



6 September 2023

Committee Chair: Councillor T McGrann

Committee Vice-Chair: Councillor R Lynch

Committee Members: Aldermen – L Boyle, J McGrath, P Michael and S Ross

Councillors – M Brady, P Dunlop, N Kelly, B Mallon,  
V McWilliam, M Ní Chonghaile, A O'Lone, S Ward  
and S Wilson

Dear Member

### **MEETING OF THE COMMUNITY PLANNING COMMITTEE**

A meeting of the Community Planning Committee will be held in the **Council Chamber, Mossley Mill on 11 September 2023 at 6.30 pm.**

You are requested to attend.

Yours sincerely

Jacqui Dixon, MBE BSc MBA

**Chief Executive, Antrim & Newtownabbey Borough Council**

**PLEASE NOTE: Refreshments will be available in the Café from 5.20pm**

**For any queries please contact Member Services:**

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## **A G E N D A**

### **1 APOLOGIES**

### **2 DECLARATIONS OF INTEREST**

### **3 INTRODUCTION OF NEW STAFF**

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5.8 Ulster-Scotch Leid Week 20 to 25 November 2023

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- 5.14 Evaluation of The Licensing of Pavement Cafes Act (Northern Ireland) 2014
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- 5.19 Equality and Diversity Working Group
- 5.20 Land Provision for Sailors and Soldiers Act 1919
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- 5.22 PCSP Letter of Offer and Funding Agreement 2023/24
- 5.23 Christmas Festivity Programme 2023
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## **7 ITEMS IN CONFIDENCE**

- 7.1 Borough Arts and Cultural Advisory Panel Constitution and Membership
- 7.2 Museum at The Mill and Sentry Hill – UK Museum Accreditation
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**8 ANY OTHER RELEVANT BUSINESS**

**REPORT ON BUSINESS TO BE CONSIDERED AT THE  
COMMUNITY PLANNING COMMITTEE MEETING ON  
11 SEPTEMBER 2023**

**4 PRESENTATIONS**

**4.1 G/MSMO/142 DEPARTMENT FOR INFRASTRUCTURE**

Members will be aware that they had previously approved a request from the Transport Planning and Policy Division of the Department for Infrastructure to make a presentation on the Eastern Transport Plan 2035.

A copy of the presentation is **enclosed** for Members' Information and the presentation will be made in person by Mr James Cairns, (Planning Officer) and Mr Tony Rafferty (Eastern Transport Plan Project Manager).

## 4.2 G/MSMO/142 GILBERT STUDENT EXCHANGE PROGRAMME

Members will be aware that the Gilbert Student Exchange Programme takes place annually and is now in its 20<sup>th</sup> year. Four students have taken part in this year's programme in June 2023, with three being in attendance in person.

A copy of the presentation is **enclosed** for Members' information and the following students will be available to address any queries from Members after the short presentation video:

1. Niamh McAllister- St Louis Grammar
2. Matthew Byrne- St Malachys College
3. Natalia Dzieciatko- Antrim Grammar

### **4.3 FI/FIN/004 BUDGET REPORTS 2023/24**

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

The overall financial position of the Council will be presented to the Policy & Governance Committee. Budget reports for Community Planning for Quarter 1 – April to June 2023 **presentation to follow.**

**RECOMMENDATION: that the report be noted.**

Prepared by: Richard Murray, Head of Finance

Agreed by: John Balmer, Deputy Director of Finance

Approved by: Sandra Cole, Director of Finance & Governance

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

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

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

A first quarter progress report for Arts, Culture, Heritage, Tourism and Events and Community Planning is **enclosed** for Members' approval.

A short presentation on performance reports will be provided by the relevant Director.

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

Prepared by: Allen Templeton, Performance Improvement Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Jennifer Close, Director of Organisation Development



## 5 ITEMS FOR DECISION

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

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

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

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

The equipment request includes:

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

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

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

Members are reminded that Rathfern Community Regeneration Group manage The Sovereign Complex through a Service Management Agreement with the Council. It is proposed a one off uplift of £2,000 is added to Rathfern Community Regeneration Groups Service Management Agreement for 2023/24 to allow them to purchase the search and rescue equipment.

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

Prepared by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

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

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

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

The Quarter 4 2022-23 and Quarter 1 2023-24 Performance Reports are **enclosed** for Members' approval.

**RECOMMENDATION: that the 2022-23 Quarter 4 and 2023-24 Quarter 1 performance reports be approved.**

Prepared by: Will McDowell, DEA Engagement Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

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

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

Members 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 2023/24 financial year.

In December 2019 Members agreed that from 1 April 2020 all Small Grant requests of £500 (now £1,000) or less be assessed on the basis of Pass/Fail against eligibility criteria and not subjected to a scored assessment process.

All proposed awards are subject to a signed disclosure from the group confirming that all appropriate supporting documentation is in place and can be provided on request or the offer of funding will be withdrawn.

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

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

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

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

#### 5.4 CP/CD/426 CHRISTMAS TOY SCHEME

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

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

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

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

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

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

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

**RECOMMENDATION: that**

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

Prepared by: Stef Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 5.5 CP/PP/006 PEACEPLUS PARTNERSHIP MINUTES

Members are reminded that the PEACEPLUS Partnership operates as a Working Group of Council.

The minutes of the following PEACEPLUS Partnership meeting on 27 June 2023 are **enclosed** for consideration.

**RECOMMENDATION: that the minutes of the PEACEPLUS Partnership meeting, as detailed, be approved.**

Prepared by: Julia Clarke, Peace Programme Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 5.6. G/MSMO/145 SOMME VISIT 2023

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

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

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

It is also proposed that for 2024 and future years, a visit to the Somme by a Council delegation operates as follows:

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

Any other Elected Member who wishes to attend can do so if they cover their own travel and subsistence costs.

An overview of the visit is **enclosed** for Members' information.

**RECOMMENDATION: that the proposed arrangements for the annual trip to the Somme be approved.**

Prepared by: Jen Cole, Good Relations Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning



## 5.7 AC/GEN/045 THE COURTYARD COMMUNITY CHOIR

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

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

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

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

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

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

Prepared by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

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

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

Members are advised that correspondence has been received from the Ulster-Scots Agency, a copy of which is enclosed for Members' information. The Agency has informed the Council of its plans to run another Ulster-Scotch Leid Week from 20 to 25 November 2023 with the aim of increasing awareness and appreciation of Ulster-Scots language and building upon the success of the last four years.

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

**RECOMMENDATION: that participation in Ulster-Scotch Leid Week 20 to 25 November 2023 be approved.**

Prepared by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

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

Members are advised that the North of Ireland Family History Society is a registered charity with particular reference to the province of Ulster and the 6 counties of Northern Ireland as well as the three other border counties of Ulster (see their web site [www.NIFHS.org](http://www.NIFHS.org) for full details). It has for 40 years has been promoting and encouraging private and public study of family history, genealogy, heraldry and local history. There is a local branch of the Society based in Newtownabbey the membership of which comes from the local area.

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

**RECOMMENDATION: that the request from the Newtownabbey Branch of the North of Ireland Family History Society for free use of the Spinning Room on a monthly basis between October 2023 and May 2024 be approved.**

Prepared by: Jenna Collier, Theatre Bookings, Conference and Events Manager

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism & Events

Approved by: Ursula Fay, Director of Community Planning

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

Members are reminded that a proposal from the Dalaradia Group to rent The White House at £2,400 per annum for an initial twelve-month period was approved by the Council in April 2021, with a further twelve-month extension approved by the Community Planning Committee in September 2022.

The Dalaradia Group is a men's Community Group based in Newtownabbey who wish to make a positive commitment to conflict transformation. Members are reminded that the current arrangements with the group are as follows:

1. They pay a nominal monthly rent of £200 plus running costs associated with utilities while the Council retains responsibility for maintenance and repair of the building.
2. They mainly occupy the upper floor of the building using the meeting facility to deliver a range of training services including TNI World Host Programme and other job vocational training to support return to employment and provide meeting space for other local groups.
3. They operate the White House as a visitor attraction, providing guiding and visitor services, and complement this by hosting temporary exhibitions throughout the year.

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

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

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

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

Prepared by: Philip Magennis, Culture & Events Co-ordinator

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

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

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

To be successful applicants must score a minimum of 50% in their application and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding would be withdrawn. The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. Three applications have been assessed by officers under the appropriate funding category and maximum award available. A summary of the applications is set out below along with the proposed award:

<b>Group / Individual</b>	<b>Funding Category</b>	<b>Funding Purpose</b>	<b>Score</b>	<b>Amount Awarded</b>
Guy Warner	Heritage Support for Individuals - Production of a Heritage product	Publication: 'The History of Nutts Corner' covering subject areas and source material not previously available in published form. The History of Nutts Corner will detail the story of one of Northern Ireland's premier military and commercial airports, the site of which still functions as a major road transport and commercial hub. Publication expected in late 2023.	100%	<b>£1,000</b>
Creggan Local Heritage Group	Heritage Support for Groups - Production of a Heritage product	Publication: Local history book relating to Cranfield Graveyard and 19 <sup>th</sup> century school rolls, covering subject areas and source material not previously available in published form. This publication will provide a major source of historical information for local study and also feed into the available source material for genealogical research through publishing the 19 <sup>th</sup> Century school rolls for the district and listing the gravestone inscriptions for Cranfield Graveyard, which has been a church site since the 14 <sup>th</sup> century and contains gravestones	100%	<b>£1,000</b>

		dating from the early 1700s. The grant application is specifically to help with the cost of printing the book in October 2023.		
The Clare Chorale	The delivery of an event or festival, which must be held in the Borough and open to the public.	Support to help cover the operational costs of staging a concert at the Theatre at the Mill on 27 April 2024 to mark the 21 <sup>st</sup> anniversary of the choir	70%	<b>£1,500</b>

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

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

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

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

Members are advised that c21 Theatre Company are a touring theatre company based in Newtownabbey. They have designed a project to support the development of theatre playwrights and directors and a detailed proposal is **enclosed**.

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

This project will provide two bursaries of £3,000 to aspiring playwrights and two bursaries of £1,500 to aspiring directors. Bursaries will be awarded using a competitive process and applicants must be residents of the Borough. The successful playwrights and directors will be supported to produce theatrical performances in April 2024, written and directed by them, which will be performed in one of the Council's theatres with costs of these performances covered by the remainder of the funding. Members are advised that an outline of this proposal, in advance of its submission to the ACNI, was presented to the Borough Arts and Cultural Advisory Panel in May 2023 and received full support of the Panel.

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

Prepared by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning



### 5.13 AC/GEN/018 LIGHT UP CIVIC BUILDINGS POLICY

Members were reminded that in July 2019, the Council agreed to form an all-party working group to decide a policy of lighting the main Council civic buildings. A Light Up Civic Buildings Policy developed by the Working Group was approved by the Council in October 2020. It was also agreed that a review of the Policy be brought to the June 2021 Community Planning Committee meeting. A revised Light Up Civic Buildings Policy was approved at this meeting and it was agreed to carry out further reviews annually.

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

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

The revised Policy, having now been reviewed by the Working Group, is enclosed for Members' information and will be reviewed again in June 2024.

#### **RECOMMENDATION: that**

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

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

Prepared and Approved by: Ursula Fay, Director of Community Planning

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

Members are advised that correspondence has been received from the Department for Communities (DfC), copy **enclosed** for Members' information.

They are undertaking an evaluation to help assess how and to what extent the original policy intent of the licensing scheme has been achieved. The original aim being to facilitate the controlled expansion of suitable premises such as cafes, restaurants and pubs in support of the creation of a more vibrant day time and thriving economy and general well-being of communities. The impact of the pandemic on the hospitality sector has highlighted the legislation. It is proposed, as the responsible body for the scheme in the Borough, that the Council respond to the evaluation on a corporate basis.

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

Prepared and Approved by: Ursula Fay, Director of Community Planning

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

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

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

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

**RECOMMENDATION: that the Community Planning Committee Terms of Reference, be approved.**

Prepared by: Liz Johnston, Deputy Director of Governance

Approved by: Ursula Fay, Director of Community Planning

## 5.16 AC/HE/027 UDR MEMORIAL RANDALSTOWN

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

Members are advised that the Randalstown Branch of the Royal British Legion installed a memorial to the UDR in the towns Memorial Garden in April 2023. They have asked if the Council might wish to consider making a financial contribution to this given the support given to the installation of UDR Memorials in Antrim and Ballyclare.

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

Prepared and Approved by: Ursula Fay, Director of Community Planning

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

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

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

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

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

**RECOMMENDATION: that the Quarter 1 Quarterly Performance Report be approved.**

Prepared by: Conor Cunning, DEA Engagement Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 5.18 CP/CP/233 COMMUNITY PLANNING CAPITAL GRANTS

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

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

Members are advised that one application has been received and assessed by a panel of officers, the score awarded is **enclosed** for Members' information.

The Monkstown Boxing Club Feasibility Study is **enclosed** for Members' information.

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

Prepared by: Stef Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 5.19 CP/GR/055 EQUALITY AND DIVERSITY WORKING GROUP

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

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

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

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

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

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

Draft Terms of Reference are **enclosed** for Members' information and it is proposed to seek the approval of the Working Group for the Terms of Reference at its first meeting which is scheduled for the end of September.

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

Prepared and Approved by: Ursula Fay, Director of Community Planning

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

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

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

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

- Kemmill Hill Park Randalstown
- Bournon Road Antrim
- Menin Road Antrim
- St Quentin Park Glengormley
- Ypres Park Whiteabbey
- Cambrai Park Whiteabbey

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

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

Prepared and Approved by: Ursula Fay, Director of Community Planning



## 5.21 ED/ED/080/VOL4 COUNCIL EVENTS PLAN

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

Members are advised that an updated plan extending to December 2024 is **enclosed** for Members' information. Events listed for 2024 are subject to provision of budgets in the 2024/25 estimates.

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

- The first **Garden Show Ireland Spring Plant Fair** at Jordanstown Loughshore Park in April 2023, which attracted 11 horticultural traders operating 17 stalls, and an estimated 1,000 visitors
- Events to mark the **Coronation of King Charles III and Queen Camilla** in May 2023, including the visit of their Majesties to formally open the Coronation Garden at Hazelbank Park, live screenings of the coronation ceremony and the Windsor Castle concert at Antrim Castle Gardens and Jordanstown Loughshore Park which attracted more than 6,600 people, beacon lighting and flag raising ceremonies at civic buildings, and the Big Lunch at the Gateway Centre and Hazelbank Park
- The annual **Ballyclare May Fair** week, which this year was supported by the Ulster-Scots Agency and which incorporated a number of new events including An Ulster/Scotch History of Whisk(e)y night, a Cèilidh Night at the Town Hall, and an evening celebrating the Ulster-Scots tradition of hymn-writing with BBC's Mark Thompson at Ballyclare Presbyterian Church
- Events to commemorate the **225<sup>th</sup> anniversary of the Battle of Antrim** in June 2023, which attracted around 3,500 people to the town and which included a historical re-enactment of the battle in Antrim Castle Gardens, a theatrical production at the Old Courthouse and anniversary heritage tours of the key battle sites
- The annual **Garden Show Ireland Festival** in June 2023, which attracted more than 22,000 visitors and achieved a 93% satisfaction score from residents and visitors
- The inaugural **Sixmile Festival** at the Gateway Centre, Antrim Castle Gardens, The Junction Retail Park and locations in the town centre in July 2023, which attracted more than 6,000 people to the area for music, markets and entertainment and which in addition helped to double the number of visitors to The Junction

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

- **Santa at Sentry**: a brand-new family festive experience at Sentry Hill Historic House running as a pilot project throughout December 2023
- The return of the **Spring Plant Fair and Garden Show Ireland** in April and June 2024

- An extension of the **Jazzy Gin** event concept piloted in 2023 with Belfast Gin School, at Antrim Castle Gardens and Sentry Hill Historic House in May and August 2024
- The return of the **Enchanted Winter Garden** at the end of 2024

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

**RECOMMENDATION: that the updated Council Events Plan for 2023/24 be approved.**

Prepared by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

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

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

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

Members may also wish to note that applications were submitted to the Northern Ireland Housing Executive towards delivery of PCSP Action Plan priority projects, namely: Community Safety Wardens Scheme, 4 Tier Security Scheme and the Summer Intervention programme, 'BEAT', successfully securing additional funding of £47,000.

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

Prepared by: Lynda Kennedy, Community Programmes Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 5.23 CP/CD/465 CHRISTMAS FESTIVITY PROGRAMME 2023

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

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

- All events to be delivered within the same week. Proposed dates are Saturday 18 – Saturday 25 November (excluding Sunday 19 November).
- All events, except those on Saturday 18 and Saturday 25 November will be delivered from 6-7.30pm. The Saturday events will be delivered from 4.30 – 6pm, to ensure young families can enjoy the full experience of the events.
- The switching on of the Christmas Lights will take place at the mid-point of the 90-minute programme as opposed to the end in order to facilitate those attending with very young children.
- More child focussed activities at each site to include: fun fair rides and arts and crafts activities.
- Reintroduction of a Santa's Grotto/Santa Express Bus
- Market Stalls to be replaced by Food Traders and Confectionary Suppliers of a festive nature.
- A hybrid online viewing offer will continue at a selection of sites in order to facilitate online viewers.

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

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

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

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

### **Glengormley DEA - Lilian Bland Park**

Saturday 18 November 2023, 4.30pm – 6.00pm

**Airport DEA - Crumlin Leisure Centre**

Monday 20 November 2023, 6.00pm - 7.30pm

**Macedon DEA - Hazelbank Park**

Tuesday 21 November 2023, 6.00pm- 7.30pm

**Threemilewater DEA - Monkstown**

Wednesday 22 November 2023, 6.00pm- 7.30pm

**Antrim DEA - Market Square**

Thursday 23 November 2023, 6.00pm - 7.30pm

**Dunsilly DEA - Randalstown - John Street Car Park**

Friday 24 November 2023, 6.00pm - 7.30pm

**Ballyclare DEA - The Square Car Park**

Saturday 25 November 2023, 4.30pm – 6.00pm

It is planned to launch a Kids "Make Your Own Christmas Tree Decoration from Recycled Materials" Competition. Entries will be judged by the Mayor and the winner in each DEA will receive a prize and assist the Mayor to switch on the Christmas tree lights.

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

The total budget available for the 2023 Christmas Festivity Programme is £104,000. The cost of delivering the programme across the 7 DEA's in November 2023 will be approximately £74,000. In addition, as in previous years, it is proposed to provide financial assistance of £16,000 for the Senior Citizen's Christmas Event Programme and £14,000 for the Christmas Celebration Events Fund both of which will be open for applications from Monday 4 September – Thursday 21 September 2023.

**The Spirit of Christmas Awards**

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

This year it is proposed that a similar competition is delivered with awards being presented under the following 7 categories:

- **Light Up Award** – The wider community working together to create the best lit street, town or village in the Borough.
- **Rockin Around the Christmas Tree Award** - Best programme of festive entertainment within a business or community setting.
- **The Reason for the Season Award** - The most festive school, church or community facility
- **The Making an Entrance Award** - The best dressed entrance feature or shop front
- **Traditional Christmas Award** - Recognising acts of goodwill during the festive season

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

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

**RECOMMENDATION: that:**

- a) the Christmas Festivity Programme for 2023 be approved.**
- b) the Spirit of Christmas Awards as outlined above be approved.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

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

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

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

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

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

Prepared by: Marie-Clare McGeachy, Tourism Officer

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

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

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

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

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

Officers have been in consultation with Decision Time to explore possibility of extending the current contract to allow for existing multi-year funded grants to be continued but have been advised this will not be a viable option with all operations and access being discontinued from 31<sup>st</sup> March 2024. An operational cut-off date of 31<sup>st</sup> December 2023 has been provided by Decision Time for any new grant applications.

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

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

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

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

**RECOMMENDATION: that the opening of first call for Community Development Grant Aid for 2024 -2025 is on 23 October 2023, closing on 4<sup>th</sup> December 2023, be approved.**



Prepared by: Stef Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

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

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

Members are advised that correspondence **enclosed** has been received from The Executive Office (TEO) offering financial assistance totalling £76,783.35 towards Councils Good Relations Programme for the period 1 April 2023 – 31 March 2024. The TEO 2023-24 funding offer is a reduction of 47% (£68,087) from the 2022-23 funding allocation.

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

TEO financial assistance is offered on condition that the Programme delivers its aims and objectives, reporting on outcomes and patterns of expenditure as set out in the completed and agreed Action Plan and Letter of Offer. The funding offer is conditional upon the receipt of a revised Action Plan for 2023/24 to reflect the reduced amount of financial assistance allocated and incorporating all developmental issues identified during the assessment process and receipt of a signed Governance Statement Declaration, to be returned with the Letter of Offer. A revised budget and Action Plan is **enclosed** for Members' information.

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

**RECOMMENDATION: that the acceptance of £76,783.35 in funding from The Executive Office for the delivery of the Councils Good Relations Programme 2023–24 be approved.**

Prepared by: Jen Cole, Good Relations Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 5.27 AC/THB/008 BALLYCLARE TOWN HALL

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

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

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

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

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

Prepared by: Jenna Collier, Theatre Bookings, Conference and Events Manager

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism & Events

Approved by: Ursula Fay, Director of Community Planning

## 6 ITEMS FOR NOTING

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

Members are advised that the quarterly update Partnership Minutes as listed below can be viewed in the electronic folder called "**Partnership Minutes for Members Information**" on your I pads.

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

**RECOMMENDATION: that the Partnership Minutes be noted.**

Prepared by: Wendy Donaldson, Business Support Supervisor

Approved by: Ursula Fay, Director of Community Planning

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

Members are advised correspondence has been received from Department for Communities (DfC) enclosed outlining their programme of work to update policy and funding frameworks for Voluntary and Community Sector Support Programmes, specifically 'Advice and Debt Strand' update.

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

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

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

**RECOMMENDATION: that the update be noted.**

Prepared by: Stef Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

### 6.3 CP/CD/433 CENSUS 2021 RESULTS

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

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

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

The results and further information on Census 2021 are available on the NISRA website; [www.nisra.gov.uk/Census2021](http://www.nisra.gov.uk/Census2021)

**RECOMMENDATION: that the report be noted.**

Prepared by: Conor Cuning, DEA Engagement Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

#### 6.4 CP/CP/224 BEREAVEMENT SUPPORT PAYMENT ONLINE SERVICE

Members are advised that correspondence **enclosed** has been received from the Department for Communities (DfC) regarding the launch of the Bereavement Support Payment (BSP) online service.

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

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

**RECOMMENDATION: that the report be noted.**

Prepared by: Conor Cuning, DEA Engagement Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 6.5 CP/GR/172 GOOD RELATIONS WEEK 2023

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

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

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

Date	Activity
19 <sup>th</sup> Sept	Staff 'Together' event 1pm – 2pm, Mossley Mill. The event will promote International Sign Language Day and Good Relations delivery across Council sections. Delivered in collaboration with Human Resources.
20 <sup>th</sup> Sept	Let's Connect Championships, Football Tournament, Valley Leisure Centre, 10am – 2pm.
21 <sup>st</sup> Sept	Staff 'Together' event 10am – 11am, Antrim Civic Centre. The event will promote International Sign Language Day and Good Relations delivery across Council sections. Delivered in collaboration with Human Resources.
21 <sup>st</sup> Sept	Movie Showings – The Courtyard Theatre, Ballyearl 4pm Encanto 7.30pm Hidden Figures
23 <sup>rd</sup> Sept	African Drumming and Storytelling, in collaboration with Libraries NI, 10am – 12pm Antrim Library, 10 Railway St, Antrim BT41 4AE
27 <sup>th</sup> Sept	T:BUC Trees event, details to be confirmed.
28 <sup>th</sup> Sept	Movie Showings – The Old Courthouse, Antrim  4pm Song of the Sea 7.30pm Belfast

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

Further information about all the activities planned for Good Relations Week can be found at [www.goodrelationsweek.com](http://www.goodrelationsweek.com)

**RECOMMENDATION: that the report be noted.**



Prepared by: Jen Cole, Good Relations Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 6.6 CP/GR/164 HOLOCAUST MEMORIAL PROGRAMME 2023

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

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

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

**RECOMMENDATION: that the report be noted.**

Prepared by: Jen Cole, Good Relations Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning