



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING COMMITTEE
HELD IN MOSSLEY MILL ON MONDAY 9 OCTOBER 2023 AT 6.30 PM**

- In the Chair** : Councillor T McGrann
- Committee Members (In person)** : Aldermen - J McGrath, P Michael, L O'Boyle and S Ross
Councillors – M Brady, P Dunlop, N Kelly, R Lynch, V McWilliam, B Mallon, M Ní Chonghaile, S Ward and S Wilson.
- Committee Members (Remote)** : Councillor A O'Lone
- Non Committee Members (In person)** : Councillors – J Burbank and B Webb
- Non Committee Members: (Remote)** : Alderman L Clarke
- In Attendance** : Mark Graham Chief Executive Co/Ownership
Charles O'Neill Director of Product Development Co/Ownership
- Officers Present** : Director of Community Planning – U Fay
Head of Community Planning – R McKenna
Head of Arts, Culture, Tourism & Events – S Goldrick
IT Systems Support Officer – C Bell
Member Services Officer – S Boyd
Mayor and Member Services Officer – S Fisher

CHAIRPERSON'S REMARKS

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

1 APOLOGIES

None

2 DECLARATIONS OF INTEREST

Item 5.14 Councillors Wilson and Dunlop
Item 5.16 Alderman Michael

3 INTRODUCTION OF NEW STAFF

None

4 PRESENTATION

4.1 G/MSMO/142 CO/OWNERSHIP

Representatives of Co/Ownership Mr Mark Graham (Chief Executive) and Mr Charles O'Neill (Director of Product Development) made a presentation (circulated) in relation to Co/Ownership.

Mr Graham and Mr O'Neill answered Members' questions, the Chairperson and Members thanked them for their presentation and they left the meeting.

Proposed by Councillor McGrann
Seconded by Alderman Michael and agreed that

the presentation be noted.

NO ACTION

5 ITEMS FOR DECISION

5.1 CP/CD/426 CHRISTMAS TOY SCHEME UPDATE

Members were reminded that the delivery of the 2023 Christmas Toy Scheme had been approved at the September meeting of the Committee. It had also been agreed that a report on the participation of community and voluntary organisations in the scheme, including grant recommendations would be brought to the October 2023 Committee Meeting.

A social media campaign had been carried out in September seeking expressions of interest from community and voluntary organisations interested in delivering a toy scheme. As a result, nine organisations, listed below, had expressed an interest in delivering a scheme:

Organisation/Group	DEA
Safe Space to Be Me	Airport
Listening Ear	Macedon
Rathfern Community Regeneration Group	Macedon
Fitmoms & Kids	Glengormley Urban
Queen's Park Women's Group	Glengormley Urban
Mid Antrim Animal Sanctuary	Antrim
Sensory Kids	Antrim
Antrim School of Music	Antrim
Learning Rooms	Antrim

It was proposed that all the groups who expressed interest be approved as community delivery partners for the Christmas Toy Scheme 2023 and were provided with a grant of £200 towards storage and running costs.

The Christmas Toy Scheme 2023 would be widely promoted on the Council's social media channels and other mediums to encourage donations in order to provide as much support as possible to local families. Whilst also contributing to the Council's Climate Change Action Plan.

Proposed by Alderman McGrath
 Seconded by Councillor Brady and agreed that

the acceptance of the nine community organisations as Community Delivery Partners for the Christmas Toy Scheme 2023, including provision of £200 each toward costs of participation, be approved.

ACTION BY: Stef Buchanan, Community Development Manager

5.2 CP/TD/001 SCHOOL UNIFORM RE-USE SCHEME 2023

Members were reminded that the School Uniform Re-Use Scheme was first approved at the February 2020 Council Meeting. The scheme ran again in 2021 and 2022 with over 14,000 good quality school uniform items and over 1500 families being supported across the Borough.

Members were further reminded that the proposal for the operation of the school uniform scheme in 2023, including provision of £200 to each participating group, had been approved by the Committee in April 2023 with an update on the outcome of the scheme to be brought to a future meeting.

The 2023 School Uniform Re-Use Scheme opened in June and was due to close at the start of September. Due to demand this year all schemes continued to make uniform items available beyond the initial timeframe identified, to mid-September.

A total of 10 local schemes representative of each DEA participated in this year's scheme as outlined below:

DEA	School Uniform Scheme Provider
AIRPORT	A Safe Space to be Me: Crumlin Hub
ANTRIM	1 st Antrim Presbyterian
BALLYCLARE	The United Parish -St John's Ballyclare and Christchurch
DUNSILLY	TIDAL – Toome House
GLENGORMLEY URBAN	Carnmoney Presbyterian Church Community Relations Forum Fit Moms and Kids Glengormley Methodist Church
MACEDON	Listening Ear – Dunanney Centre
THREEMILEWATER	Monkstown Village Centre

Members were advised that 13 schools registered their School Uniform Scheme with the Council as part of the collective School Uniform Scheme for 2023. The schools who registered were:

- Riverside Special School
- Randalstown Central Primary School
- Doagh Primary School
- Crumlin Integrated Primary School
- Round Tower Integrated Primary School and Nurse Unit
- Straidhavern Primary School
- Hillcroft School
- Loanends Primary School
- Groggan Primary School
- Parkhall Intergrated College
- Ballycraigy Primary School
- Hazelwood Integrated College
- Round Tower Integrated Primary School

The Scheme reported the following outcomes:

- 7500+ Items of good quality school uniform items were donated to community providers.
- 1000+ families/children were supported with pre-loved uniform items

As the School Uniform Scheme continues to evolve to meet local community needs, it was proposed that the areas below be developed for 2024 as follows:

- Further promotion of school uniform schemes as well as recording and collection of data in relation to performance of the schemes.
- Closer work with schools to develop recording of key data including items donated and families supported
- Exploration of funding opportunities to provide additional support to schemes.
- Establishment of a School Uniform Providers Network to share best practise and meet biannually.
- Development of a 'Back to School' event in August 2024, involving community providers, schools and Community Planning partners to promote the service

In recognition of the invaluable contribution and support that the Community and Voluntary organisations provide for both families and the Climate Change Action Plan, through the reduction of items going to landfill, it was proposed to invite all 2023 participating organisations into Mossley Mill to meet the Mayor as part of a celebratory event and launch of the proposed School Uniform Providers Network.

Proposed by Alderman McGrath
Seconded by Councillor Wilson and agreed that

the update of the School Uniform Re-Use Scheme 2023 be noted and the proposals for the 2024 Re-Use Scheme be approved.

ACTION BY: Stef Buchanan, Community Planning Manager & Will McDowell, DEA Co-ordinator

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

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

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

During the month of September four applications totalling £4,000 were received and assessed by Officers, details of which were circulated for Members' information.

Proposed by Councillor McWilliam
Seconded by Councillor Dunlop and agreed that

the four Small Grant applications as detailed be approved at a total cost of £4,000.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

5.4 CP/GR/177 GOOD RELATIONS GRANT AID

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

The aim of the Good Relations Grant Aid Programme is to improve day to day relationships by encouraging fair treatment in society in which all cultures and traditions are understood, respected and accepted.

Members were advised that applications were required to score higher than 50% to be deemed successful. One application had been received in September 2023, scoring above the 50% threshold, requesting a total amount of £2,500.

A summary of the application received and an overview of the assessment was circulated for Members information.

Proposed by Councillor McWilliam
Seconded by Councillor Kelly and agreed that

the Good Relations Grant Aid application outlined above be approved at a total cost of £2,500.

ACTION BY: Jen Cole, Good Relations Coordinator

5.5 CP/CD/468 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME

Members were reminded that it was agreed at the Community Planning Committee in September that Officers bring back a report on how best to support organisations within the Borough who cannot access current Community Planning grant funding programmes.

Officers, having considered the current scope of the Community Planning Grant Aid Programme, had identified that there was a gap in terms of capital funding for both premises and equipment.

It was proposed to establish two new funding programmes to support community organisations as follows:

- Capital Premises Grant Fund and
- Equipment Grant Fund

Capital Premises Grant Fund

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

It was proposed that organisations may apply for up to £25,000 for eligible projects which might include refurbishment of existing facilities and external ground enhancements.

Equipment Grant Fund

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

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

Principles of these new grant funding programmes would include:

- Grants would only be awarded to constituted groups based in the Borough who have been 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 would be scored by officers against defined criteria relevant to the scheme and recommendations presented to the Community Planning Committee.
- Evidence of match funding would not be an essential requirement for grant aid however where an organisation can demonstrate match funding, this would be positively reflected in the scoring process.
- Awards would 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 would be 100% vouched.
- Groups applying must be able to demonstrate clear financial need.
- Payment would 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 would not be considered.
- Antrim and Newtownabbey Borough 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.

Detailed proposals for the Capital Premises Grant and Equipment Grant Funding Programmes were circulated for Members information. It was proposed that both programmes operate on a rolling basis.

Proposed by Councillor Dunlop
Seconded by Councillor Wilson and agreed that

the Capital Premises and Equipment Community Grant Funding Programmes as outlined be approved.

ACTION BY: Ronan McKenna, Head of Community Planning

5.6 CP/GEN/047 IPB PRIDE OF PLACE AWARDS 2023

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

In May 2023 the Council nominated three groups to take part in the competition namely:

- All About Us – ASD Teens (Community Wellbeing Initiative)
- Ballyduff Community Redevelopment Group (Housing Estates/Residents Associations)
- Newtownabbey Men's Shed (Creative Place Initiative)

Judging of the three entries took place in August 2023 and correspondence had been received from Co-operation Ireland indicating that the annual Gala Dinner and Awards Ceremony would take place on Friday 10 November 2023 in the Armagh City Hotel, Armagh.

Ten complimentary tickets would be made available for this event with guidance that they are to be distributed as follows: two tickets per nominated group with the remaining four tickets being allocated to Elected Members and Officers.

As the venue is approximately one hour and fifteen minutes from the Borough, and with the awards ceremony running until midnight, it was proposed that Council provides financial assistance of up to £550.00 to cover the cost of hiring a minibus to transport the ten attendees to and from the event.

It was also proposed that the Mayor, Deputy Mayor, Chair of the Community Planning Committee or their nominated representatives accompanied by a Council Officer attend the ceremony along with the six group representatives.

Proposed by Councillor Lynch

Seconded by Alderman Michael and agreed that

- a) the Mayor, Deputy Mayor, Chair of the Community Planning Committee or their nominated representatives, accompanied by a Council Officer, attend the IPB Pride of Place Gala Dinner and Awards Ceremony in Armagh on Friday 10 November 2023; and**
- b) the hire of a minibus to provide transport for the Council delegation to attend the event, at a cost of £550, be approved.**

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

5.7 AC/EV/025 BALLYCLARE MAY FAIR

Members were advised that the Ballyclare May Fair Working Group met on 13 September in Ballyclare Town Hall to commence planning for the May Fair 2024. At this meeting Councillor Jeannie Archibald-Brown was re-elected as Chair of the Working Group and Valerie Jenkins as Vice Chair. Minutes of the meeting were circulated for Members information.

Proposed by Councillor McWilliam

Seconded by Alderman Boyle and agreed that

- (a) the re-election of Councillor Jeannie Archibald-Brown and Valerie Jenkins as Chairperson and Vice Chairperson respectively of the May Fair Working Group be approved; and**
- (b) the minutes of the May Fair Working Group meeting of the 13 September 2023, be approved.**

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

5.8 AC/EV/007 ENCHANTED WINTER GARDEN 2023

Members were reminded that the delivery of the Enchanted Winter Garden event in 2023 had been approved at the February 2023 Community Planning Committee Meeting. At the meeting the delivery of a "soft opening" of the event free of charge to residents selected by invite was also approved. This community evening was first held in 2022 and was used to thank and recognise a wide selection of the community by inviting them to enjoy the Enchanted Winter Garden event as guests of the Council.

The community "soft opening" evening of the event would take place on Friday 24 November 2023 with the following arrangements proposed:

- A reduced capacity of 5,000
- Admission by invitation only
- All attractions free of charge

It was proposed to allocate 10 complimentary adult tickets to each Elected Member for distribution to those they feel are most deserving of the invitation. Each adult ticket would include provision for one under 16,

The remaining 4,200 complimentary tickets would, as in 2022, be allocated equally to the Councils community and voluntary groups to distribute at their discretion to individuals and families who they feel are most deserving of them.

Elected Members and their families would receive their own invitation to attend Enchanted Winter Garden at one of the Inclusive Evenings being held on Wednesday 6 and 13 December 2023. This invitation is fully transferable to another date.

At the Community Planning Committee in February it was also agreed to deliver a food and craft market at Ulster Bar Corner during the event. A number of market testing exercises have been carried out and delivery of a full market had proved not to be viable. It was proposed instead to animate the space with a small selection of food stalls and some attractions as well as illuminations as an alternative to a full market. A full Festive Fayre is included with the Enchanted Garden Event with food, drink and craft stalls available.

In addition to the animation of Ulster Bar Corner there would be an opportunity to further animate Antrim Town Centre through delivery of a Living Windows proposal. This would involve 20 shop windows between Ulster Bar Corner and the Barbican Gate entrance to the event being animated with various local people greeting passers-by as the windows would be brought to life with digital technology at a cost of £13,000. The animation would be created by filming local people to smile, wave and greet passers by using a green screen in the Old Courthouse Theatre.

Members were advised that the set-up for Enchanted Winter Garden would begin on Monday 13 November 2023, and for safety reasons some parts of Antrim Castle Gardens may be closed temporarily while attractions are being brought in. Any disruption would be kept to a minimum, and would be clearly signposted and communicated in advance. Some disruption would also be anticipated during the three days after the event finishes on Tuesday 19 December 2023.

As in previous years, a secure perimeter fence would be in operation from 3pm on each day of the event. Members of the public would be able to access all parts of the gardens from early morning until 3pm on each day of the event, and all day when the event is not taking place.

Proposed by Alderman Boyle
Seconded by Councillor Dunlop and agreed that

- a) the proposed arrangements for the Enchanted Winter Garden “soft opening” on 24 November 2023 be approved;**
- b) the delivery of a Living Windows animation in Antrim Town Centre throughout the Enchanted Garden event at a cost of £13,000 be approved; and**
- c) the proposed closures to Antrim Castle Gardens to facilitate the set up and delivery of Enchanted Garden 2023 be approved.**

ACTION BY: Samuel Hyndman, Culture and Events Manager

5.9 CP/CP/214 ARMED FORCES DAY 2024

Members were reminded that the delivery of Armed Forces Day 2024 on Saturday 22 June 2024 at an estimated cost of £80,000 was approved at the June Council Meeting. It was agreed to establish a Working Group of the Mayor, Deputy Mayor, Veterans Champion and 6 Elected Members nominated by D'Hondt as well as representatives of the Armed Forces and appropriate Officers.

Members were advised that Elected Member nominations had been received from Group Leaders as follows:

DUP: Councillor Sam Flanagan and Councillor Paul Dunlop BEM
Alliance: Alderman Tom Campbell
UUP: Alderman Paul Michael BEM

Members were advised that Lt Col Kevin Thomas MBE RE would represent the Armed Forces on the Working Group.

The first meeting of the Working Group was held at Mossley Mill on Wednesday 20 September 2023 and the minutes were circulated for Members' information. At this meeting it was agreed that the event be held in Jordanstown Loughshore Park, Newtownabbey, commencing with a parade along the Shore Road to the Park with final details on the route still to be agreed.

A Section 75 Screening exercise had been carried out in relation to this event and the form was circulated for Members' information. An Equality Impact Assessment was not recommended.

Proposed by Councillor Mallon
Seconded by Alderman Michael and agreed that

the minutes of the Armed Forces Working Group meeting of 20 September 2023 and the outcome of the Section 75 Screening Exercise be approved.

ACTION BY: Ursula Fay, Director of Community Planning

5.10 AC/GEN/008 FREE USE OF BALLYCLARE TOWN HALL

Members were reminded that the Education Authority received approval at the February 2023 Community Planning Committee for the free use of The Courtyard Theatre and Antrim Castle Gardens for performances by the Youth Orchestra in May 2023.

Members were advised that a further request for the free use of Ballyclare Town Hall had been made by the Education Authority for its Youth Orchestra to deliver a performance on Tuesday 5 December 2023. This could be facilitated at no additional cost to the Council.

Proposed by Alderman Boyle
Seconded by Councillor Wilson and agreed that

the request for free use of Ballyclare Town Hall by the Education Authority on Tuesday 5 December 2023 be approved.

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

5.11 G/MSMO/008/VOL 3 PUBLIC CONSULTATION ON RECOMMENDATIONS FROM THE INDEPENDENT REVIEW OF CHILDREN'S SOCIAL CARE SERVICES

Correspondence, which was circulated, had been received from the Department of Health's Director of Family and Children's Policy advising that, following an Independent Review of Children's Social Care Services and the publication of the Review's Report, the Department of Health is taking forward a public consultation on the recommendations coming from the Review.

The consultation can be accessed on the Department of Health website at: <https://www.health-ni.gov.uk/consultations/consultation-recommendationsindependent-review-childrens-social-care-services-northern-ireland>

Responses to the consultation must be received no later than **27 November 2023**.

Members may wish to respond on a corporate, individual or party political basis.

Proposed by Councillor Lynch
Seconded by Councillor Brady and agreed that

Council responds on a corporate basis.

ACTION BY: Conor Cunning, DEA Engagement Manager

5.12 CP/CP/234 DEAF MENTAL HEALTH WORKSHOP PROPOSAL

Members were advised that there are estimated to be 32,000 people in Northern Ireland who are deaf. The Council had already committed to the BSL and ISL Charter and as part of this pledged to empower local deaf communities.

People who are deaf are known to be much more susceptible to mental ill health and often suffer from isolation and exclusion given their disability. This is a significant barrier to their quality of life.

A proposal had been received from a leading Northern Ireland specialist deaf Counsellor to deliver a Mental Health Workshop for up to twelve residents.

The aim of the proposal would be to create a safe environment where this group of deaf adults can explore past experiences and trauma, learn to self-regulate and manage anxiety, depression and stress. Participants would also be signposted to further counselling support.

It was proposed to deliver this workshop in Corrymeela as a residential from 17 January to 19 January 2024 at a cost of £7,050. The opportunity to participate would be advertised to Council residents who are deaf and the twelve places available would be allocated on the basis of need if oversubscribed.

This proposal offered an innovative approach and if successful had the potential to be delivered annually for the Council's deaf community

Proposed by Councillor Ward
Seconded by Alderman McGrath and agreed that

the proposal to deliver a Deaf Mental Health Workshop at Corrymeela between 17 and 19 January 2024 for up to twelve adult deaf residents at a cost of £7,050 be approved.

ACTION BY: Ursula Fay, Director of Community Planning

5.13 CP/PP/006 PEACEPLUS PARTNERSHIP MINUTES

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

The minutes of the following PEACEPLUS Partnership meeting on 12 September 2023 were circulated for consideration.

Proposed by Councillor Wilson
Seconded by Councillor Dunlop and agreed that

the minutes of the PEACEPLUS Partnership meeting, as detailed, be approved, and Officers were asked to clarify arrangements involved in the preparation of the consultant's presentation delivered to the meeting in September.

ACTION BY: Ronan McKenna, Head of Community Planning/Julia Clarke, Peace Programme Coordinator

5.14 CP/CD/467 SENIOR CITIZENS CHRISTMAS FESTIVITY FUND RECOMMENDATIONS 2023

Members were reminded that the 2023 Christmas Festivity Programme including financial assistance of £16,000 for the Senior Citizen's Christmas Event Programme was approved at the September Community Planning Committee.

The Senior Citizens Christmas Festivity Fund was established in 2019 to provide financial assistance to seniors' groups organising Christmas Dinners and other social events over the festive period.

Members were advised that the closing date for the receipt of completed applications under the Senior Citizens Christmas Festivity Fund was Thursday 21 September 2023.

In total 85 applications were received and assessed by a panel of Officers and 83 have been recommended for funding.

The total budget allocated to this fund in 2023 is £52,000 including an allocation of £36,000 from the Department for Communities Hardship Fund was approved at the August Council meeting.

The total amount recommended for funding is £40,525.00 subject to the receipt of all relevant supporting documentation.

A detailed summary of the applications was circulated for Members consideration.

Proposed by Councillor Ward
Seconded by Councillor McGrann and agreed that

the award of the Senior Citizens Christmas Fund grants outlined, at a cost of £40,525.00, be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

5.15 CP/CD/466 CHRISTMAS CELEBRATION EVENTS FUND RECOMMENDATIONS 2023

Members were reminded that the 2023 Christmas Festivity Programme including financial assistance of £14,000 for the Christmas Celebration Events Fund was approved at the September Community Planning Committee.

The establishment of a Christmas Celebration Events Fund was approved by the Council February 2018 to assist groups that may wish to develop and deliver Christmas Celebration events.

The total budget allocated to this fund in 2023 was £14,000 and groups representing the previous designated 'Switch On' sites across the Borough were invited to apply to this fund.

Under this fund financial assistance of up to £500 was available per group with no match funding required. For groups wishing to organise a larger scale event a maximum of £1,000 would be available if the group can secure match funding for the additional £500 (or smaller amount) on a pound for pound basis.

Members were reminded that the fund opened on Monday 4th September and the closing date for receipt of completed applications was Thursday 21 September 2023.

In total 8 applications were received and assessed by a panel of Officers, a list of which was circulated for Members' consideration.

It was proposed to award £5,384.99 to the successful applicants, subject to the receipt of all relevant supporting documentation.

Proposed by Councillor McWilliam
Seconded by Councillor Lynch and agreed that

the award of the Christmas Celebration Fund grants outlined, at a cost of £5,384.99, be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

Alderman Michael declared an interest in Item 5.16.

5.16 CP/CF/004 STEEPLE VETERANS FLUTE BAND - PARKHALL COMMUNITY CENTRE REQUEST

Members were advised that the Steeple Veterans Flute Band have made a request to hire Parkhall Community Centre on Saturday 25 November 2023, 7pm-1am for a band function.

In addition, they have requested permission to apply for a license to sell alcohol at this event. The consumption and sale of alcohol is permitted with agreement by Council if the relevant licence is obtained by the event organiser.

Members were advised that a number of previous similar requests to the Council seeking permission to serve and sell alcohol at functions in community facilities have been approved.

Proposed by Councillor Dunlop
Seconded by Councillor Brady and agreed that

the granting of permission for Steeple Veterans Flute Band to apply for an alcohol licence to sell alcohol in Parkhall Community Centre on Saturday 25 November 2023 be approved.

ACTION BY: Stef Buchanan, Community Development Manager

5.17 ED/LMP/001 ANTRIM AND NEWTOWNABBEY LABOUR MARKET PARTNERSHIP MINUTES

A meeting of the Antrim and Newtownabbey Labour Market Partnership was held on Wednesday 21 June 2023, a copy of the minutes recorded at the meeting was circulated for Members consideration.

Proposed by Councillor Lynch
Seconded by Councillor Ross and agreed that

the minutes of the Antrim and Newtownabbey Labour Market Partnership Meeting of 21 June 2023 be approved.

ACTION BY: Michelle Pearson, Business Development Officer (Skills)

5.18 ED/LMP/003 LABOUR MARKET PARTNERSHIP (LMP) LETTER OF OFFER 2023/24

Members were advised that a letter of offer had been received from the Department for Communities (DfC) for the Labour Market Partnership Action Plan 2023/24 (circulated).

Members were reminded of the Council decision on 27 March 2023 to approve the Action Plan and contribute £22,567.00 towards the administration costs for the Partnership.

The budget for the Partnership for this financial year has therefore been confirmed as £418,442.80, details below:

Department for Communities Contribution	
- Administration Spend	£100,768.00
- Operational Spend	£295,107.80
Council Contribution	
- Administration Spend	£22,567.00

Proposed by Councillor Lynch
Seconded by Alderman Ross and agreed that

acceptance of the Letter of Offer be approved retrospectively.

ACTION BY: Michelle Pearson, Business Development Officer (Skills)

5.19 CP/CP/235 MONKSTOWN BOXING CLUB – PEACEPLUS APPLICATION

Members were advised that Monkstown Boxing Club had submitted an application for The Box project to Investment Area 1.4 of the new Peace Plus programme.

The Box project aims to create a transformative shared cross community space, whilst tackling a number of key societal issues including health and wellbeing, social isolation and the causes of economic deprivation, this is consistent and corresponds with the Borough wide needs identified through the robust public consultation that has been completed for the co-design of the Council Peace Plus Local Community Action Plan.

The Boxing Club had applied to the Council for a Community Planning Capital grant towards the overall cost of the project.

A letter of support was requested from the Council to accompany the application. A copy of the letter provided was circulated.

Proposed by Alderman Ross
Seconded by Councillor Brady and agreed that

the letter of support be approved retrospectively.

ACTION BY: Majella McAlister, Director of Economic Development and Planning

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

5.20 CP/PCSP/150 ROAD SAFETY PROMOTION

Members were advised that correspondence had been received from the Department for Infrastructure (DfI), and was circulated, asking that the Council considered pledging its support for the 'Road to Zero' Campaign.

The number of people killed or injured on roads continues to rise and DfI were trying to find more ways to highlight the road safety message to a wider audience.

By supporting the 'Road to Zero' pledge the Council was stating its support for the campaign that one road death is one too many.

It was proposed that the Council make the 'Road to Zero' pledge and in partnership with DfI organised PR opportunities to raise awareness of this campaign in the Borough.

Proposed by Alderman McGrath
 Seconded by Councillor Dunlop and agreed that

support for the Department for Infrastructure's 'Road to Zero' campaign be approved and PR activity in partnership with the Department be carried out.

ACTION BY: Ronan McKenna, Head of Community Planning

6 ITEMS FOR NOTING

6.1 CP/CP/007 COMMUNITY PLANNING PARTNERSHIP UPDATE

Members were reminded that the Councils Community Plan 'Love Living Here' for the Borough set out a shared vision and agreed outcomes for the area up to 2030. This would be achieved by working collectively with other partners involved, through a Community Planning Partnership. The plan was first approved in 2017.

Members were advised that Officers have started a mid-point review of the Community Plan. This had involved data analysis, meetings with other statutory Community Planning Partners to analyse the progress of the Plan to date and assess the continued relevance of the actions of the Plan post the pandemic and in the context of the current cost of living challenges.

The table below outlined the key milestones for the review process, to ensure the aspirations of the Plan remain current and meaningful, enabling the implementation of actions and performance measures in collaboration with partners.

Milestone	Time Frame	Actions
Draft Community Plan Review Completed	Sept 2023	To produce a draft Community Plan Review document, outlining outcomes, successes and challenges faced
Develop and Present new Community Planning Governance Framework	Sept/Oct 2023	To produce a Community Planning Governance Framework which will allow for delivery across the second half of the plan up to 2030. The proposed new reporting structure will be presented to Members at October DEA Engagement Meetings for discussion at the Community Planning Partnership meeting on 25 th October.
Corporate Workshop	Nov / Dec 2023	The Review Document and new Community Plan structure, to be

		presented to Members at Corporate Workshop, for approval.
Community Plan – Facilitated partner workshops	Dec 2023	A series of facilitated workshops with Statutory Partners under identified 'key pillars' will be held in December, each action from the plan will be assessed and agreed.
New Action Plan Developed & Launched	January 2023	Based on the facilitated workshops, an updated 'Love Living Here' Action Plan to 2030 will be developed. The Action Plan will be presented and to the Community Planning Partnership during Q4. A launch event will be held to showcase the revised Plan, alongside a series of local DEA Engagement Roadshows

The draft 'Love Living Here' review of performance was circulated for Members information.

Members were also advised that there is an update to the Community Planning Partnership Membership. Alison Chambers would now be the representative for Department of Education on the Partnership.

Proposed by Councillor McWilliam
Seconded by Alderman Boyle and agreed that

the report be noted.

NO ACTION

Councillor Mallon left the Chamber during Item 6.2.

6.2 AC/EV/003 LICENSING AND REGISTRATION OF CLUBS (AMENDMENT) ACT (NI) 2021

Members were advised that from April 2022 local producers of alcoholic drinks have been able to sell their products at events which are being held on unlicensed premises and to promote food, drink or craft produced in Northern Ireland or relating to agriculture in Northern Ireland. However, there has been some ambiguity about procedural requirements of the Act.

Many events delivered by the Council involve food and craft elements and this change to the licensing Act now permits the Council to support local producers of alcohol as part of its annual programme of events and its tourism offer.

Correspondence had been received from the Department for Communities (DfC) setting out what is required from event organisers in order to facilitate producers who wish to sell at events on an off sales basis.

Event organisers must take the following steps in order to allow local producers to sell at an event:

- (a) Contact DfC and request that a statement is published confirming that in its opinion the event is being held to promote food, drink or craft produced in Northern Ireland and is of importance to the area in which it is being held.
- (b) Contact the local Police and request written approval for alcoholic drinks to be sold on an off sales basis.
- (c) Local producers must themselves be licensed and have received written approval from the local Police to sell their product.

All three steps above must be completed at least two weeks before the event.

Members were advised that the process outlined by DfC would be followed in full by officers organising events, which include alcohol producers promoting and selling their products. In addition, the process would be communicated to all third parties who organise events on behalf of the Council and on Council premises.

Proposed by Councillor Kelly
Seconded by Councillor Wilson and agreed that

the report be noted.

NO ACTION

6.3 CP/PP/007 PEACEPLUS PROGRAMME

Members were advised that correspondence, circulated, had been received from the Special European Union Programmes Body (SEUPB) regarding the PEACEPLUS Programme funding timetable.

Members were reminded that PEACEPLUS is the new €1.1 billion cross-border funding programme created to strengthen peace and prosperity within and between the border counties of Ireland and Northern Ireland. PEACEPLUS would be the successor programme to both Peace IV and INTERREG VA.

The programme had been divided into six themes

1. Building Peaceful and Thriving Communities
2. Delivering Socio-Economic Regeneration and Transformation
3. Empowering and Investing in our Young People
4. Healthy and Inclusive Communities
5. Supporting a Sustainable & Better Connected Future
6. Building and Embedding Partnership and Collaboration

Each new programme aimed to address longstanding social and economic challenges which have and continue to impact our communities. Within each theme there are several investment areas - these would have a more specific focus and target specific organisations such as local authorities or community groups.

There are 22 investment areas in total, more information about this can be found at <https://www.seupb.eu/current-programmes/peaceplus/overview#section-40> .

Proposed by Councillor Kelly
Seconded by Councillor Wilson and agreed that

the PEACEPLUS Programme funding timetable be noted.

NO ACTION

Councillor Mallon returned to the Chamber during Item 6.3.

6.4 CP/CD/390 THE MRS JOAN CHRISTIE CVO, OBE LEGACY BURSARY SCHEME 2023

Members were reminded that the delivery of the Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2023 was approved at the April 2023 Community Planning Committee, and that revised Terms of Reference for the Scheme were approved at the June 2023 Council Meeting. Members were also reminded that each year the Scheme awards:

- Two bursaries of £1,000 to talented young musicians from the Borough to further their career
- Two bursaries of £1,000 to young volunteers who play an active role in a group in the Borough
- Two bursaries of £1,000 to the groups in which the young people volunteer
- Two bursaries of £1,000 to special schools in the Borough for horticulture projects

Members were advised that 24 applications were received for this year's scheme, up from 16 in 2022. Ten applicants were shortlisted and invited to meet the Assessment Panel made up of one Elected Member from each political party, Mrs Harriet Roberts (the daughter of the late Mrs Christie) and Officers.

The Assessment Panel met on 19 September 2023 and agreed the successful recipients of the bursaries. All shortlisted applicants would be invited to a celebration lunch at the Theatre at the Mill on 27 October 2023, at which the winners would be announced. Elected Members would receive an invitation to this event.

As in previous years, applications for the music bursaries were particularly well represented. Given the number of high-quality music applicants who were not able to win one of the two bursaries, the Panel asked Officers to investigate

the possibility of developing a professional mentoring scheme for shortlisted music bursary applicants at minimal cost to the Council. If successful, this scheme would pair talented young musicians from the Borough with established music professionals to provide advice and guidance on developing their talents over the next 12 months.

It was proposed to develop such a mentoring scheme with a further report to be brought back to a future meeting of the Committee.

Proposed by Alderman Michael
Seconded by Councillor Brady and agreed that

the update on The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme be noted with a further report on a mentoring scheme for the unsuccessful applicants for the Young Musician Bursary to be brought back to a future meeting of the Committee.

ACTION BY: Simon Goldrick, Head of Arts, Culture, Tourism and Events, and Ronan McKenna, Head of Community Planning

6.5 CP/TD/023 THE PERIOD PRODUCTS (FREE PROVISION) ACT (NORTHERN IRELAND) 2022

Members were advised that the Period Products (Free Provision) Act (NI) was made by the Northern Ireland Assembly in 2022 and required that period products would be available from May 2024 free of charge to those that need them.

Period inequality contributes to the mental health and well-being experience of those who are unable to access the basic health essentials of period products. This had become a growing issue particularly in light of the increased cost of living.

The Act came about as a result of the recognition that period products are essential items of personal care to address a biological need and should therefore be available to everyone who needs them regardless of economic status.

The Executive Office (TEO) had been tasked with the responsibility for implementing the Act in particular the section 1 duty which is:

- to ensure that period products are available free of charge on a 'universal basis' in appropriate locations from 12 May 2024

TEO had been engaging with various stakeholders across a wide range of sectors to establish how to implement Section 1 of the Act. Local Councils have been represented through SOLACE, who were asked by TEO to nominate three representatives to participate in the engagement and sit with TEO on a working group, with one of these representatives the Councils Director of Community Planning.

The work carried out to date and led by TEO was summarized in the circulated document and included a public consultation exercise. Members were reminded that it was agreed at the July Council Meeting that the Council respond to the Public Consultation on the Provision of Free Period Products on a corporate basis.

As TEO is not a delivery department they are seeking partners to deliver the Section 1 duty. They have already reached agreement with Libraries NI to act as a primary delivery partners for year one to ensure universal free provision of period products from May 2024. However, TEO have identified potential gaps in provision.

SOLACE had already agreed in principle to work with TEO to support the delivery of free period products in Local Council areas and the SOLACE nominated representatives have been engaging with TEO to discuss a potential partnership with local Councils to deliver the Section 1 duty. TEO considers that Councils are ideally placed to support provision of period products for the following reasons:

- Councils have both an urban and rural presence
- A number of local Councils have already engaged in pilot projects and have experience and knowledge of delivery (The Council has been running such a pilot project since September 2022)
- Local Councils have reached into the local community with multiple premises
- Local Councils already work in partnership with a range of community of voluntary sector organisations

Members were advised that TEO now wishes to engage with individual Councils to reach agreement to work in partnership which would include agreement on logistical and funding arrangements. Each Council would be given a funding allocation from the overall budget that TEO has been allocated to deliver its Section 1 Duty of the Act.

In advance of receiving the formal request from TEO it was proposed that Members note the updated position on the potential role for the Council as a delivery partner of TEO to provide Free Period Product Provision from May 2024 with a further report to be brought back to the Committee setting out detailed partnership proposals and funding arrangements.

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

the update on implementation of the Provision of Free Period Products across Northern Ireland be noted with a further report to be brought back to a future meeting of the Committee.

ACTION BY: Ursula Fay, Director of Community Planning

8 ANY OTHER BUSINESS

The Chair advised that Any Other Business would be taken at this point.

In response to a question from a Member, the Director of Community Planning advised that there was provision for light up requests to show solidarity with countries in crisis and that a current request had been circulated to the working group.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Wilson
Seconded by Councillor Lynch and agreed

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

7 ITEMS IN CONFIDENCE

7.1 **IN CONFIDENCE** CP/PV/001 **MOSSLEY PAVILION – TENANCY RENEWAL**

Members were reminded that the CORE Community Group were granted permission at the Community Planning Committee on 10 October 2022 to lease the small meeting room for one year at Mossley Pavilion. Rent was approved at a cost of █████ per square metre per annum consistent with tenancy rates across Community Facilities.

The group have requested to renew their tenancy as below:

Organisation	Rooms Requested for Rental Renewal	Tenancy Start Date and Term	Rental Income £104/sqm (per annum)
CORE Community Group	Small Meeting Room	From 1 st November 2023 for 1 year	£████

In response to a question from a Member, the Head of Community Planning advised that this was a standard tenancy agreement, a copy of which would be circulated to the Member and enclosed with future reports.

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

the renewal of the tenancy for a small meeting room at Mossley Pavilion with Core Community Group for one year from 1 November 2023 at a cost of £████ be approved.

ACTION BY: Paul Townsend, Community Facilities Coordinator

7.2 IN CONFIDENCE AC/MM/003 MOSSLEY MILL CIVIC CULTURAL AND HERITAGE CENTRE MASTER PLAN

Members were reminded that proposals for the ongoing development of Mossley Mill at an estimated cost of £[REDACTED] were approved at the April Council meeting with a business plan to be brought in due course for approval.

A business plan for the extension to the front of the building to create an additional 265m² of exhibition space and 61m² roof terrace extension to the cafe along with the creation of a Function Room in the lower ground floor of Mossley Mill North at an estimated cost of £[REDACTED] was circulated for Members information.

Proposed by Alderman Ross

Seconded by Councillor Ní Chonghaile and agreed that

the business case for the development of Mossley Mill as outlined at an estimated cost of £[REDACTED] be approved and provision made in the Capital Programme.

ACTION BY: Ursula Fay, Director of Community Planning

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Lynch

Seconded by Councillor Mallon and agreed that

the remainder of Committee business be taken in Open Session.

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

There being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 19.19 pm.

MAYOR

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