ireland in Mossley Mill be approved;**
- (c) the outcome of the Section 75 screening exercise be approved.**

ACTION BY: Ursula Fay, Director of Community Planning

5.14 AC/EV/17 ENCHANTED WINTER GARDEN 2022 REVIEW

Members were reminded that it had been agreed at the April Council Meeting to deliver the Enchanted Winter Garden event in 2022 at a cost of £46,000 with admission fees of £7.50 per adult, £5 per child and £22 for a family of four with an exploration of methods to enable Borough residents to avail of a 'ticket price freeze' to be explored further.

At the July Council Meeting it was agreed that the 2019 ticket prices of £6 per adult, £4 per child and £18 per family of 4 be retained by Borough residents for the 2022 event and also to deliver a soft opening event on Friday 25 November 2022, when residents identified by engagement with Elected Members and the community and voluntary sector, would be invited to enjoy the event as guests. It was also agreed at the July Council Meeting that Food NI be appointed to deliver the food element of the event in 2022.

The 2022 event was delivered over a total of 19 nights spanning four weeks from late November to just before Christmas, with two inclusive event evenings and the soft opening on 25 November 2022. The event opened to the public on Saturday 26 November 2022 and finished on Tuesday 20 December 2022, operating from 4.30pm to 9.30pm on each scheduled date with a capacity of 7,500 visitors on each evening.

A detailed review of the event's performance in 2022 was circulated for Members' information. Key performance indicators were as follows:

- Estimated Cost to the Council £46,000
- Total Expenditure - £707,265
- Total Income - £788,804
- Surplus to Council - £81,539.49
- No of Paying Attendees – 123,388 (plus around 4,000 who attended the soft opening)
- % Occupancy – 97%
- % of Visitors from Outside the Borough - 74%
- Marketing Reach – over 1.4M social media engagements and 5.95% average click rate

Although the 2022 Enchanted Winter Garden attracted record numbers of visitors and generated a healthy surplus, this was lower than in 2021 because of significant cost increases relating to fuel, infrastructure and performers' fees. In addition, the 2021 event availed of the Covid19 reduced VAT rate of 12.5% and the soft opening event carried additional variable costs.

Proposed changes for the 2023 event

Feedback from the event was largely positive, and the redesigned site layout in 2022 removed many previous causes of queueing. There were, however, some queue and crowding problems experienced in 2022 for some of the most popular attractions like Santa's Grotto and The Grinch, and plans for the event in 2023 would try to address this (for example by relocating or considering the use of more than one Santa's Grotto).

The 2023 event would also utilise more of the Antrim Castle Gardens estate in order to alleviate further crowded pressure points without having to reduce overall visitor numbers: for example, the whole of the Event Field would be used for food and amusements, and a larger part of the Wonderland Wood would be brought to life through lighting installations.

The Council had successfully improved the event experience each year and in 2022 the 97% occupancy reached its highest level with the highest number of attendances since the event began.

In order to generate additional income it was proposed to retain for 2023 the resident prices at £6 per adult, £4 per child and £18 per family of 4. However, it was proposed to increase the non-resident price to £10 per adult, £7 per child and £30 per family of 4. This had the potential to generate additional income of £180,000 and therefore an estimated surplus of £260,000, which in turn could support further improvements to the event experience including increasing the annual spend on the lighting installations by £50,000. The financial plan for the event always ensures there was mitigation against significant income losses that would occur if particularly poor weather disrupted running of the event causing cancellations and this price uplift minimised this risk to the Council.

Price comparisons with other similar events show that non-resident prices of this level still ensure that the Enchanted Winter Garden had the lowest admission of all similar events across NI and beyond.

It was also proposed to deliver a 'soft opening' evening once again in 2023 and engage with Elected Members and the community and voluntary sector to invite up to 5,000 residents to the event on a complimentary basis.

To coincide with the event in 2022 a variety of activities and animations were delivered at Ulster Bar Corner in an effort to draw more visitors into the town centre. It was proposed to build upon this for 2023 with the delivery of a Christmas food and craft market in Ulster Bar Corner for the duration of the Enchanted Winter Garden.

A demand for street food and seasonal drinks within the event would be catered for with retention of the Festive Fayre event element and it was proposed to outsource delivery of this in 2023 whilst ensuring the opportunity was promoted extensively to local traders.

The Director of Community Planning advised that additional promotion through Council platforms would be undertaken for the food provision.

Members thanked and congratulated the Director and team for the delivery of another successful event.

Proposed by Councillor Smyth

Seconded by Councillor Lynch and agreed that

- (a) the delivery of the Enchanted Winter Garden event in 2023 as outlined be approved.**
- (b) admission fees of £6 per adult, £4 per child and £18 per family of 4 for Borough residents be approved.**
- (c) admission fees of £10 per adult, £7 per child and £30 per family of 4 for non residents be approved.**
- (d) delivery of a 'soft opening' of the event free of charge to residents selected by invite be approved.**
- (e) an increase in the lighting installation budget of £50,000 be approved with a public tender to appoint a contractor to deliver the lighting for a three year period to be carried out.**
- (f) the delivery of a Christmas food and craft market at Ulster Bar Corner throughout the duration of the Enchanted Winter Garden event be approved.**
- (g) the delivery of the Festive Fayre element of the event by a specialist contractor be approved with a procurement exercise to appoint a suitable contractor carried out.**

ACTION BY: Samuel Hyndman, Culture and Events Manager

5.15 CP/GEN/046 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME RECOMMENDATIONS 2023/2026

Members were reminded that a presentation on the Community Development Grant Aid Programme was made by Officers to the Community Planning Committee in September 2022 and the proposed changes to the Community Development Grant Aid programme approved.

A call for applications under the new programme opened on 30 November 2022 closing on 31 January 2023. To support applications to this programme, Officers delivered 7 grant workshops, 5 in person and 2 virtual as well as offering one-to-one support to all groups.

Members were reminded that a pass threshold of 50% applied to applications to the new Community Development Grant Aid Programme and that groups were not required to demonstrate match funding. Members noted that proposed awards were subject to the receipt of all relevant supporting documentation, or the offer of funding would be withdrawn.

The total budget available for the 2023/24 Community Development Grant Aid Programme was £440,000 as provided for in the 23/24 estimates, of which £50,428.20 (similar to the amount awarded in 2022/23) was anticipated from the Department for Communities (DFC) under its Community Support Programme for 2023/24 and the remaining £389,571.80 from the Council.

In total 70 applications were received and assessed by a panel of Officers, a full list of all the applications was circulated for Members' information.

60 applications successfully achieved the required 50% pass a threshold requesting £377,095.00 for the 2023/24 financial year. In addition, 14 premises grant recipients, who were successful in achieving 3-year funding in both 2021 and 2022, submitted expenditure profiles for 2023/24 and had requested financial assistance totalling £65,812.84 bringing the overall total amount requested from the Community Development Grant Aid programme in 2023/24 to £442,907.84. Year 2 & Year 3 funding was subject to satisfactory monitoring and evaluation.

All successful applications under this call were being awarded financial assistance for a 3-year period and it was estimated that the budget required for years 2 and 3 was currently £438,621.84 and £379,007.00 respectively.

A financial summary of all applications received for 2023/26 was provided in the table below:

Summary of Community Development Grant Aid Requests 2023/26					
Grant Stream	No. of App's	Successful Applications (Scored 50% and above in 2023/24)	Total Requested Year 1 2023/24	Total Requested Year 2 2024/25	Total Requested Year 3 2025/26
Premises (Year 2) Previously Approved	13	-	£60,812.84	£60,812.84	-
Premises (Year 3) Previously Approved	1	-	£5,000.00	-	-
Total	14	-	£65,812.84	£60,812.84	-
Community Facilities and Programmes	40	31	£267,170.00	£267,804.00	£268,982.00
Community Programmes and Activities	30	29	£109,925.00	£110,005.00	£110,025.00
Total	70	60	£377,095.00	£377,809.00	£379,007.00
Overall Total	84	60	£442,907.84	£438,621.84	£379,007.00

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

A second call for applications to the Community Development Grant Aid Programme would open on Monday 3 April 2023 and close on Friday 5 May 2023 at 4pm. It was anticipated that most demand for funding had been currently met with this first call.

Technical Assistance and Small Grants would open on Wednesday 15 February 2023 on a rolling programme with applications being reported to Community Planning Committee on a monthly basis as before.

Proposed by Councillor Lynch
 Seconded by Councillor McWilliam and agreed that

the 60 applications totalling £442,907.84 that achieved the 50% pass threshold be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

5.16 AC/GEN/085 COMMUNITY FESTIVALS FUND GRANT AID RECOMMENDATIONS 2023-2026

Members were reminded that a presentation on the Community Development Grant Aid Programme was made by Officers to the Community Planning Committee in September 2022 and the proposed changes to the Community Development Grant Aid programme approved.

A key change to Community Festival Funding was that Groups could now seek funding for up to three years for established festivals. The benefits of this were that groups could plan ahead with the security of three years funding (subject to satisfactory post event evaluation), they need to complete an application only once and officers were released from administration of funding to support groups to develop their capacity to deliver events.

Members were reminded that a pass threshold of 50% applied to applications to the Community Festivals Fund. Members also noted that proposed awards were subject to the receipt of all relevant supporting documentation, or the offer of funding would be withdrawn.

Members were also reminded that following a Council decision in October 2021 the award threshold for Community Festival Grants was increased from £5,000 to £10,000, effective from 1 April 2022, for festivals attracting in excess of 5,000 attendees. In total 18 applications were received and assessed by a panel of officers. The total amount requested from all 18 applications for 2023/24 was £112,975.

The total budget available for the 2023/24 Community Festivals Fund was £80,000 as provided for in the estimates, of which £27,400 (similar to the amount awarded in 2022/21) was expected from the Department for Communities (DFC) under its Community Festivals Programme for 2023/24 and the remaining £52,600 from the Council. Notification of the 2023/24 award was expected from DFC in May 2023 and would be reported to the Council in June 2023.

All applicants applied for three-year funding. Of the 18 applications received, 5 were unsuccessful and 13 applications achieved the required 50% pass threshold. The five unsuccessful applications did not meet the approved definition of 'Community Festival', however applicants would be contacted and provided with feedback in preparation for the next round of Community Festival funding or signposted to other event funding streams for events such as the Coronation and Christmas Funds, which were more appropriate for their events.

A full list of all the applications received was circulated for Members' information. It was proposed to fund all successful applications at a cost of £95,625.

Proposed by Councillor Lynch

Seconded by Councillor Robinson and agreed that

the 13 applications totalling £95,625 that achieved 50% pass threshold be approved.

ACTION BY: Gregory Fox, Arts and Theatres Manager

5.17 CP/CP/223 DEPARTMENT FOR COMMUNITIES HARDSHIP FUND

Correspondence had been received from the Department for Communities (DfC) advising that they would be providing funding for a hardship scheme to allow Councils to provide financial support to the most vulnerable in this financial year.

The exact quantum of the hardship fund was yet to be finalised. In order to avail of this funding the Council had been requested to confirm that it had the remit to be able to make such payments.

In order to operate such a scheme, the Council would need to set eligibility criterion and identify suitable delivery partner(s) such as Community Advice Antrim and Newtownabbey (CAAN).

Given the very tight timescales and audit requirements, it was proposed that the Chief Executive be given delegated authority to approve the design of the Hardship Scheme including appointment of delivery partners with an update report brought back to the Council at the earliest opportunity.

Proposed by Councillor McClelland
Seconded by Councillor McWilliam and agreed that

delegated authority for the Chief Executive to approve the design and delivery of a Hardship Scheme to disperse Department for Communities funding to the most vulnerable by end of March 2023 be approved.

ACTION BY: Ursula Fay, Director of Community Planning

6 ITEMS FOR INFORMATION

6.1 CP/GEN/044 IPB PRIDE OF PLACE AWARDS 2022

Members were reminded of The Annual IPB Pride of Place Awards in association with Co-operation Ireland, the aim of which was to recognise the efforts and endeavours of communities throughout Northern Ireland and the Republic of Ireland to make their place the best place in which to live.

In May 2022 the Council nominated three groups for the 2022 competition:

- A Safe Space to be Me (Community Wellbeing Initiative)
- Bawnmore and District Residents Association (Housing Estates)
- Whiteabbey Village Business Association (Urban Neighbourhoods)

Members were advised that the three local groups were recognised at the annual Pride of Place Awards, which took place on Saturday 21 January 2023 at the Clayton Hotel, Burlington Road, Dublin.

A Safe Space to be Me were joint winners of the Community Wellbeing Initiatives Category. Bawnmore and District Residents Association received the runners up award in the Housing Estates category and Whiteabbey Village Business Association received the runners up award in the Urban Neighbourhoods Category.

The deadline for nominations to the 2023 competition would close on Saturday 13 May 2023. A further report would be presented to Committee in March 2023 detailing potential nominees for Members' consideration.

Proposed by Councillor McWilliam
Seconded by Councillor Cooper and agreed that

the report be noted with a further report to be presented to the Committee in March 2023 detailing potential nominees for Members' consideration.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

6.2 CP/CP/207 COST OF LIVING CRISIS – SUPPORT INITIATIVES

Members were reminded that at the December Council Meeting, it was agreed that officers would bring a report to the relevant committee to consider what additional help could be provided to residents during the cost of living crisis.

Members were reminded that the Council was committed to supporting the most vulnerable in local communities and was currently engaged in a number of support programmes and initiatives including;

- Warm Welcome Programme
- Heater Lending Scheme
- Oil Stamp Saving Scheme
- Keep Warm Packs
- Muddy Boots Experience
- Concessionary Leisure Membership
- School Uniform Re Use Scheme
- Christmas Toy Scheme
- Social Supermarket in partnership with Community Advice Antrim and Newtownabbey
- Slow Cooker Programmes
- Period Poverty Initiative

These initiatives aimed to increase public access to community programmes and support during the winter.

Many of these programmes and initiatives were supported and further complemented by the Council's Community Planning partners PHA, NIFRS, NHSCT and PSNI.

Alongside these programmes and initiatives Officers had developed a 'Cost of Living' booklet aimed at providing information and support from the ongoing cost of living crisis.

Proposed by Councillor McWilliam
Seconded by Councillor Cooper and agreed that

the report be noted.

NO ACTION

6.3 CP/CD/433 CENSUS 2021

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

Further results from Census 2021 were published on 15 December 2022. The results were available on the NISRA website. These results were in relation to Health and Housing.

Census 2021 person and household estimates would be published for the District Electoral Areas (80 areas), Super Data Zones (850 zones) and Data Zones (3,780 zones) in Northern Ireland on 21 February 2023.

Other main Census 2021 statistics would be released in stages up to Summer 2023. The results and further information on Census 2021 were available on the NISRA website; www.nisra.gov.uk/Census2021

Proposed by Councillor McWilliam
Seconded by Councillor Cooper and agreed that

the report be noted.

NO ACTION

6.4 CP/CP/16 HOLOCAUST MEMORIAL DAY 2023

Members were reminded that Holocaust Memorial Day was held annually on 27 January globally. The theme for Holocaust Memorial Day 2023 was 'Ordinary People'.

A Special Remembrance Service was hosted by the Mayor Alderman Stephen Ross on Sunday 22 January 2023 at Monkstown Jubilee Centre as part of the Council's commitment to remembering the Holocaust.

Over 50 guests took part in the service. The event was also attended by The Deputy Lieutenant for County Antrim Professor Mark Taylor, Consul General of the Republic of Poland in Belfast Mr. Mariusz Stus, and the US Consul General Mr Paul Narain who laid wreaths. The key note speaker was Mr Oliver Sears founder of Holocaust Awareness Ireland on 'Second Generation Reflection: The Objects of Love.'

The event concluded with a civic ceremony at the Holocaust memorial followed by a light supper. A selection of photos from the service were circulated for Members' information.

Delivery of the Holocaust Memorial Day was made through the Good Relations Action Plan 2022/23.

Proposed by Councillor McWilliam
Seconded by Councillor Cooper and agreed that

the report be noted.

NO ACTION

6.5 CP/GR/171 ASYLUM SEEKERS UPDATE

Members were reminded that at the Community Planning Committee meeting in November 2022 it was noted The Executive Office (TEO) had established an Asylum Accommodation Operational Group with representatives from the TEO, Home Office, Migrant Help, NIHE, PSNI, EA and Councils currently providing Asylum Seekers accommodation.

Members were aware that the provision of accommodation for asylum seekers was the responsibility of the Home Office and managed through a contact with Mears locally.

At the Community Planning Committee meeting in September it was noted that a Newcomers Welcome Pack had been created to support any of those who would be arriving in the Borough through this scheme.

To date most asylum seekers coming to Northern Ireland had been accommodated in the Belfast City Council area through hotel accommodation with approximately 1500 asylum seekers currently accommodated in Belfast in this way.

Hotel contingency accommodation had also been procured by the Home Office outside of Belfast with the Chimney Corner Hotel currently in use locally for this purpose. In addition, the Home Office had advised that there were a small number of families and single adults being accommodated in residential properties in the Borough in both family accommodation and houses of multiple occupancy (HMO's).

Members were advised that in addition to the Operational Group TEO had more recently established a multi-agency Asylum Seekers Assistance Centres Group. Up until June 2021 Belfast was receiving on average 40 asylum seekers per month but this had increased since this time to approximately 190 each month.

It was anticipated that as a result of this increased demand and limited capacity in the Belfast area the number being accommodated in the Borough and neighbouring areas would increase in the coming months and would reach such a level as would require the support of assistance centres.

Meetings of this group had commenced and discussions about what an assistance centre might look at in each Council area were taking place recognising that the context in each Council area was different.

Members were advised that TEO had invited Councils to submit funding proposals to provide support to individuals seeking asylum placed within their Council areas. The funding allocation to support the work in Antrim & Newtownabbey was £82,200.65; a Memorandum of Understanding for this amount was pending.

A 2022-23 programme proposal, and a 2023-24 programme proposal had been developed. The proposals (circulated) outlined an initial scoping exercise to ascertain current provision and need, alongside recovering spend already incurred in 2022-23. Additionally, further delivery was outlined in the 2023-24 proposal building on the outcomes of the pending scoping exercise.

Proposed by Councillor McWilliam
Seconded by Councillor Cooper and agreed that

the report be noted.

NO ACTION

6.6 PT/CI/105 CORPORATE PLANNING WORKSHOP 2022

Members were reminded that the Corporate Planning Workshops were held on the 4 November and 2 December 2022 in Mossley Mill and remotely.

It was agreed at the Policy and Governance Committee on 10 January 2023 that the actions arising from the workshop were to be brought back to the relevant Committee.

The following actions were relevant to the Community Planning Committee:

- Council considers offering household financial management courses to residents.

- Further information be supplied relating to the proportion of successful applications out of 336 telephone calls received in relation to benefits assistance.
- Council considers holding 'Warm Welcome' events in rural communities after school hours and at weekends.

Members were advised of the following update in relation to each action:

Financial Management Courses:

Through the Community Capacity Building Programme a range of courses had been developed and delivered in 2022/23. These included a Financial Management Course that was delivered on Wednesday 8 February via zoom.

Successful Benefit Applications:

This information was not currently provided to the Council. However, Officers had committed to engaging with NIHE and NI Sustainable Energy Programme to establish if it was possible to get a sense of the number of Boilers/Energy Efficiency measures installed and an update would be brought to a future meeting.

Warm Welcome Programme:

The Council's Warm Welcome Programme, organised in partnership with local community/voluntary groups, had been adapted to host a range of activities in urban and rural settings including evening classes.

Proposed by Councillor McWilliam

Seconded by Councillor Cooper and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Cooper

Seconded by Councillor Dunlop and agreed

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

7 ITEMS IN CONFIDENCE

7.1 IN CONFIDENCE CP/CD/289 & CP/CD/345 DUNANNEY CENTRE & NORTHERN IRELAND CENTENARY COMMUNITY CENTRE BALLYDUFF – TENANCY RENEWALS

Members were reminded that there were a number of rentable offices in both the Dunanney Centre and Northern Ireland Centenary Community Centre

Ballyduff. Rent was approved at a cost of £[REDACTED] per square metre per annum at the Council meeting on 26 February 2018.

It was proposed to renew tenancy agreements as follows:

Organisation	Rooms Requested for Rental Renewal	Tenancy Renewal Date and Term	Rental Income (per annum)
Ballyduff Community Redevelopment Group	Northern Ireland Centenary Community Centre Ballyduff - Office 2	From 2 March 2023 for 1 year	£[REDACTED]
Surestart	Dunanney Centre Playgroup Rooms	1 st April 2023 for 2 years	£[REDACTED]

Proposed by Councillor Robinson
 Seconded by Councillor Lynch and agreed that

- a) **the tenancy including keyholder option for Ballyduff Community Redevelopment Group be approved for rental of Office 2 Northern Ireland Centenary Centre Ballyduff from 2 March 2023 for 1 year at a cost of £[REDACTED] per annum be approved.**
- b) **the tenancy including key holder option for Surestart for rental of the Playgroup rooms at the Dunanney Centre from 1st April 2023 for 2 years at a cost of £[REDACTED] per annum, be approved.**

ACTION BY: Paul Townsend, Community Facilities Coordinator

The Chairperson advised that the following supplementary report would be taken at this point.

7.2 IN CONFIDENCE AC/EV/003 FOOD NI PROPOSAL FOR GARDEN SHOW IRELAND 2023

Food NI had developed the circulated proposal to work with the Council in the same capacity for Garden Show Ireland 2023. As part of this proposal, Food NI would be responsible for managing expressions of interest and selecting vendors based on criteria including freshness, taste, local sourcing, health and well-being, sustainability and award-winning products and companies. In total Food NI would expect to procure 23 local artisan food and drink producers, 8-10 street food vendors, 4-5 coffee vendors, and 2-3 ice cream vendors.

Food NI had proposed a fee of £[REDACTED] to the Council and given a commitment to source producers, traders and vendors from the Borough where possible as part of their proposal.

The Director of Community Planning provided clarity around food provision for the event.

Proposed by Councillor Lynch
 Seconded by Councillor Bradley and agreed that

Food NI's proposal to manage the food element of Garden Show Ireland 2023, including payment of a fee of £[REDACTED] to the Council, be approved.

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

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Dunlop
Seconded by Councillor Cooper and agreed

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

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

There being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 7.41pm.

MAYOR

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