



11 June 2025

Committee Chair: Councillor S Wilson

Committee Vice-Chair: Councillor M Brady

Committee Members: Aldermen – J McGrath and S Ross

Councillors – J Burbank, S Cosgrove, P Dunlop, J Gilmour,  
R Lynch, H Magill, T McGrann, V McWilliam,  
M Ní Chonghaile, A O'Lone, and M Stewart

Dear Member

#### **COMMUNITY DEVELOPMENT COMMITTEE**

A meeting of the Community Development Committee will be held in the **Council Chamber, Mossley Mill** on **Monday 16 June 2025** at **6.30 pm**.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink, appearing to read "Richard Baker".

Richard Baker, GM MSc

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

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

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

Tel: 028 9448 1301

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

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### **3 ITEMS FOR DECISION**

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- 3.2 Consultation on Department for Communities 2025-2026 Budget Allocations
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- 3.5 Barnardo's – The THRIVE Project
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## **REPORT ON BUSINESS TO BE CONSIDERED AT THE COMMUNITY DEVELOPMENT COMMITTEE MEETING ON MONDAY 16 JUNE 2025**

### **3 ITEMS FOR DECISION**

#### **3.1 AC/EV/025 BALLYCLARE MAY FAIR**

##### **1. Purpose**

**The purpose of this report is to seek Members' approval for the minutes of the Ballyclare May Fair Working Group meeting of 13 May 2025 as a true and accurate reflection of the meeting.**

##### **2. Background**

Members are reminded that the role of the Ballyclare May Fair Working Group is to promote, develop and organise the annual Ballyclare May Fair. The specific role of the May Fair Working Group is set out as follows:

- To advise the Council on the programme for the May Fair
- To organise delivery of the May Fair
- To promote participation in the May Fair by the Ballyclare community and wider Borough community
- To explore opportunities for sponsorship and additional funding for the May Fair
- To provide advocacy for the May Fair and achieve collaboration of a range of stakeholders into the design and delivery of the May Fair
- To contribute expertise, skills and knowledge from a range of sectors to the benefit and continuous improvement of this annual event so that Ballyclare DEA achieves maximum benefit from its delivery.

The Working Group meets monthly from September to June each year and reports to the Community Development Committee. Membership consists of all Ballyclare DEA Elected Members, the Mayor and Deputy Mayor, and up to five non-elected voluntary members who are actively involved in the local community.

##### **3. Previous Decision of the Council**

The revised Working Group Terms of Reference were approved at the December 2023 Community Planning Committee. The minutes of the previous meeting were approved at the May 2025 Community Development Committee meeting.

##### **4. Working Group Meeting**

Members are advised that the Ballyclare May Fair Working Group met on 13 May 2025 in Ballyclare Town Hall. The minutes of the meeting are **enclosed**.

## **5. Recommendation**

**It is recommended that the minutes of the Ballyclare May Fair Working Group meeting of 13 May 2025 be approved as a true and accurate reflection of the meeting.**

Prepared by: Joanne Hamilton-Whyte, PA to Director of Community Development

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

Approved by: Ursula Fay, Director of Community Development

### 3.2 CP/CP/224 CONSULTATION ON DEPARTMENT FOR COMMUNITIES 2025-26 BUDGET ALLOCATIONS

#### 1. Purpose

**The purpose of this report is to obtain Members instructions in relation to the Department for Communities (DfC) consultation on 2025-26 Budget allocations.**

#### 2. Introduction/Background

DfC recognises the important role that the voluntary and community Sector has in delivering support and services to people and local communities. Members are reminded that the Council manages a range of DfC funded contracts that financially supports a number of Voluntary and Community sector organisations. These include the;

- Areas at Risk Programme
- Community Support Programme
- Neighbourhood Renewal Programme
- Social Supermarket

The Finance Minister announced the 2025-26 Budget for Northern Ireland on 03 April 2025.

#### 3. Previous Decision of Council

Members are reminded it was agreed at the April 2025 Community Development Committee that in the absence of the 2025-26 budget settlement interim funding awards for DfC programmes to the end June 2025 will be retained at 2024/25 levels inclusive of the 5% uplift awarded in 2024/25.

#### 4. Key issues

Members are advised that correspondence **enclosed** has been received from DfC outlining 2025/26 initial budget allocations.

An Equality Impact Assessment (EQIA) consultation on The Department's initial budget 2025-26 allocations will launch on 15 May 2025 and run until 7 August 2025. The EQIA consultation and further information on this is available on the website;

<https://consultations.nidirect.gov.uk/dfc/eqia-on-dfc-budget-for-2025-26/>

#### 5. Financial implications

Members are advised that the NI Executive 2025-26 budget allocations result in the Department facing a resources funding gap of £98.6m (12.0%) and a £161.3m (38%) shortfall in Capital against bids submitted.

Members are advised that the DfC have indicated that Voluntary and Community sector groups receiving funding support from the Community Empowerment Division (CED) and the Voluntary and Community Division

(VCD) will have an additional Resource funding of £2.8 million in 2025-26 to alleviate pressures facing the sector including the Real Living Wage, Employers National Insurance Contributions and other inflationary pressures.

The Council have in place an interim funding award until 30 June 2025 and are waiting on an update from the Department for Community to advise on the funding position from 30 June 2025.

#### 6. Summary

DfC initial budget allocations for 2025/26 have been announced. An EQIA consultation on the initial budget was launched on 15 May 2025.

Members are advised that they may want to respond on a corporate, individual or party-political basis.

#### 7. Recommendation

**Members' instructions are requested.**

Prepared by: Conor Cuning DEA Engagement Manager

Agreed by: Ronan McKenna Head of Community Development

Approved by: Ursula Fay Director of Community Development

### 3.3 AC/GEN/001 AC/GEN/008 and CP/CD/201 FREE USE OF COMMUNITY AND ARTS AND CULTURE FACILITIES

#### 1. Purpose

**The purpose of this report is to seek Members' approval for a change to Community Development Pricing Policy in relation to requests for free use of facilities.**

#### 2. Introduction and Background

Both services are responsible for the management and operation of venues, facilities and spaces across the Borough and a Pricing Policy outlines the fees and charges which are applied to such spaces. The pricing schedule includes both standard fees and charges as well as reduced community fees and charges, which apply to the Community and Voluntary Sector. These fees and charges are approved annually by the Committee.

The current policy includes provision for the Head of Service to approve free use requests which are made from various groups as follows:

*Should requests for free use be made each Head of Service can consider as follows:*

- *For an event or activity which does not have an admission fee / tickets sold, or a fund-raising purpose requests can be considered only from community, or charitable organisations based in or operating in the Borough which can be shown to contribute to the Corporate Plan.*
- *For an event or activity which has an admission charge and/or fundraising purpose but is not for profit requests can be considered only from individuals (fundraising for a charity), community or charitable organisations based in or operating in the Borough, who can be shown to contribute to the Corporate Plan – with a maximum discount of 75% available for consideration.*

#### 3. Previous Decision of the Council

The policy was first approved by this Committee in September 2017. It has been reviewed regularly since this time and was last updated on 1 July 2022.

Any requests for free use that have been outside the scope of the Policy clause above have been reported to the Committee for consideration on an ongoing basis.

A request for monthly free use of the Town Hall Ballyclare and the Eyre Studio in Antrim by the RNID was the most recent such example with this request approved by the Committee in October 2024. Prior to this a request from the North of Ireland History Society for free use of a room in Mossley Mill on a monthly basis was not approved by the Committee in June 2024.



#### 4. Proposed Pricing Policy Amendment

Given that all facility use incurs costs of resourcing in both real terms and in kind it is proposed to update the Community Development Pricing Policy so that officers no longer approve any such requests, which will instead require the approval of Members through Committee.

The updated Policy is **enclosed** for Members' information. This Policy was screened at the time of its creation in 2017 and it was determined that it did not require a fuller equality analysis in the form of an impact assessment.

It is considered that this update to the Policy is minor and therefore there is still no requirement to carry out an equality impact assessment.

#### 5. Finance

The current Community and Arts and Culture schedule of charges provides two tiers of pricing with discounted community rates available for the Community and Voluntary Sector.

All use of Council facilities incurs real and in-kind resource costs such as staffing, cleaning, energy and others. Given the ongoing approach to financial management, which requires delivery of services within the annual business plan and approved budgets it is proposed to bring all future requests for free use to the Committee for Members consideration.

#### 6. Governance

The Community Development Pricing Policy outlines the fees and charges applied in relation to all facilities operated and managed by this Service. The Policy is reviewed annually, and any charges require the approval of Elected Members through the Community Development Committee. Fees and charges are also reviewed annually.

#### 7. Summary

The Community Development Pricing Policy, last updated in July 2022, has provision for Officers to consider requests for free use of facilities. Requests outside of the Policy criteria are reported to the Community Development Committee for consideration. It is proposed to update the Policy, effective from 1 July 2025, so that all requests for free use from this time are reported to the Community Development Committee for consideration.

#### 8. Recommendation

**It is recommended that the updated Community Development Pricing Policy be approved and implemented from 1 July 2025.**

Approved and Agreed by: Ursula Fay, Director of Community Development

### **3.4 CP/CD/476 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME SMALL GRANTS FUNDING RECOMMENDATIONS 2025/26**

#### **1. Purpose**

**The purpose of this report is to seek Members' approval in relation to the Community Development Small Grants Funding Programme awards being recommended.**

#### **2. Background**

The Small Grants Programme provides financial assistance to groups within the Borough of up to £1,000 towards seeding costs, public and employer's liability insurance, small items of equipment or an activity.

#### **3. Previous Decision of Council**

The Small Grants Programme was approved by the Council in October 2014 as part of the Council's Community Development Grant Aid Programme.

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 2025/26 financial year.

In December 2019 Members agreed that from 1 April 2020 all Small Grants 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.

#### **4. Financial Implication**

Members are reminded that the total budget for the 2025/26 Community Development Small Grant Aid Programme is £15,000 in the 2025/26 Community Development budgets.

Between March and May 2025, 9 applications were received and assessed by Officers, with 8 applications totalling £6,920.95 recommended for approval, details of which are **enclosed** for Members' information.

#### **5. Summary**

It is proposed to award 8 Small Grants to the successful applicants as outlined. Community Development Small Grants will remain open as a rolling programme with applications being reported to the Community Development Committee on a quarterly basis.

**6. Recommendation**

**It is recommended that the 8 Small Grant applications requesting a total of £6,920.95 be approved.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development

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

#### 1. Purpose

**The purpose of this report is to seek Members' approval to revise the current governance arrangements and Council representation on the THRIVE Project Board.**

#### 2. Introduction

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 achieve their full potential and have the best start in life.

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 2 June 2025 with Cllr Gilmour and Cllr Brady nominated for their respective DEA'.

#### 3. Previous Decision of Council

Members are reminded it was agreed at the May 2025 Community Development Committee, to review the current governance arrangements in respect of Members participation on the THRIVE Project Board.

#### 4. Financial Position

It was agreed at the April 2025 Community Development Committee to provide £25,000 in financial assistance to THRIVE for 2025/26 subject to a quarterly performance report being provided.

#### 5. Governance

The THRIVE Project Board is made up of officers from other relevant community planning partner organisations including the Northern Health and Social Care Trust, the Department of Education, the Department of Justice and the Public Health Agency.

Officers have reviewed the current governance arrangements in respect of Elected Members participation on the THRIVE Project Board. Given the operational nature of the Project Board, it is recommended that the Head of Community Planning replaces the Elected Members currently serving on the THRIVE Project Board with immediate effect.

Given the remit of this officer their participation on the Board will strengthen the links between THRIVE and the various relevant areas of work such as Areas at Risk and Neighbourhood Renewal.

Officers will continue to work with the THRIVE Project Board and Community Planning partners to manage the performance of the Project. Quarterly

performance reports will continue to be reported to the Community Development Committee.

## 6. Summary

Following a governance review of the Council's representation on the THRiVE Project Board, it is proposed that the Head of Community Development replace the Elected Members currently serving on the THRiVE Project Board with immediate effect.

This change reflects the operational focus of the Board and will ensure consistency with other community planning partner's participation on the Project Board.

## 7. Recommendation

**It is recommended that the Head of Community Development replace the Elected Members nominated to serve on the THRiVE Project Board from both the Macedon DEA and the Threemilewater DEA with immediate effect.**

Prepared by: Will McDowell, DEA Engagement Coordinator

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development

### 3.6 AC/GEN/111 CULTURAL GRANT AID AND BURSARIES PROGRAMME 2025-2026

#### 1. Purpose

**The purpose of this report is to seek Members' approval to award 32 Irish language bursaries at a total cost of £8,000 from the Cultural Grant Aid and Bursaries Programme.**

#### 2. Introduction / Background

The aim of the Cultural Grant Aid and Bursaries Programme is to provide support to constituted groups and individuals in the Borough to participate in, develop and promote cultural activities and projects. Funding is available for projects that develop artistic talent and knowledge, showcase the arts and promote participation and inclusion, celebrate shared heritage and contribute to the understanding of minority languages and cultural diversity.

As part of the Programme, ten bursaries of £250 are available for individuals to contribute to costs associated with attending Irish language summer schools.

#### 3. Previous Decision of Council

The delivery of the Cultural Grant Aid and Bursaries Programme for 2025, including the Irish language bursaries with a budget of £2,500, was approved at the February 2025 Community Development Committee.

#### 4. Irish Language Bursary Awards 2025

The Irish language bursary scheme opened for online applications on 1 April 2025 and closed on 26 May 2025.

Applicants were required to meet the following criteria:

- Be a resident of the Borough
- Have parental / guardian permission to attend if under 18
- Be in post-primary education
- Be registered to attend an Irish language course in Summer 2025
- Not to have received Council funding in the previous two years

Members are advised that 43 applications were received with 32 meeting the criteria above.

#### Assessment

Irish language bursaries are assessed on a pass/fail basis. Given the high number of applications received for these bursaries, it is proposed to fund all eligible applications and review the assessment criteria and budget for future years.

Details of the proposed successful applicants are **enclosed**.

## 5. Finance

The Cultural Grant Aid and Bursaries Programme budget for 2025/26 is £23,000, with £1,000 of grant aid previously approved by the Committee. If the 32 Irish language bursaries are approved, the remaining budget will be £14,000. For comparison, the total spend against this budget in 2024/25 was £14,293.

## 6. Governance

In order to receive the bursary, successful recipients will be required to provide proof of payment for attendance at the Irish language school.

## 7. Summary

It is proposed to fund all 32 eligible applicants for Irish language bursaries at a cost of £8,000, the provision for which exists in the Cultural Grant Aid and Bursaries Programme.

## 8. Recommendation

**It is recommended that all 32 eligible applications for Irish language bursaries be funded at a total cost of £8,000.**

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

Approved by: Ursula Fay, Director of Community Development

### 3.7 CP/CD/479 SENIORS' CHRISTMAS EVENT GRANT 2025

#### 1. Purpose

**The purpose of this report is to seek Members' approval in relation to modifications to the Seniors Christmas Event Grant programme 2025.**

#### 2. Background

As part of its Community Development Grant Aid Programme the Council operates a Seniors Christmas Event Grant to support local seniors' activities taking place in the Borough over the Christmas period. This may include the provision of Christmas Dinners, Tea Dances or other Christmas Celebration Events. Applications are assessed in an eligibility pass/fail format with a maximum grant award of £500.

#### 3. Previous Decisions of Council

Members are reminded that it was approved at the October 2019 Community Planning and Regeneration Committee, that the annual opportunity for Senior Citizens Groups in Antrim to apply for funding to run Christmas events be extended to fund legacy Newtownabbey Senior Citizens Groups.

Modifications to the Community Development Directorate grant funding programmes, including the Seniors Christmas Event Grant, were approved at the February 2025 Community Development Committee.

It was agreed in response to a Member query that a further report would be brought back to the Community Development Committee prior to the opening of the Seniors Christmas Event Grant programme.

#### 4. Seniors' Christmas Event Grant Funding Programme Proposal

The Seniors Christmas Event Grant programme has been reviewed and some modifications are proposed for Members consideration as follows:

COMMUNITY DEVELOPMENT				
Grant Programme	Purpose	Budget 2025/26	Proposed Change	Reason for Change
Seniors' Christmas Event Grant	To support local senior's activities taking place in the Borough over the Christmas period. This may include the provision of Christmas Dinners Tea Dances or other Christmas Celebration Events.	£55,000	Inclusion of Churches and Friends of folds as eligible applicants	Seniors Christmas Events, are often delivered by groups best placed in the community that are broader than traditional Community Development groups.



## 5. Financial Implication

Members are reminded that the total budget for the 2025/26 Senior Christmas Event Grant, is £55,000 as approved in the 2025/26 Community Development budgets.

The proposed changes to the programme will have no impact upon the budget allocation.

## 6. Governance

Responsibility for the design and delivery of the Community Development grant funding programmes remains with the Community Development Directorate. The Grant Funding Unit will support relevant officers in relation to the significant administration required to operate all of the grant funding programmes.

Any new grant funding programmes or future modifications to existing grant funding programmes will continue to be reported to the Community Development Committee for approval. Application calls and proposed funding awards will also continue to be reported to the Committee for approval.

The proposed changes to the Seniors Christmas Event Grant have been recommended in order to improve arrangements for the benefit of applicants. The Seniors Christmas Event Grant guidance document has been revised and copies are **enclosed** for Members' information.

Members are advised that a Section 75 Equality Screening exercise, Rural Proofing and Data Processing Impact Assessment have been carried out in relation to the Grant Funding Policy.

The Seniors Christmas Event Grant will open for applications on 15 July 2025 with the closing date for receipt of completed applications being Wednesday 12 August 2025.

## 7. Summary

The Seniors Christmas Event Grant has been reviewed. It is proposed that applications from community organisations, churches and friends of fold organisations are eligible with grant guidance notes amended to include such groups.

The programmes will open for applications on 15 July 2025 and close on 12 August 2025.

## **8. Recommendation**

**It is recommended that the proposed modifications to the Seniors' Christmas Event Grant guidance notes for 2025 be approved.**

Prepared by: Stef Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Development & Anna Boyle, Funding Unit Manager

Approved by: Ursula Fay, Director of Community Development

### 3.8 COMD/CD/002 PEACEPLUS PROGRAMME

#### 1. Purpose

**The purpose of this report is to update Members regarding the elements of the PEACEPLUS Action Plan that are due to be delivered by the Community Development Section over the next three years including the Project Plan.**

#### 2. Introduction/Background

Members are reminded that the PEACEPLUS Programme is a €1.1bn cross-border funding programme created to strengthen peace and prosperity within and between the border counties of Ireland and Northern Ireland. PEACEPLUS is the successor programme to both Peace IV and INTERREG VA. The Council is one of 17 Peace Partnerships across Northern Ireland and the Border Counties.

Members are reminded that the aim of Theme 1 'Building Peaceful and Thriving Communities', is to unite communities and help them rebuild and learn from a difficult past. Under Theme 1 and Investment Area 1.1 'Co-designed Local Community Action Plans', Local Councils across Northern Ireland and the Border Counties were invited to submit applications to the Special EU Programmes Body (SEUPB) to secure funding to deliver against the actions identified in each Local Community Action Plan.

The Council has secured £4.4m to deliver programmes and projects in the Borough until December 2028. Delivery of the Antrim and Newtownabbey PEACEPLUS Local Community Action Plan is being managed by the Community Development Directorate within Council.

#### 3. Previous Decision of Council

Members are reminded that it was reported to the February 2025 Community Development Committee that Council had received a Letter of Offer from the Special EU Programmes Body (SEUPB) offering €5,103,757 (approx. £4.4m) towards delivery of the Antrim and Newtownabbey Co-designed PEACEPLUS Local Community Action Plan.

#### 4. Key Issues

Within the Local Community Action Plan Programme 4, 'Our Shared Borough' is to be delivered by the Community Development Section. A copy of the Delivery Plan is **enclosed** for Members' information.

This **Programme will consist of a number of individual programmes** designed to empower local communities through a range of initiatives aimed at enhancing and increasing capacity, strengthening local leadership, and supporting sustainable development.

The main objectives of the programmes are:

- To identify, grow, and nurture groups whether they are new, existing, or those who are ready to progress into the first stages of becoming a social enterprise, by helping and supporting groups to be more self-sustaining.
- To Support established groups through a wide variety of education and learning. A community and voluntary sector capacity building programme will be designed to support emerging and new community groups, develop and grow existing community groups to become active and sustainable, and nurture groups who aim to expand and establish themselves as service providers.
- To deliver a mentoring programme which will be developed through the use of more established and experienced individuals to build capacity through learning and also improve the ability of groups and organisations to form partnerships and collaborations at all levels.

The individual Programmes include:

- **“We Connect” a Digital Governance Resource & Support Hub:** Establishing a centralized platform for online resources and community-led digital governance and support.
- **Community ‘Grant Finder’ Platform:** A digital tool connecting communities to a diverse range of external funding opportunities for local projects.
- **Community Quality Assurance Accreditation Scheme:** Implementing standards and measures to ensure the ongoing effectiveness and impact of community development within the Borough.
- **Development of 7 x DEA Community Development Locality Plans:** Tailored plans addressing unique needs and community development priorities within the seven DEA's
- **Community Facilities Management:** Supporting and Strengthening the management and sustainability of community facilities.
- **“Ignite and Inspire” Programme:** Offering support to local community/voluntary groups participating in the Bonfire Management Programme by enhancing their capacity to administer, plan, deliver and manage safe, inclusive and well organised cultural celebration events.
- **Bespoke Community Capacity Building Programme to include:**
  - **Community Ask:** An initiative offering support to Community/Voluntary Groups through consultancy, training and other forms of assistance.
  - **Community Champions Project:** Mentoring project for those with an interest in community development, fostering skills development and employment.
  - **Diploma in Community Development Practice:** Providing formal education and training to local leaders and activists in community development.
- **Creation of a Borough wide Community Forum:** A platform for dialogue, idea-sharing, and problem-solving among community representatives.
- **Development of a Community Support Plan:** Creating a comprehensive, strategic plan to enhance community development practises, fostering community capacity, growth and sustainability.

The outputs of this programme are anticipated to be as follows:

- Minimum of 600 participants to take part in the programme.
- Delivery of a programme that provides a minimum of 24 hours of meaningful contact on a cross-community basis.
- Creation and delivery of a number of community development programmes, including digital tools, to support local community and voluntary organisations further support themselves and their local communities.
- Creation of a local Community Support Plan and 7 x DEA Local Community Development Locality Plans.
- Creation of a Borough wide Community Forum

The next steps in the process are:

- Procurements will be led by the Council's Procurement Manager in line with the Council's Financial Regulations and SEUPB PEACEPLUS Programme Rules. Opportunities will be advertised and/or signposted on eSourcingNI, eTendersNI and eTendersIE to attract a wide pool of potential suppliers.
- Supplier engagement events will be held by the PEACEPLUS Team in late August/early September 2025 to raise awareness of opportunities and encourage collaboration among interested delivery agents in supporting programme delivery.
- Establishment of a Service Level Agreement between the PEACEPLUS Partnership and the Community Development section.
- Establishment of monthly departmental working groups; and
- Recruitment of 0.5 FTE temporary programme staff member for 28 months.

## 5. Financial Implication

The budget for the Programme 4: 'Our Shared Borough' element of the Action Plan is €512,506.80 (£445,658.09) and will be based on real-life costs for staff, office and administration, external expertise and services, travel and accommodation and equipment.

There is no additional financial contribution required from Council.

## 6. Governance

The 'Our Shared Borough' programme elements will be managed and delivered by the Community Development Section via a Service Level Agreement (SLA) with the PEACEPLUS Partnership and regular performance reports will be brought to the PEACEPLUS Partnership and Community Development Committee.

## 7. Summary

The Community Development Directorate will lead on the delivery of Programme 4: 'Our Shared Borough' of the Antrim and Newtownabbey PEACEPLUS Local Community Action Plan, with a total budget of €512,506.80 (£445,658.09). An SLA will be established with the PEACEPLUS Partnership and regular performance updates will be submitted to the PEACEPLUS Partnership and Community Development Committee.

## 8. Recommendation

**It is recommended that:**

**(a) The update on PEACEPLUS Programme 4: 'Our Shared Borough' be noted;**

**(b) The delivery of the programme through a Service Level Agreement with the PEACEPLUS Partnership be approved;**

**(c) The recruitment of 0.5 FTE temporary staff member for 28 months to support the delivery of the programme with costs included within the budget.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator and Stef Buchanan, Community Development Manager

Agreed by: Julia Clarke, Peace Programme Co-ordinator and Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development

### 3.9 CP/CD/201 COMMUNITY FACILITIES – TERMS AND CONDITIONS OF HIRE

#### 1. Purpose

**The purpose of this report is to seek Members' approval for updated Community Facility terms and conditions of hire including corresponding updates to Service Management Agreements for community facilities operated by community organisations.**

#### 2. Introduction/Background

There are 8 community facilities managed by the Community Development Section as follows:

- Greystone Community Centre
- Muckamore Community Centre
- Parkhall Community Centre
- Rathenraw Community Centre
- Stiles Community Centre
- Neillsbrook Community Centre
- Dunanney Centre
- Lilian Bland Pavillion

In addition, there are three Council owned community facilities currently operated under Service Management Agreements (SMA) with community organisations running the facilities in partnership with the Council as follows:

- Monkstown Jubilee Centre, operated by Monkstown Community Association
- The Sovereign Complex, operated by Rathfern Community Regeneration Group Ltd
- NI Centenary Community Centre Ballyduff, operated by Ballyduff Community Redevelopment Group

Community facilities are available for hire by individuals, groups and organisations for a diverse range of activities such childcare, birthday parties, meetings, sport and social activities.

There is a schedule of charges for hire of facilities, that includes two-tier pricing with a standard hire charge and discounted community hire charge applied to all space available for hire. For all bookings, terms and conditions of hire are applied, which outline the obligations of the Council and the hirer.

The facilities can be booked in person, over the telephone and online. Anyone making a booking is required to complete a booking form and as part of this agree to the relevant terms and conditions which apply to the particular facility being booked.

For the three community facilities operated by community organisations their Service Management Agreements set out the conditions with which the Council and the group have agreed to in relation to the operation of these facilities.

### 3. Previous Decision of Council

Members are reminded that updated facility terms and conditions of hire for all facilities managed and operated by the Community Development Directorate were approved at the Community Development Committee in September 2024.

The current Service Management Agreements in place were approved as follows:

At the December 2024 Community Development Committee it was agreed that the Service Management Agreement for Ballyduff Community Redevelopment Group to operate The Northern Ireland Centenary Community Centre Ballyduff to 31 March 2028, with an annual support grant of £15,000. It was further agreed that the Service Management Agreement for Monkstown Community Association to operate Monkstown Jubilee Centre to 31 March 2028 with an annual support grant of £45,000. It was also further agreed that the Service Management Agreement for Rathfern Community Regeneration Group Ltd to operate The Sovereign Complex to 31 March 2028 with an annual support grant of £45,000.

### 4. Key issues

Members are advised that since approval of both the terms and conditions of hire and the Service Management Agreements a number of updates have been identified in relation to:

- Childcare activities
- Equipment storage arrangements
- Third party insurance and
- Licensing requirements for copyrighted content.

The following specific updates have been made to the terms and conditions of hire (and Service Management Agreements where relevant):

- the requirement that any childcare providers operating within community facilities are registered with the appropriate regulatory body (Northern Health and Social Care Trust) and comply with the Councils safeguarding policies and procedures.
- the requirement that permission is sought for any storage of equipment on Council operated community facilities and that groups do so at their own risk with their own insurance cover in place.
- the requirement that any third party engaged by a group or individual provides their own insurance - the level of which must be appropriate for the risk of the given activity (please note Bouncy Castle/Inflatable providers must have £10million in public liability cover).
- the requirement for Groups to comply with any licencing requirements for showing of copyrighted motion picture content.

Updated booking terms and conditions of hire are **enclosed** for Members' information. Relevant updates where applicable have been made to the



three Service Management Agreements, which are also enclosed for Members' information.

## 5. Governance and Finance

The review of facility terms and conditions of hire provides improved clarity for customers hiring the various Council venues managed and operated by the Community Development Section and reduces any risk to the Council from potential improper use of these facilities.

There are no costs or financial implications associated with this exercise and Facility Pricing Schedules will continue to be reviewed on an annual basis and reported to Committee for Members' approval.

The updated Service Management Agreements now reflect the minimum legislative requirements for the delivery of childcare provision at these facilities and sure there is no risk to the Council from the delivery of such activity on Council owned premises.

## 6. Summary

The Community Development Section manages and operates a wide range of facilities, which are available for hire by individuals and groups. All facility bookings are subject to specific terms and conditions of hire which set out Council and hirers obligations.

These terms and conditions of hire have been updated in relation to a number of issues to ensure that they remain current, robust and appropriate. Any individual or group booking any of the facilities is required to agree to the relevant facility terms and conditions. Service Management Agreements for Community organisations operating community facilities have also been updated in relation to childcare provision at these facilities.

It is proposed that revised terms and conditions of hire and updated management agreements apply from 1 July 2025.

## 7. Recommendation

**It is recommended that:**

**(a) the updated facility terms and conditions of hire for all community facilities managed and operated by the Community Development Section be approved and applied from 1 July 2025.**

**(b) the updated Service Management Agreements for the operation of Monkstown Jubilee Centre, The Sovereign Complex, and the NI Centenary Community Centre Ballyduff, be approved and applied from 1 July 2025**

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development

### 3.10 CP/CF/001 COMMUNITY FACILITIES SCHEDULE OF CHARGES 2025/26

#### 1. Purpose

**The purpose of this report is to seek Members' approval in relation to the updated schedule of charges for the hire of Facilities managed by the Community Development Section in 2025/2026.**

#### 2. Introduction/Background

Members are reminded that a review of charges, for facilities managed by the Community Development Section is carried out annually.

The Schedule of charges includes both a standard rate and discounted community rates, for voluntary, community and charitable organisations operating within the Council area.

Groups are required to evidence their eligible status as part of the booking process.

#### 3. Previous Decision of Council

Members are reminded that the current schedule of charges was approved at the January 2025 Community Development Committee.

Members are also reminded it was approved that all 'out of hours' booking requests be charged at the standard rate and that the booker is in addition charged for staffing costs, at £15 p/h as well as for additional furniture hire and transport costs, if applicable.

#### 4. Key Issues

##### **Community Centre Out of Hours Bookings**

Out of hours bookings relate to one-off event bookings that take place outside the core opening hours of Community Facilities. These tend to be annual events and often require additional staffing as the organisers may request to sell/serve alcohol or have a large attendance.

In recent months a number of requests have been received which have been tested under the new out of hours schedule of charges. It has been evidenced that a review of the approach was required and in particular there is a need to clarify what 'out of hours' means. Officers have reviewed current approved arrangements, and it is proposed to make the following changes:

- Core hours for all facilities is to be defined as Monday to Friday 9am – 10pm and 9am – 6pm at weekends.
- Any booking requests outside of the core hours will be considered 'Out of Hours' are charged at the standard rate.

- These rates will include provision of one member of staff. If the nature of the out of hours event requires additional staff, they will be charged at £15 p/h.

## **Community Spaces**

A number of new areas were introduced to the schedule of charges at Community Facilities, as follows;

- Neillsbrook Community Centre Lower Car Park - £100 per day
- Muckamore Community Centre - Grass Field - £100 per day

Members are advised that for both areas daily use of the spaces for recreational play by Community Centre users or keyholders will continue to be accommodated free of charge, subject to adequate risk assessments being in place.

It is proposed that if any group wishes to book the space for commercial activity, then they can do so at a cost of £50 per day.

The proposed updated schedule of charges for 2025/2026 is **enclosed** for Members' information.

## **5. Financial Position**

An income target of £198,209 for Community Facility hire and tenancy agreement charges has been included in the 2025-26 revenue budgets.

It is anticipated the proposed changes will have no significant impact on 2025-26 projected income targets.

## **6. Summary**

The Schedule of Charges for hiring facilities managed by the Community Development Section is updated and approved by the Community Development Committee at the start of each calendar year.

Additional charges introduced this year including 'out of hours' bookings fees have been reviewed and new charges have been proposed following testing of this approach to address unintended issues of affordability for some booking requests.

## **7. Recommendation**

**It is recommended that the updated schedule of charges for the hire of Facilities managed by the Community Development Section in 2025-26 be approved.**

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development

### **3.11 CP/CD/343 & CP/CF/006 THE GLOBE AFTERSCHOOL CLUB AND BALLYDUFF COMMUNITY REDEVELOPMENT GROUP OUTDOOR PLAY EQUIPMENT REQUESTS**

#### **1. Purpose**

**The purpose of this report is to seek Members' approval for Globe Afterschool Club and Ballyduff Community Redevelopment Group to install outdoor play equipment on Council land at Stiles Community Centre and the Northern Ireland Centenary Community Centre Ballyduff.**

#### **2. Introduction/Background**

Members are reminded that Globe Afterschool Club is a registered Afterschools Provider that has been operating from Stiles Community Centre for over 23 years. They currently book the Centre Monday-Friday during the academic year and also deliver a summer scheme during July and August. The Globe Afterschool Club recently won the Family First award for best Afterschool Provider in Northern Ireland, a prestigious award that was recognised recently with a Mayoral visit.

Globe Afterschool Club are requesting permission to install outdoor play equipment on land owned by the Council at the front of the Centre. Members are advised that a separate request has been received from Ballyduff Community Redevelopment Group who have been operating the Northern Ireland Centenary Community Centre Ballyduff under a Service Management Agreement with the Council since 1<sup>st</sup> January 2024.

Ballyduff Community Redevelopment Group are requesting permission to install outdoor play equipment on land owned by Council at the rear of the Centre.

#### **3. Previous Decision of Council**

Members are reminded that a similar request for development of an outdoor garden was made by Ballyduff Community Redevelopment Group to use Council land adjacent to Ballyduff Community Centre. This was approved at the Council meeting on 30 August 2022 and the group granted a licence for this project.

#### **4. Key Issues**

Members are advised that a request has been received from Globe Afterschool Club for the installation of outdoor play equipment on land owned by Council at the front of the Centre. An aerial map of the Stiles Community Centre land, with the outdoor play area highlighted, is **enclosed** for Members' information.

The proposed project includes a climbing frame adventure playset, which will be custom made and installed by a professional climbing frame provider. There are no issues of displacement arising from this proposed project.

Members are advised a separate request has been received from Ballyduff Community Redevelopment Group who have been operating the Northern Ireland Centenary Community Centre Ballyduff under a Service Management Agreement with the Council since 1<sup>st</sup> January 2024.

The group is seeking permission to install outdoor play equipment within the grounds of the Community Centre. The group's funder, Bryson, currently owns a small wooden play unit which is being replaced at another location and has offered this to the group for installation.

It is proposed, the play unit will be situated within the rear garden area of the Centre enclosed by the perimeter fence. An aerial map of the Northern Ireland Centenary Community Centre Ballyduff land, with the outdoor play area highlighted, is **enclosed** for Members information.

The group also have an offer from NIHE to provide the installation of safety surface matting around the play unit. The play unit will be made available to Centre users. There are no issues of displacement arising from the proposed project.

#### 5. Financial Implication

Globe Afterschool's Club have advised that they will fund the project and that there will be no cost to the Council.

Ballyduff Community Redevelopment Group's funder, Bryson is providing the equipment to the Group at no cost and there will be no cost to the Council.

#### 6. Governance

It is proposed that the groups would be responsible for the ongoing maintenance of the outdoor areas and that an agreement is granted by the Council to both the Globe Afterschool's Club and Ballyduff Community Redevelopment Group to permit these developments and manage the use, maintenance, insurance and associated risk assessments of the outdoor play equipment.

#### 7. Summary

Requests have been received from Globe Afterschool's Club and Ballyduff Community Redevelopment Group for the development of outdoor play areas on land owned by the Council at the Stiles Community Centre and the Northern Ireland Centenary Community Centre Ballyduff, respectively.

There is no cost to the Council and both groups have agreed to be responsible for the ongoing management, maintenance and insurance of the equipment.

It is proposed that both requests are approved, and a written agreement is drafted by the Council. This would detail each group's responsibilities in terms of management, maintenance, insurance and risk assessments for the outdoor equipment.

## **8. Recommendation**

**It is recommended that:**

- (a) the proposed installation of outdoor play equipment by Globe Afterschool's Club at the Stiles Community Centre at no cost to the Council be approved and the group be granted an agreement for this project.**
- (b) the proposed installation of outdoor play equipment by Ballyduff Community Redevelopment Group at the Northern Ireland Centenary Community Centre Ballyduff at no cost to the Council be approved and the group be granted an agreement for this project.**
- (c) written agreements between the Council and both groups, outlining their responsibilities in relation to management, maintenance, insurance and risk for this equipment be developed and agreed.**

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development



### **3.12 COMD/CD/005 CAPITAL PREMISES AND EQUIPMENT GRANT FUND PROGRAMME 2025**

#### **1. Purpose**

**The purpose of this report is to seek Members' approval in relation to proposed financial awards under the Capital Premises and Equipment Grant Programme.**

#### **2. Background**

The Capital Premises and Equipment Grant Programme provides financial assistance to support groups within the Borough that have been established for at least 10 years to update, enhance and improve their community facilities or equipment, providing they can clearly evidence need, particularly where financial need is limited from other funding sources.

The first call for applications to the 2025/26 Capital Premises and Equipment Grant Fund opened on Monday 7 April 2025 and closed on Monday 19 May 2025. To support applications to this programme, Officers delivered three grant workshops and offered one-to-one support to all groups upon request. The opportunity was promoted on the Council's social media channels.

A pass threshold of 60% applies to applications to the Programme and groups are not required to demonstrate match funding. Members should also note that proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

#### **3. Previous Decision of Council**

Members are reminded that the Capital Premises and Equipment Grant Fund was approved by Council in October 2023 with a further update including the outcome of the Section 75 Equality Screening and Rural Proofing exercises approved at the March 2024 Community Planning Committee.

At the Community Development Committee in September 2024, it was agreed to fund 1 Capital Premises and 8 Equipment Grant awards to the successful applicants totalling £61,675.08.

At the February 2025 Community Development Committee delivery of the 2025/26 Capital Premises and Equipment Grant Fund Programme was approved.

#### **4. Capital Premises and Equipment Grant Programme**

Details of this funding programme as reported to the February Community Development Committee are outlined below:

## **Capital Premises Grant Fund**

The aim of this programme will be to support long established community organisations based in the Borough and providing community support to update and enhance their facilities.

It is proposed that organisations may apply for up to £15,000 for eligible projects which might include refurbishment of existing facilities and external ground enhancements.

## **Equipment Grant Fund**

The aim of this programme is to support long established community organisations based in the Borough and providing community support to update and purchase essential equipment.

It is proposed that organisations may apply for up to £5,000 for equipment that they can demonstrate will deliver benefit to their community activity.

Principles of these new grant funding programmes will include:

- Grants will only be awarded to constituted groups based in the Borough and operational for at least ten years.
- All applicants must provide robust information on grant purposes.
- Applications must be accompanied by core supporting documentation including (but not limited to) copies of the organisation's constitution, the organisation's most recent accounts, confirmation of insurance and the organisation's safeguarding policy (if relevant).
- All applications will be scored by officers against defined criteria relevant to the scheme and recommendations presented to the Community Planning Committee.
- Evidence of match funding will not be an essential requirement for grant aid however where an organisation can demonstrate match funding, this will be positively reflected in the scoring process.
- Awards will be made up to 100% of the funding requested (subject to consideration of the financial viability of the proposed project as part of the assessment process), up to a maximum of the specific grant category ceiling.
- All awards will be 100% vouched.
- Groups applying must be able to demonstrate clear financial need.
- Payment will be 50% in advance upon receipt of the signed acceptance form and 50% upon satisfactory vouching of the first payment.
- Risk assessments and insurances must be in place, where relevant, for all planned activities before payments are issued.
- Retrospective funding will not be considered.
- Council support must be acknowledged in all publicity material. The Council logo must be used on all material relating to the funding awards.
- Applicants must participate in post event evaluations if required. Failure to do so may result in awards having to be re-paid.

## 5. Financial Implication

Members are reminded the total budget available for the Capital Premises and Equipment Grant Fund for 2025/26 is £120,000 with an indicative allocation of £45,000 for premises and £75,000 for equipment.

A total of 25 applications were received and assessed by a panel of Officers with 13 applications (2 Capital Premises and 11 Equipment) totalling £83,213.44 achieving the required 60% pass threshold, details of which are **enclosed** for Members' information.

## 6. Summary

The Capital Premises and Equipment Grant Programme approved by the Community Development Committee in February 2025 opened for applications on 7 April 2025 and closed on the 19 May 2025. It is proposed to award 2 Capital Premises and 11 Equipment Grant awards to the successful applicants, who all met the criteria and achieved the required score to be successful, totalling £83,213.44 as outlined.

## 7. Recommendation

**It is recommended that the 13 successful applications for funding under the Capital Premises and Equipment Grant Fund totalling £83,213.44 be approved.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development

### 3.13 AC/GEN/085 COMMUNITY FESTIVAL FUND GRANT AID

#### 1. Purpose

**The purpose of this report is to seek Members' approval for a community festival grant award for 2025/2026.**

#### 2. Background

As part of the Council's Community Development Grant Aid Programme community and voluntary organisations can apply for community festival funding to support the delivery of community events.

A community festival is defined as a series of events with a common theme, delivered within a defined time period. It is developed from within a community and should celebrate and positively promote what the community represents. Community festivals are about participation, involvement, inclusion and the creation of a sense of identity, and are important in contributing to the social well-being of a community. The fund is available to properly constituted community, voluntary and charitable groups based in the Borough.

#### 3. Previous Decision of the Council

It was approved at the Community Development Committee in November 2024 to open a one-year call for community festival funding for 2025/2026. This call opened on 2 December 2024 and closed on 6 January 2025.

At the Community Development Committee in March 2025 three successful community festival applications for funding totalling £17,750 were approved. This included approval to award The Royal Black District Chapter £5,000 towards the delivery of its festival in 2025 which is being held in Antrim in August. It was reported to this meeting that previous multi year approvals resulted in funding commitments of £115,570.

#### 4. Review of Award

Members are advised that as part of this application process applicants can apply for up to a maximum of £5,000 if their festival is attracting less than 5,000 attendees, however, are eligible to apply for up to £10,000 if their event is going to attract in excess of 5,000 attendees.

In its original application for funding submitted by the 6 January 2025 deadline The Royal Black District Chapter indicated that they anticipated 6,000 attendees to their festival but applied only for £5,000 in funding support, which was approved at the March 2005 Committee.

Representatives of the Royal Black District Chapter have contacted officers requesting a review of their funding award on the basis that they were eligible to apply for up to £10,000 in funding support as their event will attract in

excess of 5,000 attendees, however in error made an application for the lower award.

They have submitted an updated financial and cost plan for the event which demonstrates need for this increased level of funding support for which they were eligible at time of application.

#### 5. Finance

It was reported to the Committee in March that there was £135,570 in the 2025/26 community festival budget. As £115,570 was already committed following previous approvals for multi year funding the total allocation from this budget is now £133,320.

#### 6. Governance

A call to the community festival fund for 2025/2026 opened on 2 December 2024 and closed on 6 January 2025.

The Royal Black District Chapter made an application for £5,000, however were eligible to apply for £10,000 given anticipated attendance at their event of 6,000 as highlighted in this application.

All Community Development Grant Funding Programme awards require approval through Committee.

#### 7. Summary

The Royal Black District Chapter were awarded £5,000 community festival funding to deliver their event in August 2025 in Antrim. As event organisers have developed their understanding of the actual costs of the event, they have identified a significant shortfall from costs estimated in their original application. They were eligible at the time of application to apply for up to £10,000 for their event and are requesting that their grant is increased from £5,000 to £10,000 given that this higher award was available for their event, and they made an error in their original application by not applying for the higher award and that their developed understanding of event costs demonstrates a need for this additional funding. They have provided an updated financial plan for the event.

#### 8. Recommendation

**On the basis of the application from The Royal Black District Chapter is eligible for the higher award of £10,000, it is recommended that provision of additional Community Festival funding to The Royal Black District Chapter of £5,000 be approved.**

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

### **3.14 CP/CP/196 PARTNERSHIP AGREEMENT WITH THE NORTHERN IRELAND FIRE AND RESCUE SERVICE**

#### **1. Purpose**

**The purpose of this report is to seek Members' approval for the Council to enter into a partnership agreement with the Northern Ireland Fire and Rescue Service (NIFRS).**

#### **2. Introduction/Background**

The NIFRS is one of the Councils statutory community planning partners. The Council engages with the NIFRS on a variety of community safety issues as well as in relation to event planning and multi agency emergency responses such as the recent example of storm Eowyn.

#### **3. Partnership Agreement**

The Chief Executive and Director of Community Development met recently with the new Group Commander of NIFRS Northern Area Command, which includes the Borough within its scope. He presented the draft partnership agreement, the purpose of which is to ensure those at risk in the community are receiving the help they need through collaborative working.

The draft agreement proposed by the NIFRS is **enclosed** for Members' information. The NIFRS will maintain the agreement on behalf of both organisations.

It is proposed that the Council enters into this partnership agreement with the NIFRS.

#### **4. Finance**

There are no financial commitments arising from the partnership agreement with the NIFRS.

#### **5. Governance**

The agreement will remain valid until superseded by a revised agreement, mutually endorsed by each organisation and until such times as the partnership has been terminated. Any update relating to the agreement will be brought to a future meeting of the Committee for approval.

#### **6. Summary**

In order to ensure those most at risk in the community are receiving the help they need through the collaborative working between the Council and one of the council's statutory community planning partners the NIFRS it is proposed that the Council enters into a partnership agreement with the NIFRS. Any changes or updates to this agreement will be reported to a future meeting of the Committee.

**7. Recommendation**

**It is recommended that the partnership agreement between the NIRFS and the Council be approved.**

Agreed and Approved by: Ursula Fay, Director of Community Development

## 4 ITEMS FOR NOTING

### 4.1 PT/CI/065 DIRECTORATE BUSINESS PLAN 2024/25 PERFORMANCE PROGRESS BI-ANNUAL UPDATE REPORT

#### 1. Purpose

**The purpose of this report is to recommend to Members that the Directorate Business Plans Performance Progress Bi-Annual Report be noted.**

#### 2. Background

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 Directorate Business Plans for 2024/25 were approved by the Committee in March 2024. These set out the key actions and objectives of the Directorate, which informed how the wide remit of services would be delivered in 2024/25. The Plan also summarised the operational context within which actions will be delivered in terms of staff and financial resources, risks and historical performance.

#### 3. Previous Decision of Council

Annual Directorate Business Plans were agreed at the March 2024 Council meeting. It was agreed that bi-annual Directorate performance progress reports would be presented to the relevant committee.

#### 4. Key Points

The bi-annual performance progress reports for Community Development (appendix 1), Arts, Culture, Tourism & Events (appendix 2) Marketing, Communications and PR (appendix 3) are **enclosed** for Members' information.

#### 5. Recommendation

**It is recommended that the Directorate Business Plans 2024/25 Performance Progress Bi-Annual Report be noted.**

Prepared by: Allen Templeton Performance Improvement Officer

Approved by: Ursula Fay, Director of Community Development



#### **4.2 PT/CI/060 PERFORMANCE AND IMPROVEMENT PLAN 2024/25 PERFORMANCE PROGRESS REPORT (COMMUNITY DEVELOPMENT) QUARTER 4**

##### **1. Purpose**

**The purpose of this report is to recommend to Members that the Performance and Improvement Plan 2024/25 Performance Progress Report Quarter 4 be noted.**

##### **2. Previous Decision of Council**

As agreed at the August 2023 Council meeting, quarterly performance reports will be presented to the relevant Committee.

##### **3. Key Points**

The fourth quarter performance progress report for Arts, Culture, Heritage, Tourism and Events, Community Development and Marketing, Communications and PR is **enclosed** for Members information.

##### **4. Summary**

1. The Council's two flagship events Garden Show Ireland and Enchanted Winter Garden were both impacted significantly by adverse weather in 2024 and failed to meet their attendance targets. Both events were however delivered within budget in spite of this.
2. The performance of the Council's theatres has been transformed with an increase of 9,832 in attendance, £417,656 in ticket income and 3% occupancy when compared to 2023/2024.
3. Customer satisfaction with theatres and events is 92% and 82% respectively.
4. £155,947 more in community grant funding was issued when compared with 2023/2024 and 99.5% of grant awards were issued within 30 days of closing date.
5. 2,849 community centre bookings in excess of the 2024/25 target were made.
6. 93% satisfaction achieved with community development events and programmes.
7. 81.5% satisfaction achieved with the quality of information on the Council's website.
8. Almost 7,550 more followers on the Council's social media platforms than the target for 2024/25.

##### **5. Recommendation**

**It is recommended that the Performance and Improvement Plan 2024/25 Performance Progress Report (Community Development Directorate) Quarter 4 be noted.**

Prepared by: Allen Templeton Performance Improvement Officer

Agreed by: Katherine Young, Organisation Development & Employee Engagement Manager

Approved by: Helen Hall Director of Corporate Strategy

#### 4.3 CP/GEN/019 COMMUNITY DEVELOPMENT SECTION - PARTNERSHIP MINUTES

##### 1. Purpose

The purpose of this report is to update Members on the various minutes of the Partnership Meetings led by the Community Development Section which have been held in recent months.

##### 2. Introduction/Background

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 I pads.

Community Development		
File Ref	Date of Meeting	Name of Partnership
D/Gen/91	-	Community Advice Antrim and Newtownabbey
D/DP/67	25.02.2025 25.03.2025	Rathcoole Neighbourhood Renewal Partnership
D/CSP/48	25.09.2024 29.01.2025	Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP)
D/DP/67	27.02.2025 27.03.2025	Grange Neighbourhood Renewal Partnership
CP/GR/43	25.10.2024	Traveller Issues Local Government Partnership

##### 3. Recommendation

**It is recommended that the update on Partnership Minutes be noted.**

Prepared by: Wendy Donaldson, Clerical Officer

Approved by: Ursula Fay, Director of Community Development

#### 4.4 CP/PCSP/088 PCSP LETTER OF OFFER AND FUNDING AGREEMENT 2025/2026

##### 1. Purpose

**The purpose of this report is to update Members on the offer of Policing and Community Safety Partnership funding from the Joint Committee.**

##### 2. Background

Members are reminded that Policing and Community Safety Partnerships (PCSP) were created regionally across NI in 2012. The Joint Committee (Department of Justice and Northern Ireland Policing Board) provides annual funding in relation to the operation of the PCSP to the Council, subject to the approval of a Local Action Plan.

##### 3. Previous Decision of Council

Members are reminded that it was reported to the Community Development Committee in September 2024 that funding of £303,540 for 2024/25 from the Joint Committee and funding of £14,000 from the Northern Ireland Policing Board to fund Members expenses had been offered to the Council.

##### 4. Letter of Offer

Members are advised that correspondence **enclosed** has been received from the Joint Committee confirming that the Council is being offered PCSP funding of £303,540 for 2025/26.

An additional £12,500 from the Northern Ireland Policing Board has been awarded to fund Members expenses and meeting allowances. Members are advised that this offer of funding has been accepted by the Departments deadline of 16 June 2025.

##### 5. Financial implications

Members will be aware that the Council is providing a contribution of £99,656 towards delivery of the 2025/26 PCSP Action Plan and that provision for this has been made within the 2025/26 Community Development budget.

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 and 4 Tier Security Scheme to support delivery costs and additional funding of £37,000 has been secured.

##### 6. Governance

Antrim and Newtownabbey PCSP, is a statutory body established under the Justice Act (NI) 2011. A Joint Committee comprising representatives from the Northern Ireland Policing Board and the Department of Justice oversees the work of the PCSP, which contains a membership locally of 10 Elected

Members, 9 Independent Members and representatives from 7 designated statutory bodies.

The PCSP Officers provide a secretariat function to the Partnership, ensuring Action Plan delivery in accordance with relevant Council policies and procedures and effective financial management.

#### 7. Summary

The Council has received an offer for funding of £303,540 from the Joint Committee for the costs associated with the PCSP for the period of 01 April 2025 to 31 March 2026. In addition, The Northern Ireland Policing Board will provide funding in relation to Members meeting expenses, to a maximum of £12,500.

#### 8. Recommendation

**It is recommended that the offer of Policing and Community Safety Partnership funding of £303,540 from the Joint Committee be noted.**

Prepared by: Stef Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community Development

#### **4.5 AC/MU/003 NATIONAL MUSEUMS NI – CORPORATE STRATEGY 2025-2030**

##### **1. Purpose**

**The purpose of this report is to inform Members that National Museums NI have launched their Corporate Strategy 2025–2030.**

##### **2. Introduction/Background**

Members are advised that the National Museums NI has been working towards the development of a new Strategy for the period 2025–2030.

##### **3. Key Issues**

Members are advised correspondence **enclosed** has been received from the National Museums NI advising that their Corporate Strategy 2025–2030 was launched recently.

##### **4. Recommendation**

**It is recommended that the National Museums NI Corporate Strategy 2025-2030 be noted.**

Prepared by: Joanne Hamilton-Whyte, PA to Director of Community Development

Approved by: Ursula Fay, Director of Community Development

#### **4.6 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL**

##### **1. Purpose**

**The purpose of this report is to provide Members with copies of minutes from the Northern Ireland Housing Council meeting for 10 April 2025.**

##### **2. Introduction/Background**

Members are advised that correspondence has been received from the Northern Ireland Housing Council providing a copy of the minutes of their meeting of 10 April 2025, which are **enclosed** for Member's information.

##### **3. Previous Decision of Council**

Members are reminded that at the Community Development Committee in May 2025 the minutes of the Northern Ireland Housing Council meeting held on 13 March 2025 were noted.

##### **4. Recommendation**

**It is recommended that the minutes of the Northern Ireland Housing Council of 10 April 2025 be noted.**

Prepared by: Joanne Hamilton-Whyte, PA to Director of Community Development

Approved by: Ursula Fay, Director of Community Development

#### **4.7 G/MSMO/2/VOL2 CHANGE IN MEMBERSHIP OF THE POLICING AND COMMUNITY SAFETY PARTNERSHIP BY SINN FÉIN**

##### **1. Purpose**

**The purpose of this report is to inform Members of the change in nomination to the Policing and Community Safety Partnership by Sinn Féin.**

##### **2. Introduction**

It was agreed at the Annual Meeting in May 2023 that 10 Members be appointed to the Policing and Community Safety Partnership for the term of Council by the d'Hondt method.

At this meeting Sinn Féin Party nominated Councillors Annie O'Lone and Michael Goodman to the Partnership.

##### **3. Key Issue**

The Sinn Féin Nominating Officer has now advised that, with immediate effect, Councillor Taylor McGrann is to replace Councillor Annie O'Lone on this Partnership for the remainder of the term of Council.

##### **4. Recommendation**

**It is recommended that Members note the change in nomination to the Policing and Community Safety Partnership by Sinn Féin for the remainder of the term of the Council.**

Prepared by: Joanne Hamilton-Whyte, PA to Director of Community Development

Approved by: Ursula Fay, Director of Community Development



## **4.8 AC/ACG/012 ANTRIM CASTLE GARDENS EVENTS**

### **1. Purpose**

**The purpose of this report is to update Members on plans to apply for planning permission to allow Antrim Castle Gardens to be used for temporary events.**

### **2. Introduction/Background**

Antrim Castle Gardens hosts a number of Council events each year, including Enchanted Winter Garden, Garden Show Ireland, Antrim Live and Party in the Park. Under the Planning (General Permitted Development) Order (Northern Ireland) 2015, the area of the Gardens outside of the curtilage of Clotworthy House can be used for temporary events for up to 28 days in a calendar year without the need for planning permission.

Plans are being considered to extend the duration of Enchanted Winter Garden by an additional fortnight in 2025, and to ensure continued compliance with legislation now and in future years, officers propose to apply for planning permission for the temporary use of Antrim Castle Gardens for events on up to 100 days each year.

Any future recommendations for new events at Antrim Castle Gardens, or for the extension of existing events, will be subject to prior approval from the Community Development Committee.

### **3. Previous Decision of Council**

Approval to extend Enchanted Winter Garden until Saturday 3 January 2026 was given at the March 2025 Community Development Committee meeting.

### **4. Summary**

In order to ensure continued compliance with planning legislation, and to allow Elected Members the flexibility to approve new or extended events in Antrim Castle Gardens in the future, officers intend to apply for planning permission for the temporary use of Antrim Castle Gardens for events on up to 100 days each year.

### **5. Recommendation**

**It is recommended that this report be noted.**

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

Approved by: Ursula Fay, Director of Community Development

#### **4.9 CCS/EDP/007 SECTION 75 EQUALITY SCREENING AND RURAL NEEDS SCREENING FORMS**

##### **1. Purpose**

**The purpose of this report is to note the Section 75 Equality Screening process relating to the reports referenced:**

**CP/TD/050** SCHOOL UNIFORM RE-USE SCHEME

**CP/TD/105 and CP/CD/484** – SOCIAL SUPERMARKET AND FAMILY SUPPORT PROGRAMME

**CP/TD/062** – HARDSHIP SCHEME

**CP/GR/164** – HOLOCAUST PROGRAMME

**CP/CD/426** – CHRISTMAS TOY SCHEME

**CP/GEN/005/VOL3** – COMMUNITY PLANNING PARTNERSHIP – DRAFT LOVE LIVING HERE DELIVERY PLAN 2030

**CP/CP/243** – ENDING VIOLENCE AGAINST WOMEN AND GIRLS (EVAWG)

**CP/TD/104 and CP/TD/107** – AREAS AT RISK FUNDING

**AC/ACG/012** - DEVELOPMENT OF WALKING TOURS

##### **2. Introduction/Background**

As part of the Council's responsibilities to identify and address potential Section 75 implications and promote equality of opportunity and good relations as required by the Northern Ireland Act 1998, the above policies have been subject to Section 75 Equality Screening and have been screened out for the need of an Equality Impact Assessment. A copy of each Section 75 Equality Screening Forms is **enclosed**.

In addition, the Rural Needs Act places a duty on public authorities and local Councils to have due regard to rural needs when developing, adopting, implementing or revising policies, strategies and plans and when designing and delivering public services. A Rural Needs screening exercise as enclosed was applicable for School Uniform Re-Use Scheme, Social Supermarket and Family Support Programme and Community Planning Partnership – Draft Love Living Here Delivery Plan 2030.

### **3. Recommendation**

**It is recommended that the Section 75 Equality Screening and Rural Needs Screening for the reports listed be noted.**

Prepared by: Joanne Hamilton Whyte PA Director of Community Development and Ellen Boyd, Accessibility and Inclusion Officer

Agreed by: Ronan McKenna, Head of Community Development and Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Development

## **5 ANY OTHER RELEVANT BUSINESS**

Any Other Relevant Business (AORB) may be taken at this point.