



4 October 2023

Committee Chair: Councillor T McGrann

Committee Vice-Chair: Councillor R Lynch

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

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

Dear Member

MEETING OF THE COMMUNITY PLANNING COMMITTEE

A meeting of the Community Planning Committee will be held in the **Council Chamber, Mossley Mill on 9 October 2023 at 6.30 pm.**

You are requested to attend.

Yours sincerely

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

Jacqui Dixon, MBE BSc MBA

Chief Executive, Antrim & Newtownabbey Borough Council

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

For any queries please contact Member Services:

Tel: 028 9448 1301

memberservices@antrimandnewtownabbey.gov.uk

A G E N D A

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2 DECLARATIONS OF INTEREST

3 INTRODUCTION OF NEW STAFF

Katherine Gardiner – Tourism Officer

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**REPORT ON BUSINESS TO BE CONSIDERED AT THE
COMMUNITY PLANNING COMMITTEE MEETING ON
MONDAY 9 OCTOBER 2023**

4 PRESENTATION

4.1 G/MSMO/142 CO-OWNERSHIP

Members will be aware that they had previously approved a request from Co-Ownership to make a presentation and provide an update on Co-Ownership.

A copy of the presentation is enclosed for Members' Information and the presentation will be made in person by Mr Mark Graham (Chief Executive) and Mr Charles O'Neill (Director of Product Development).

5 ITEMS FOR DECISION

5.1 CP/CD/426 CHRISTMAS TOY SCHEME UPDATE

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

A social media campaign was 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, have 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 is proposed that all the groups who expressed interest are approved as community delivery partners for the Christmas Toy Scheme 2023 and are provided with a grant of £200 towards storage and running costs.

The Christmas Toy Scheme 2023 will 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.

RECOMMENDATION: 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.

Prepared by: Stef Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

Members are 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 are also reminded that the proposal for the operation of the school uniform scheme in 2023, including provision of £200 to each participating group, was 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 are 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 are:

- 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 is 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 is 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.

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

Prepared by: Stef Buchanan, Community Planning Manager & Will McDowell, DEA Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

Members are reminded of the Small Grants Programme, 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 are advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2023/24 financial year.

In December 2019 Members agreed that from 1 April 2020 all Small Grant requests of £500 (now £1,000) or less be assessed on the basis of Pass/Fail against eligibility criteria and not subjected to a scored assessment process. All proposed awards are subject to a signed disclosure from the group confirming that all appropriate supporting documentation is in place and can be provided on request or the offer of funding will be withdrawn. During the month of September four applications totalling £4,000 were received and assessed by Officers, details of which are enclosed for Members' information.

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

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

5.4 CP/GR/177 GOOD RELATIONS GRANT AID

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

The aim of 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 are advised that applications are required to score higher than 50% to be deemed successful. One application was 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 is enclosed for Members information.

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

Prepared by: Jen Cole, Good Relations Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

5.5 CP/CD/468 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME

Members are 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 have identified that there is a gap in terms of capital funding for both premises and equipment.

It is 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 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 £25,000 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 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 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.
- 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 are **enclosed** for Members information. It is proposed that both programmes operate on a rolling basis.

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

Prepared by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

Members are 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 has now been received from Co-operation Ireland indicating that the annual Gala Dinner and Awards Ceremony will take place on Friday 10 November 2023 in the Armagh City Hotel, Armagh.

Ten complimentary tickets will 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 is 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 is 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.

RECOMMENDATION 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.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

5.7 AC/EV/025 BALLYCLARE MAY FAIR

Members are 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 are **enclosed** for Members information.

RECOMMENDATION: that

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

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

Approved by: Ursula Fay, Director of Community Planning

5.8 AC/EV/007 ENCHANTED WINTER GARDEN 2023

Members are reminded that the delivery of Enchanted Winter Garden event in 2023 was approved at the February 2023 Community Planning Committee Meeting. At this 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 will 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 is 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 will include provision for one under 16,

The remaining 4,200 complimentary tickets will, as in 2022 be allocated equally to the Council's 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 will 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 has proved not to be viable. It is 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 is 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 are 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 are advised that the set-up for Enchanted Winter Garden will 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 will be kept to a minimum, and will be clearly

signposted and communicated in advance. Some disruption is also anticipated during the three days after the event finishes on Tuesday 19 December 2023.

As in previous years, a secure perimeter fence will be in operation from 3pm on each day of the event. Members of the public will 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.

RECOMMENDATION: 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.**
- c) the proposed closures to Antrim Castle Gardens to facilitate the set up and delivery of Enchanted Garden 2023 be approved.**

Prepared by: Samuel Hyndman, Culture and Events Manager

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

Approved by: Ursula Fay, Director of Community Planning

5.9 CP/CP/214 ARMED FORCES DAY 2024

Members are 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'Hont as well as representatives of the Armed Forces and appropriate Officers.

Members are advised that Elected Member nominations have been received from Group Leaders as follows:

DUP: Councillor Sam Flanagan and Councillor Paul Dunlop

Alliance: Alderman Tom Campbell

UUP: Alderman Paul Michael BEM

Members are advised that Lt Col Kevin Thomas MBE RE will 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 are **enclosed** 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 has been carried out in relation to this event and the form is **enclosed** for Members' information. An Equality Impact Assessment is not recommended.

RECOMMENDATION: 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.

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

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

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

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

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

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

Approved by: Ursula Fay, Director of Community Planning

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

Correspondence **enclosed** has 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.

Members' instructions are requested.

Prepared by: Conor Cuning DEA Engagement Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

5.12 CP/CP/234 DEAF MENTAL HEALTH WORKSHOP PROPOSAL

Members are advised that there are estimated to be 32,000 people in Northern Ireland who are deaf. The Council has already committed to the BSL and ISL Charter and as part of this pledges 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 has 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 is 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 will also be signposted to further counselling support.

It is 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 will be advertised to Council residents who are deaf and the twelve places available will be allocated on the basis of need if oversubscribed.

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

RECOMMENDATION: 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.

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

5.13 CP/PP/006 PEACEPLUS PARTNERSHIP MINUTES

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

The minutes of the following PEACEPLUS Partnership meeting on 12 September 2023 are enclosed for consideration.

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

Prepared by: Julia Clarke, Peace Programme Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

Members are 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 are 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 is **enclosed** for Members consideration.

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

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

Members are 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 is £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 is available per group with no match funding required. For groups wishing to organise a larger scale event a maximum of £1,000 will be available if the group can secure match funding for the additional £500 (or smaller amount) on a pound for pound basis.

Members are 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 is **enclosed** for Members' consideration.

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

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

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

Members are 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 are 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.

RECOMMENDATION: 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.

Prepared by: Stefanie Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

5.17 ED/LMP/001 ANTRIM AND NEWTOWNABBAY 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 are **enclosed** for Members consideration.

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

Prepared by: Michelle Pearson, Business Development Officer (Skills)

Agreed by: Michael McKenna, Head of Investment and Business Development

Approved by: Majella McAlister, Director of Economic Development, Planning

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

Members are advised that a letter of offer has been received from the Department for Communities (DfC) for the Labour Market Partnership Action Plan 2023/24 **enclosed**.

Members are 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

RECOMMENDATION that acceptance of the Letter of Offer be approved retrospectively.

Prepared by: Michelle Pearson, Business Development Officer (Skills)

Agreed by: Michael McKenna, Head of Investment and Business Development

Approved by: Majella McAlister, Director of Economic Development, Planning

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

Members are advised that Monkstown Boxing Club has 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 has 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 is **enclosed**.

RECOMMENDATION: that the letter of support be approved retrospectively.

Prepared and Approved by: Majella McAlister, Director of Economic Development and Planning

6 ITEMS FOR NOTING

6.1 CP/CP/007 COMMUNITY PLANNING PARTNERSHIP UPDATE

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

Members are advised that Officers have started a mid-point review of the Community Plan. This has 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 outlines 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.

		<p>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</p>
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The draft 'Love Living Here' review of performance is **to follow** for Members information.

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

RECOMMENDATION: that the report be noted.

Prepared by: Conor Cuning DEA Engagement Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

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

RECOMMENDATION: that the report be noted.

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

6.3 CP/PP/007 PEACEPLUS PROGRAMME

Members are advised that correspondence **enclosed** has been received from the Special European Union Programmes Body (SEUPB) regarding the PEACEPLUS Programme funding timetable.

Members are 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 is the successor programme to both Peace IV and INTERREG VA.

The programme has 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 aims to address longstanding social and economic challenges which have and continue to impact our communities. Within each theme there are several investment areas - these will 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> .

RECOMMENDATION: that the PEACEPLUS Programme funding timetable be noted.

Prepared by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

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

Members are 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 are 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 are 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 will be invited to a celebration lunch at the Theatre at the Mill on 27 October 2023, at which the winners will be announced. Elected Members will 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 is proposed to develop such a mentoring scheme with a further report to be brought back to a future meeting of the Committee.

RECOMMENDATION: 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.

Prepared by: Simon Goldrick, Head of Arts, Culture, Tourism and Events, and Ronan McKenna, Head of Community Planning

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

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

Members are advised that the Period Products (Free Provision) Act (NI) was made by the Northern Ireland Assembly in 2022 and requires that period products will 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 has 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) has 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 has 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 is summarized in the **enclosed** document and included a public consultation exercise. Members are 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 has 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 are advised that TEO now wishes to engage with individual Councils to reach agreement to work in partnership which will include agreement on logistical and funding arrangements. Each Council will 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 is 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.

RECOMMENDATION: 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.

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