



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE HELD IN MOSSLEY MILL ON MONDAY 9 SEPTEMBER 2024 AT 6.30 PM

- In the Chair** : Councillor M Brady
- Committee Members (In Person)** : Aldermen – J McGrath and S Ross
Councillors – R Lynch, T McGrann, M Ní Chonghaile, and S Ward
- Committee Members (Remote)** : Alderman L Boyle
Councillors M Cooper, J Gilmour, A O’Lone, V McWilliam and L Smyth
- Non Committee Members (In Person)** : Councillors J Burbank and B Webb
- In Attendance (In Person)** : Ms Linsey Farrell – Department of Education
Mr Peter Hutchinson – Department of Education
Ms Claire Humphries – Department of Education
- Officers Present** : Director of Community Planning – U Fay
Head of Community Planning – R McKenna
Head of Arts, Culture, Tourism & Events – S Goldrick
Culture and Events Manager – S Hyndman
Theatre Booking and Events Manager – J Collier
Arts and Theatres Manager – K Gardiner
IT Systems Support Officer – C Bell
Member Services Officer – E Skillen
PA to Mayor/Deputy Mayor – S Fisher

CHAIRPERSON'S REMARKS

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

1. APOLOGIES

Councillors P Dunlop and S Wilson

2. DECLARATIONS OF INTEREST

Item 3.1 - Councillor Ní Chonghaile
Item 4.19 - Councillor Cooper
Item 4.20 - Councillor Cooper
Item 4.21 - Councillor Cooper
Item 4.22 - Councillor Gilmour
Item 5.2 - Councillor Cooper

3 PRESENTATION

3.1 CP/CP/241 DEPARTMENT FOR EDUCATION – LAUNCH OF THE RAISE PROGRAMME

1. Purpose

Ms Linsey Farrell was joined by Mr Peter Hutchinson and Ms Claire Humphries from the Department of Education and Ms Farrell provided a presentation on the promotion of The Raise Programme.

Members' questions were addressed after which the Chairperson thanked everyone for their presentation and they left the meeting.

Proposed by Councillor Lynch
Seconded by Councillor Gilmour and agreed that

the presentation be noted.

NO ACTION

4 ITEMS FOR DECISION

4.1 AC/GEN/018 LIGHT UP CIVIC BUILDINGS POLICY

1. Purpose

The purpose of this report was to seek Members' approval on the updated Light Up Civic Buildings Policy

2. Background

The Council has a policy in relation to the lighting up of civic building on special occasions, significant dates and in response to requests from a range of organisations to support causes and campaigns. The Policy was developed by an all-party Working Group of Elected Members established in 2019, who play an ongoing role in relation to the operation of the Policy.

3. Previous Decisions of Council

In July 2019, the Council agreed to form an all-party Working Group to develop a policy of lighting the main Council civic buildings. The Light Up Civic Buildings Policy developed by the working group was approved by the Council in 2020.

It was agreed that a review of the Policy would be brought to the June 2021 Community Planning Committee when a revised Policy was approved and it was also agreed to carry out further reviews annually.

At the September 2023 meeting of the Community Planning Committee an updated Light Up Civic Buildings Policy was approved with a further review to be carried out in June 2024.

4. Annual Policy Review

The annual review of the Policy by the Working Group was carried out in June 2024 and the following change was agreed:

- A light up on 9 July each year to raise awareness for ROHHAD Syndrome to be added to the Council annual programme of light ups contained within Section 5 of the Policy.

On 9 July 2023, Caoimhin Adams from Newtownabbey passed away aged 8 years from this rare disease. He was the first person in Northern Ireland ever diagnosed with this incurable disease. His family requested that the Council considered an annual illumination to raise awareness of this rare devastating disease. The Working Group approved a light up on 9 July 2024 and an annual light up to be included within the Policy.

Rapid-onset Obesity with Hypothalamic Dysfunction Hypoventilation and Autonomic Dysregulation (ROHHAD) is an ultra rare disorder of respiratory control and autonomic nervous system regulation. It devastates the lives of an estimated 150 children worldwide and their families.

The Policy had been updated to reflect this addition and was circulated for Members' information.

In addition, Section 4 of the Policy had been updated to reflect that the Mossley Mill chimney was now where the Mill light was carried out having previously been the internal white wall of the restaurant.

Details of all of the light ups carried out in the previous year were circulated for Members' information.

5. Finance

The light up of civic buildings was carried out at minimal cost and a review of energy costs associated with this activity identified that this activity had a negligible impact.

6. Governance

At the start of the Council term in 2023, membership of the all-party Light Up Civic Buildings Working Group was updated for the full term as follows:

- DUP Alderman Stephen Ross
- Sinn Fein Councillor Rosie Kinnear
- Alliance Alderman Lewis Boyle
- UUP Councillor Leah Smyth

This Working Group would continue to have oversight of the Policy and carry out the role as identified in Section 4.5 of the Policy.

A further review of the Policy would be carried out in June 2025.

7. Summary

The Council had a Light Up Civic Buildings all-party Working Group established in 2019 and a Light Up Civic Buildings Policy which was first approved in 2020. The Policy was reviewed on an annual basis and any updates would be brought to Committee for approval. Following review of the Policy in June 2024 an updated Policy was recommended for approval with a further review to be carried out in June 2025.

Proposed by Alderman Boyle

Seconded by Councillor Cooper and agreed that

the updated Light Up Civic Buildings Policy be approved with a further review to be carried out in June 2025.

ACTION BY: Ursula Fay, Director of Community Planning

4.2 CP/CP/178 DEA MEMBER ENGAGEMENT GROUP MINUTES

1. Purpose

The purpose of this report was to seek Members' approval for the draft minutes of the DEA Member Engagement meetings as true and accurate reflections of the meetings.

2. Introduction/Background

The DEA Member Engagement Groups were an established part of the Community Planning engagement framework with meetings held three times per annum.

3. Previous Council Decision

The updated Terms of Reference for the DEA Engagement Meetings were approved at the March 2023 Community Planning Committee and provided the framework for the meetings.

4. Key Update

DEA Member Engagement Group meetings were held in May and June and draft minutes for the meetings were circulated for Members' information, these would be reported to the next meetings of the DEA groups.

The meeting schedule is set out below:

Community Planning Section – DEA Member Engagement Group Meetings		
File Ref	Date of Meeting	Name of Partnership
CP/CP/169	29 May 2024	Antrim DEA Member Engagement Group
CP/CP/171	20 June 2024	Dunsilly DEA Member Engagement Group
CP/CP/172	19 June 2024	Glengormley Urban DEA Member Engagement Group
CP/CP/173	13 June 2024	Macedon DEA Member Engagement Group

The DEA Member Engagement meetings in Airport, Ballyclare and Threemilewater whilst planned did not take place due to low turnout of Members. Presentations prepared for these meetings were circulated to the relevant Members.

5. Governance

The next round of DEA Member Engagement Meetings are scheduled to take place in October 2024.

Proposed by Councillor Lynch
Seconded by Councillor Gilmour and agreed that

the draft minutes of DEA Member Engagement Meetings be approved as a true and accurate reflection of the meetings.

ACTION BY: Conor Cuning, DEA Engagement Manager

4.3 **CP/CP/240 ANTI-POVERTY STEERING GROUP**

1. Purpose

The purpose of this report was to seek Members' approval for the draft minutes of the Anti-Poverty Steering Group meeting held on 12 June 2024.

2. Introduction/Background

The Anti-Poverty Steering Group sought to bring together a group of Elected Members and Officers to create a more cohesive and coordinated response to tackling poverty within the Borough.

The establishment of the Anti-Poverty Steering Group aimed to develop an Anti-Poverty Strategy creating a single guiding strategic framework that provides, but was not limited to;

- Agency for residents
- Fostering of economic empowerment
- Maximising stakeholder partnership opportunities
- Enhancing social inclusion
- Improved access to essential services for residents

3. Previous Council Decisions

Members were reminded that it was approved at the Council Meeting in January 2024 that a cross party steering group be established to develop a coordinated, comprehensive Anti-Poverty Strategy for the Borough.

Members were reminded that the draft minutes of the Anti-Poverty Steering Group meeting held on 13 May 2024 were approved at the June Community Development Committee.

4. Governance

Members were advised that the Steering Group elected a Chair and a Vice Chair from within the Elected Members at the first meeting held 15 April 2024

Officers would provide all secretarial and administrative services. The appropriate Officers from the relevant sections would attend meetings and present reports to the Working Group.

Minutes of meetings would be reported at the earliest opportunity to the next available Community Development Committee.

5. Steering Group Minutes

Members were advised that the third meeting of the Steering Group was held in Mossley Mill on Monday 12th June. The draft minutes of the meeting were circulated for Members' approval.

Proposed by Alderman McGrath
Seconded by Councillor Brady and agreed that

the draft minutes of the Anti-Poverty Steering Group meeting held on 12 June 2024 be approved as a true and accurate reflection of the meeting.

ACTION BY: Conor Cunning DEA Engagement Manager

4.4 CP/CD/474 IPB PRIDE OF PLACE AWARDS 2024

1. Purpose

The purpose of this report was to seek Members' approval in relation to attendance at the 2024 IPB Pride of Place Annual Gala Dinner and Awards Ceremony.

2. Background

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

3. Previous Decisions of Council

Members were reminded that it was agreed at the April 2024 Committee that the Council nominate two groups to take part in this year's Annual IPB Pride of Place Awards competition namely:

- Listening Ear (Urban Neighbourhoods and Housing Estates) category
- Sensory Kids (Community Youth Initiatives) category

4. Proposal

Members were advised that the judging of the two entries took place in August 2024 and correspondence had been received from Co-operation Ireland advising that the annual Gala Dinner and Awards Ceremony would take place on Saturday 2 November 2024 at the Hillgrove Hotel and Spa, Monaghan.

Eight complimentary tickets would be made available for this event with guidance that they were to be distributed as follows: Two tickets per nominated group with the remaining four tickets being allocated to Elected Members and Council Officers. A separate invitation would be issued to the Chief Executive.

Similar to previous years, it was proposed that the Mayor, Mayoress, Chair of the Community Development Committee, or their nominated representatives, accompanied by a Council Officer attend the Gala Dinner and Awards Ceremony along with the four group representatives.

5. Financial Implication

As the venue for the event was approximately one hour and forty minutes from the Borough and with the awards ceremony running until midnight it was proposed that Council provide financial assistance to cover the cost of one night's bed and breakfast accommodation for those that wish to stay.

Hotel accommodation costs in the Armagh/Monaghan area had been researched and the total cost for accommodation for the eight attendees were estimated at approximately £940. In addition, it was also proposed to

provide financial assistance of up to a maximum of £50 per group to cover the costs of travel and subsistence, provision for which had been made in the 2024/25 Community Development budget.

6. Summary

The annual IPB Pride of Place Awards in association with Co-operation Ireland Gala Dinner and Awards Ceremony would take place on Saturday 2 November 2024 in the Hillgrove Hotel and Spa, Monaghan.

Eight complimentary tickets had been made available for this event. It was proposed that the Mayor, Mayoress, Chair of the Community Development Committee, or their nominated representatives, accompanied by a Council Officer attend the Gala Dinner and Awards Ceremony. It was also proposed that overnight accommodation was provided for all attending, along with the four group representatives.

Proposed by Councillor Lynch

Seconded by Councillor Gilmour and agreed that

(a) the Mayor, Mayoress and Chair of the Community Development Committee or their nominated representatives, accompanied by a Council Officer attend the IPB Pride of Place Gala Dinner and Awards Ceremony in Monaghan on Saturday 2 November 2024.

(b) expenditure of up to £1,040 to cover the costs of accommodation, travel and subsistence for the 8 attendees be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

4.5 **CP/CD/201 COMMUNITY AND CULTURAL FACILITIES TERMS AND CONDITIONS OF HIRE**

1. Purpose

The purpose of this report was to seek Members' approval for updated facility terms and conditions of hire.

2. Background

The Community Development Directorate was responsible for the management and operation of a range of Council facilities as follows:

- Community Centres and Pavilions
- Ballyclare Town Hall
- Theatres
- Visitor Attractions
- Meeting Spaces within Civic Centres

All of the facilities were available for hire by individuals, groups and organisations for a diverse range of activities, such as theatrical performances, meetings, leisure activities, conferencing and special events.

There was a schedule of charges for hire of facilities, which included two-tiered pricing with a standard hire charge and discounted community hire charge applied for all space available for hire.

For all bookings of facilities, terms and conditions of hire were applied which outlined the obligations of the Council and the hirer.

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

3. Previous Decisions of Council

Current terms and conditions for various facilities were last reviewed to incorporate COVID-19 legislation in 2021.

Members were advised that the Pricing Schedules for Community Facilities and Arts and Culture Facilities, were approved at the Community Planning Committee in January 2024.

4. Facility Booking Terms and Conditions of Hire Review

A review had been carried out on the various terms and conditions of hire which applied to all facilities managed and operated by the Community Development Directorate which were as follows:

- Mossley and Lilian Bland Pavilions
- Community Centres
- Antrim Castle Gardens including Clotworthy House
- Theatre at The Mill
- The Courtyard Theatre Ballyearl
- The Old Courthouse Theatre Antrim
- Ballyclare Town Hall
- Sentry Hill History House

The review aimed to achieve the following:

- Assurance that all terms and conditions were up to date in terms of current operational arrangements;
- Removal of all references to COVID-19 legislation;
- Achievement of a more consistent approach to booking terms and conditions across all of the facilities whilst also taking account of venue specific circumstances such as the inclusion of technical support in relation to the hire of a theatre, as an example;

- Assurance that terms and conditions refer to all current relevant legislation and Council policy including equality, health and safety, safeguarding;
- Mitigation against any risk to the Council by improper use of the Council facilities;
- Inclusion of guidance in relation to the prevalent use of smart phone technology to record and publish activity taking place on Council premises.

Updated booking terms and conditions of hire were circulated for Members' information.

5. Governance and Finance

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

There were no costs or financial implications associated with this exercise and Facility Pricing Schedules would continue to be reviewed on an annual basis and reported to Committee in the final quarter of the year for Members' approval.

6. Summary

The Community Development Directorate managed and operated a wide range of facilities, which were available for hire by individuals and groups. All facility bookings were subject to specific terms and conditions of hire which set out Council and hirers obligations.

A review had been carried out to ensure terms and conditions of hire were current, robust and appropriate. Any individual or group booking any facilities was required to agree to the relevant facility terms and conditions. It was proposed that revised terms and conditions of hire applied from 1 October 2024.

Proposed by Councillor Gilmour
Seconded by Councillor Cooper and agreed that

the updated facility terms and conditions of hire for all facilities managed and operated by the Community Development Directorate be approved and applied from 1 October 2024.

ACTION BY: Ursula Fay, Director of Community Planning

4.6 CP/CF/004 PARKHALL COMMUNITY CENTRE – PERFORMING ARTS PROGRAMME KEYHOLDER

1. Purpose

The purpose of this report was to obtain approval in relation to key holder status of Parkhall Community Centre for Vibe Arts and Wellbeing who would be delivering a performance arts programme for adults with learning difficulties.

2. Background

Members were advised that a request had been received from an events company 'MayWe' to hire Parkhall Community Centre on Wednesdays 9am-4pm weekly for 1 year.

3. Previous Decision of Council

Members were advised that there were a number of keyholders across the Community Facilities including tenants. Mossley FC who use Mossley Pavilion were the most recent group to be approved as keyholders at the Community Planning Committee on 12 February 2024.

4. Key Issues

Members were advised 'MayWe' have appointed a delivery agent Vibe Arts and Wellbeing, who would be delivering a Performing Arts programme on behalf of the Northern Health and Social Care Trust for adults with learning difficulties.

Vibe Arts and Wellbeing were a registered local charity. The project was scheduled to start on 2nd October 2024.

It was proposed to provide Vibe Arts and Wellbeing with keyholder status along with associated training for the building to facilitate the booking.

5. Financial Position/Implication

Members were advised that Vibe Arts and Wellbeing would be charged as per the Community Facilities Pricing Schedule. The Community rate for hire of Parkhall Main Hall is £10/hr. If approved this booking request would generate £70 income per day and approximately £3,000 in income over the requested 1-year booking.

Members were advised that if the granting of keyholder status was approved, no staffing costs directly relating to the booking would be incurred.

In response to a Member's question the Head of Community Planning confirmed that Terms and Conditions contracts were signed when key holder status was agreed and Officers undertake regular follow up meetings.

Proposed by Councillor Lynch

Seconded by Councillor Smyth and agreed that

the provision of keyholder status of Parkhall Community Centre to Vibe Arts and Wellbeing be approved.

ACTION BY: Paul Townsend, Community Facilities Coordinator

4.7 CP/CF/004 PARKHALL COMMUNITY CENTRE – BOOKING APPROVALS

1. Purpose

The purpose of this report was to seek approval from Members for two Groups to apply for an alcohol licence to sell and consume alcohol in Parkhall Community Centre at separate cultural events in October 2024.

2. Background

Members were advised that the Steeple Veterans Flute Band had made a request to hire Parkhall Community Centre on Saturday 12th October 12pm-11:30pm for an exhibition and indoor flute band celebration.

Members were advised Steeple Defenders Flute Band had also requested to hire Parkhall Community Centre to hold a cultural event on Friday 18th October 6pm-11pm and Saturday 19th October 12:30pm-11:30pm. This would include a number of local bands playing, dance groups, lambege drums and entertainment such as night at the races. The group planned to hold a BBQ in the car park on the Saturday.

Both organisations had requested permission to apply for a license to sell alcohol at their respective events. The consumption and sale of alcohol was permitted with agreement by Council if the relevant licence was obtained by the event organiser.

3. Previous Decision of Council

Members were advised Steeple Veterans Flute Band were granted permission at the October 2023 Community Planning Committee to apply for an alcohol licence to sell alcohol in Parkhall Community Centre for an event on 25 November 2023.

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 had been approved.

4. Financial Position/Implication

Members were advised under the current Community Facilities pricing policy bookings would be charged at community rate for the duration of their booking. The Steeple Veterans Flute Band would be charged £115 and Steeple Defenders Flute Band would be charged £160.

Members were advised both booking requests were outside normal opening hours and Officers would consider charges for out of hours bookings in the

2025/26 Community Facilities pricing schedule to be reported to a future Committee.

5. Summary

Requests had been received from two Flute Bands to apply for alcohol licences to sell and consume alcohol in Parkhall Community Centre at separate cultural events in October 2024.

Proposed by Councillor Smyth

Seconded by Councillor Ní Chonghaile and agreed that

- (a) the request from the Steeple Veterans Flute Band to apply for an alcohol licence to sell alcohol in Parkhall Community Centre on Saturday 12 October 2024 be approved.**
- (b) the request from the Steeple Defenders Flute Band to apply for an alcohol licence to sell alcohol in Parkhall Community Centre on Friday 18th October 2024 and Saturday 19th October 2024 be approved.**

ACTION BY: Paul Townsend, Community Facilities Coordinator

4.8 **CP/GR/192 HOLOCAUST PROGRAMME 2024-25**

1. Purpose

The purpose of this report was to seek Members' approval for the Holocaust Memorial Programme 2024/25.

2. Background

The Holocaust was the term used to refer to the murder of six million European Jews by the Nazi German regime and an evolving process that took place throughout Europe between 1933 and 1945. Antisemitism was at the foundation of the Holocaust. Education about the Holocaust and remembrance provided an opportunity to tackle modern day manifestations of racism, sectarianism and intolerance.

3. Previous Decision of Council

Members were reminded that the first Holocaust Memorial Programme was approved at Community Planning Committee in January 2023 and delivered through the Council's Good Relations Programme.

It was then approved at the January 2024 Community Planning Committee that the Holocaust Memorial Programme was included within the 2024/25 Good Relations Action Plan.

4. Holocaust Memorial Programme 2024/25

The proposed 2024/25 Holocaust Programme aimed to promote a greater understanding of the impact of identity based discrimination, through growing an understanding of how actions, speech and sentiment resulted in an escalation of hate, ultimately leading to the Holocaust and more recent Genocides.

The programme would focus on the Holocaust during the Nazi occupation of Germany and the Genocides that took place in Cambodia, Rwanda, Bosnia and Darfur. The Programme would utilise the Holocaust Memorial Day Trust's learning resources alongside other widely available and respected learnings and materials on this subject matter. The Programme would be further enhanced through engagement with local experts to create a meaningful learning experience throughout the Programme,

Following delivery in 2023, a revised Programme had been drafted, a copy of which was circulated for Members' approval. It was proposed the Chairperson of the Community Development Committee and one Elected Member from each of the Political Parties, along with 10 community representatives would participate in the programme. Community representatives would be sought through an expression of interest process.

Any other Elected Member who wished to participate could do so if they covered their own travel and subsistence costs.

5. Financial Position

Members were advised £16,000 had been included in the Good Relations budget for 2024/25 for the delivery of the Holocaust Memorial Programme 2024/25. Officers were also seeking external funding to further support the delivery of the Programme.

Proposed by Alderman Ross
Seconded by Councillor Smyth and agreed that

the Holocaust Memorial Programme 2024/25 including associated expenditure be approved.

ACTION BY: Jen Cole, Good Relations Coordinator

4.9 CP/GR/188 GOOD RELATIONS LETTER OF OFFER 2024-2025

1. Purpose

The purpose of this report was to update Members on the offer of District Council Good Relations Programme funding from The Executive Office and seek Members' approval in relation to the revised Good Relations Action Plan 2024/25.

2. Background

Members were reminded since 1998, all Northern Ireland public bodies had a legal duty to promote good relations between people from different community, religious and racial backgrounds. In 2013, the Northern Ireland Executive furthered their commitment to good relations with the release of Together Building a United Community (T-BUC) strategy to improve community relations and continue the journey towards a more united and shared society

The Council's Good Relations Programme aimed to improve day-to-day relationships by reducing all forms of prejudice, promoting equality and encouraging a society in which different cultures and traditions were understood, respected and accepted.

The Good Relations Action Plan reflected the aims and objectives of the central T-BUC strategy. It outlined how government, stakeholders, community and individuals would work together to achieve change against the following key priorities:

1. Our Children and Young People;
2. Our Shared Community;
3. Our Safe Community; and
4. Our Cultural Expression.

3. Previous Decision of Council

Members were reminded that The Executive Office (TEO) District Council Good Relations Programme funding 2023/24 of £76,783.35 was approved at the September 2023 Community Planning Committee. The 2023/24 funding offer equated to a 47% reduction in funding of £144,871.25 received in 2022/23.

Members were reminded that the draft Good Relations Action Plan 2024/25 was approved at the January 2024 Community Planning Committee, subject to anticipated funding of £144,871.25 requested from TEO equating to 75% of the Good Relations overall Action Plan budget.

4. Letter of Offer

Members were advised that correspondence (circulated) had been received from TEO offering financial assistance totalling £94,166.27 towards The District Council Good Relations Programme for the period 1 April 2024 – 31 March 2025.

The 2024/25 funding offer was an increase of 23% on the 2023/24 allocation, however remained 35% less than the 2022/23 allocation of £144,871.25 that had been requested.

Members were advised that this offer of funding had been accepted by the Department's deadline of 19 August 2024.

To reflect the less than anticipated funding allocation from TEO a revised annual Good Relations Action Plan was circulated for Members' approval. The revised 2024/25 Action Plan reflected the priorities identified through the Good Relations Audit and Strategy 2020-25.

5. Financial Position/Implication

The Executive Office required match funding of a minimum of 25% from local Councils towards the overall Good Relations budget. A Council contribution of £62,317, which was more than the minimum contribution of 25%, was included within the approved 2024/25 Council estimates for the delivery of the plan. The TEO LOO of £94,166.27 and Council's contribution of £62,317 equated to £156,483.78 for the delivery of the Good Relations Action Plan 2024/25.

6. Summary

The Council had received an offer for funding of £94,166.27 from TEO for the costs associated with the District Council Good Relations Programme for 2024/25. This was a £50,704.98 reduction on funding requested from TEO.

The 2024/25 Good Relations Action Plan had been revised to reflect the offer of funding from TEO.

Proposed by Councillor Lynch

Seconded by Alderman Ross and agreed that

the update regarding the offer of District Council Good Relations Programme funding from The Executive Office of £94,166.27 be noted and that the revised Good Relations Action Plan 2024-25 be approved.

ACTION BY: Jen Cole Good Relations Coordinator

4.10 **AC/GEN/071 LOCAL GOVERNMENT GROUP FOR HERITAGE, CULTURE AND CREATIVITY**

1. Purpose

The purpose of this report was to update Members on the Minister for Communities' programme of policy development in relation to Culture, Arts and Heritage.

2. Background / Introduction

The Department for Communities (DfC) was established in May 2016, and was the largest of the nine Northern Ireland Civil Service Departments and had responsibility for a broad range of community services including Culture, Arts and Heritage.

It was reported to the Committee in January 2023 that having led a post COVID cultural task force that the Department was taking forward a co-design process to develop a Culture, Arts and Heritage Strategy for Northern

Ireland.

3. Previous Decisions of the Council

Members were reminded that the Department for Communities 'Way Forward' document, which set out the ambition of their approach to the development of a Culture, Arts and Heritage Strategy for Northern Ireland was circulated for Elected Members' information at the Community Planning Committee in January 2024. The document highlighted the importance of Local Government to the Culture, Arts and Heritage sectors.

Members were advised that all eleven Councils had been invited by DfC to participate in a Local Government Catalyst Group alongside central Government stakeholders to advance strategy development work and it was agreed at the Committee in January 2023 that the Council participate in this group.

4. Local Government Contact Group for Heritage, Culture and Creativity Programme

Members were advised that the Local Government group name had been modified as above and that correspondence had been received from DfC updating the Council on the Minister's programme of policy development. A document outlining the Minister's priorities was circulated for Members' information.

It was the Minister's wish that the Local Government group continued to contribute to the delivery of the programme.

5. Summary

DfC is the Government department with lead responsibility for Culture, Arts and Heritage. The Department established a Local Government Group in 2023 to contribute to the development of a Culture, Arts and Heritage Strategy and supporting policies.

The update on the Minister's priorities was proposed for noting and it was also proposed that the Council continued to participate in the renamed Local Government Contact Group for the Heritage, Culture and Creativity Programme. Updates on the work of this group would be brought to future meetings of the Committee.

Proposed by Councillor Lynch

Seconded by Councillor Gilmour and agreed that

the update on the Department for Communities' Ministerial Programme for Heritage, Culture and Creativity be noted and the Council's ongoing participation in the Local Government Contact Group for Heritage, Culture and Creativity Programme be approved.

ACTION BY: Ursula Fay, Director of Community Planning

4.11 ED/ED/080/VOL4 COUNCIL EVENTS PLAN

1. Purpose

The purpose of this report was to update Members on the proposed Council events plan for the remainder of 2024 and into 2025.

2. Introduction/Background

The Arts, Culture, Tourism and Events section is responsible for the delivery of the Council's events programme, which included the delivery of the Council's own events and support for delivery of events by others such as SuperCup NI and the Pipe Band Association in the Borough.

A proposed Council Events Plan for the remainder of 2024 and 2025 was circulated for Members' information.

3. Previous Decision of Council

The Council Events Plan was brought to the Committee every six months. Members were reminded that the 2024/25 Council Events Plan and associated budgets were approved at the Community Planning Committee in March 2024. The updated Council Events Plan for 2023/24 having been approved at the Committee in September 2023.

4. Council Events 2024 and 2025

Some of the highlights of the events delivered in 2024 to date included:

A **Victorian Easter at Sentry Hill**, which was well supported and has the potential for future growth.

Garden Show Ireland **Spring Plant Fair**, which was held for the first time in the Civic Square at Mossley Mill in April and achieved a 100% satisfaction rating.

The **Ballyclare May Fair** attracted approximately 33,000 visitors over the week and achieved a satisfaction rating of 86%.

Garden Show Ireland was held once again in Antrim Castle Gardens and in spite of very challenging weather conditions in the lead up to and during the event attracted over 17,000 visitors and achieved an 87% satisfaction rating.

Armed Forces Day at Jordanstown Loughshore and Hazelbank Park on 22 June attracted 60,000 visitors making it the most successful Northern Irish Armed Forces Day in terms of attendance and achieved a satisfaction rating of 92%.

In addition to the highlights above, Summer Sunday Music, Sixmile Festival, Brighter Nights and Spinning Yarns had been delivered during this period.

The delivery of the Steam Rally, Ulster Pipe Band Championships, SuperCup NI and Randox Antrim Show by external event organisers had been supported by funding and in kind support and made significant contribution to bringing visitors to the Borough during this period.

The following events were scheduled for delivery in the remainder of 2024:

- Spooked Out at V36
- Halloween at The Junction
- Screams and Tricks at V36
- Threemilewater Pumpkin Patch
- Christmas Craft Fair
- Enchanted Winter Garden

The proposed Events Plan for 2025 was enclosed and provided indicative dates, ticket fees (where applicable) and budgets. The events planned from April 2025 onwards were subject to the provision of budgets in the 2025/26 estimates.

Members were advised that in terms of events delivered by external event organisers these were subject to proposals coming forward from the organisers and that officers were proactively engaging with such organisers in relation to this.

The Council's Event Funding Programme was currently being reviewed as part of the Grant Funding Hub project and proposals on this programme would be brought to Members in the near future as part of the Grant Funding Hub development.

5. Finance/Governance

The proposed Council Events Plan for 2024/25 included dates, ticket fees (where applicable) and estimated costs. Provision for events to be delivered in the remainder of the financial year were included within the 2024/25 budget and provision for the 2025 events would be proposed for approval as part of the budget setting process.

6. Summary

The Council delivered a range of events throughout the year and across the Borough as well and host and support a number of events delivered by external event organisers. An update on the plan was brought to the Committee in March and September. Officers would continue to keep the Events Plan under review.

In response to a Member's request the Director of Community Planning advised that the spreadsheet of events would, in future, include past activity. She further confirmed that all events are constantly evolving and Officers regularly review activity to meet changing needs.

Proposed by Councillor Gilmour
Seconded by Councillor Smyth and agreed that

the Council Events Plan for 2024/25, including dates, ticket fees and estimated budgets, be approved.

ACTION BY: Samuel Hyndman, Culture and Events Manager

4.12 AC/MU/005 RENEWAL OF LEASE OF THE WHITE HOUSE

1. Purpose

The purpose of this report was to seek Members' approval for a further one-year renewal of the lease agreement with the Dalaradia Group for the White House.

2. Introduction/Background

The Dalaradia Group is a men's community group based in Newtownabbey who wished to make a positive commitment to conflict transformation. The Group had leased the White House in Whiteabbey from the Council since 2021, delivering historical interpretation, visitor services, training and meeting facilities.

Dating from 1569, the White House was originally a plantation bawn, or fortified house. The building had witnessed many important scenes from local history, from the sailing ships carrying King William's armies and Titanic sailing on her maiden voyage, to the Luftwaffe bombers using Belfast Lough as their gateway into the city.

The White House had been restored from a crumbling ruin into a beautiful, multipurpose building. It now hosted two exciting interactive exhibitions: 'A Tale of Three Kings' recounts the Williamite and Jacobite Wars from a European perspective, while 'Relive the History' tells the exciting story of the building's past, right up to the present day.

3. Previous Decision of Council

Members were reminded that a proposal from the Dalaradia Group to rent the White House at £2,400 per annum for an initial twelve month period was approved by the Council in April 2021, and this was further extended in September 2022 and 2023.

4. 2023-2024 Performance

Over the past year (August 2023 – July 2024) the White House has had similar visitor numbers and usage of the facility compared to the previous year. The Dalaradia Group had continued to facilitate public access to the White House 3 days per week from May to September and 2 days per week from October to April, with visits by appointment also available on any day.

Usage statistics are as follows:

	2022-2023	2023-2024
Number of walk-ins on open days	520	490
Attendees at Dalaradia Group activities	360	350
Number of events, tours and meetings	105	45
Attendances at events/tours/meetings	1,355	1,736
Total recorded footfall	2,235	2,176

5. Proposed Lease Agreement

Members were advised that the current lease arrangements were as follows:

1. The Dalaradia Group pays a monthly rent of £200 gross plus running costs associated with utilities, while the Council retained responsibility for maintenance and repair of the building (this cost £7,800 in the last financial year)
2. The Group mainly occupied the upper floor of the building, using the meeting facility to deliver a range of training services including TNI World Host Programme and other job vocational training to support return to employment and provided meeting space for other local groups
3. The Group operated the White House as a visitor attraction, providing guiding and visitor services and hosting temporary exhibitions throughout the year

6. Financial Position

The existing lease agreement with the Dalaradia Group generated income for the Council of £2,400 per annum. In addition, the agreement saved the Council approximately £1,200 in utility costs and £4,800 in staff costs annually.

7. Summary

The Dalaradia Group had indicated that they would like to renew the lease of the White House for a further year on the same terms as previously agreed.

In response to a Member's query the Director of Community Planning reminded Members that there was an ongoing review in relation to land and property and any future recommendations would be brought back to Committee.

Proposed by Councillor Gilmour

Seconded by Councillor Lynch and agreed that

a renewal of the lease agreement with the Dalaradia Group to rent The White House at £2,400 per annum for a further 12-month period be approved, with the Group facilitating public access to the venue as per current arrangements.

ACTION BY: Philip Magennis, Culture & Events Co-ordinator

4.13 CP/GEN/050 LGC WORKFORCE AWARDS 2024

1. Purpose

The purpose of this report was to seek Members' approval for attendance at the LGC Workforce Awards Finals in Liverpool on 5 November 2024.

2. Background

The Local Government Chronicle (LGC) Workforce Awards were held annually and celebrate workforce innovation and excellence in Local Government across the UK.

3. Previous Decision of Council

Members were reminded that it was agreed at the Community Development Committee in April 2024 that the Mayor, accompanied by an officer attend the MJ Awards Ceremony, along with the award nominee, in London on 21 June 2024.

4. LGC Workforce Awards 2024

The Community Development Team submitted an entry to the Awards nominating Gillian Randall, the Executive Officer to the Director in the Back Office Hero category.

This award aimed to shine a light on the vital work of back office staff in Councils across the UK and recognise their contribution to delivering high quality public services.

Members were advised that correspondence (circulated), had been received from the LGC Awards following phase 1 of the judging process advising that Gillian had been shortlisted as one of 9 UK finalists in the Back Office Hero category. As part of the next stage in the judging process Gillian would be required to deliver a virtual presentation to the judging panel at the end of September.

Winners would be announced at the Awards Ceremony on 5 November 2024 in the Titanic Hotel Liverpool and the Council had been invited to attend.

It was proposed that the Mayor (or nominee) accompanied by an Officer along with Gillian the award nominee attend the ceremony.

5. Financial Implications

Members were advised that the cost of a seat at the Awards ceremony was £250 and return travel was estimated to be approximately £100 per person. Therefore attendance at the awards ceremony as proposed would cost an estimated £1,050.

6. Summary

The Community Development Directorate Executive Officer had successfully been shortlisted as a finalist in the LGC Workforce Awards 2024. It was proposed that the Mayor (or nominee) along with an officer and Gillian attended the Awards ceremony in Liverpool on 5 November 2024 at an estimated cost of £1,050.

Proposed by Councillor Lynch
Seconded by Alderman Ross and agreed that

the Mayor accompanied by an officer attend the LGC Workforce Awards ceremony along with the Award nominee, Gillian Randall, in Liverpool on 5 November 2024.

ACTION BY: Ursula Fay, Director Community Planning

4.14 AC/HE/046 PROPOSAL FROM TOURIST WISE LTD (BRILLIANT TRAILS) TO LEASE THE APARTMENT AND CRAFT WORKSHOP AT POGUES ENTRY

1. Purpose

The purpose of this report was to recommend to Members that the apartment and craft workshop at Pogues Entry, Antrim, be leased commercially to Tourist Wise Ltd (Brilliant Trails) for an initial one year period. Under the proposed lease agreement, Tourist Wise Ltd would pay monthly rental and utilities costs, and would also facilitate public access to the Historical Cottage between May and September.

2. Introduction/Background

Tourist Wise Ltd (Brilliant Trails) is a company currently based in Ballymena which designed trails for the tourism industry. The company had worked on a number of projects for the Council in recent years, and also counts Belfast City Council, Ards and North Down Borough Council, and many visitor attractions amongst its clients.

Tourist Wise Ltd would like to relocate its operations to Antrim, and had approached Officers with a proposal to lease the apartment and craft workshop facilities at Pogues Entry Historical Cottage as its administrative base.

Pogues Entry was a Council-run visitor attraction in Antrim which contained the childhood home of Alexander Irvine (1863-1941). Dr Irvine became a missionary in New York's Bowery and eventually pastor of the Church of the Ascension on Fifth Avenue. His book 'My Lady of The Chimney Corner' recalls his boyhood years in Pogues Entry and described life during the post famine years.

Since 2017 the garden of Pogues Entry had been managed by the Irish Garden Plant Society, volunteers from which had created a new heritage

cottage fruit and vegetable garden and reinvigorated the lawn borders with Irish varieties of plants and shrubs.

3. Previous Decision of Council

Members were reminded that approval was given by the Community Planning Committee in February 2024 for Antrim School of Music to lease the workshop and apartment at Pogues Entry. Subsequently Antrim School of Music withdrew their proposal in April 2024 as they were unable to meet the requirement to staff the cottage and provide visitor servicing for the public.

Members were also reminded that approval was given by the Operations Committee in March 2017 for a Memorandum of Agreement to be drawn up with the Irish Garden Plant Society for the creation of a heritage garden at Pogues Entry.

4. Proposed Lease Agreement

The proposal would be operated on the following terms:

- Tourist Wise Ltd would occupy the apartment (downstairs room, upstairs room, bathroom and kitchen) as an office and meeting room, and use the adjoining craft workshop for their main design office. The cost of redecorating these rooms would be met by Tourist Wise Ltd, with any alterations requiring prior approval from Officers
- Tourist Wise Ltd would pay a monthly rent of £200 net for the lease of these rooms, and would be responsible for all utility costs
- Between May and September Tourist Wise Ltd would also open and staff the public spaces on the site (The Heritage Cottage / Chimney Corner and the adjoining interpretative room), providing guiding and visitor services on Thursdays, Fridays and Saturdays. An officer would be appointed as contract manager to ensure that the agreed visitor services were being provided to a high standard
- The garden would remain under the care of the Irish Garden Plant Society (IGPS) who had developed this space in partnership with the Council for a number of years. The IGPS would continue to have right of way access to the toilet and kitchen facilities in the apartment
- The Council would retain responsibility for maintenance and repair of the buildings (this cost £11,596 in the last financial year)

5. Financial Position/Implication

This proposal would generate rental income of £2,400 net per year. It would also create savings for the Council of approximately £1,100 for utilities, and approximately £3,600 for staff costs / visitor servicing.

6. Summary

Tourist Wise Ltd (Brilliant Trails) had proposed leasing the apartment and craft workshop at Pogues Entry for £2,400 net for an initial one year period to use as administrative accommodation. As a condition of the lease, they would also facilitate public access to the Historical Cottage between May and September.

Proposed by Councillor Smyth
Seconded by Councillor Lynch and agreed that

the proposal from Tourist Wise Ltd (Brilliant Trails) to lease the apartment and craft workshop at Pogues Entry for an initial period of one year be approved at a rental cost of £2,400, with the group meeting all other utility costs and facilitating public access to the Historical Cottage between May and September.

ACTION BY: Philip Magennis, Culture and Heritage Officer

4.15 AC/GEN/083 EXHIBITION OF THE HISTORY OF THE HIGH SHERIFF'S ROLE

1. Purpose

The purpose of this report was to inform Members that Patricia Perry, High Sheriff of County Antrim, had offered to display an exhibition of the history of the High Sheriff's role in Mossley Mill reception from 28 October 2024 for four weeks.

2. Introduction/Background

As part of her period in office as the High Sheriff of County Antrim, Mrs. Patricia Perry had developed a small exhibition to give people a better understanding of the history of the role which had been in existence since 1343. The exhibition included four calligraphic scrolls, which named most of the High Sheriffs since 1343, and nine information boards which detailed the influence the High Sheriffs have had in County Antrim, and how the role had evolved over the centuries.

The exhibition had been presented in a number of venues, most recently Antrim Library, and it was available at no cost from 28 October. The proposal would be to display the exhibition in the Mossley Mill reception area from 28 October – 22 November.

3. Financial implications

The exhibition would be available to the Council free of charge, and would be mounted using existing display stands. No charge would be made for people to visit the exhibition, meaning that the net cost of hosting the exhibition would be zero.

Subject to Members' availability, a short informal reception was proposed to mark the exhibition opening before the Council meeting at 16.45 on

Monday 28 October 2024. The cost of this was expected to be approximately £150, which would be funded through existing budgets.

4. Summary

The High Sheriff of County Antrim, Mrs Patricia Perry, had offered an exhibition about the history of the High Sheriff's role for display in Mossley Mill reception from 28 October – 22 November 2024.

Proposed by Alderman Ross

Seconded by Councillor Cooper and agreed that

the proposal to host an exhibition of the High Sheriff's role in Mossley Mill reception be approved.

ACTION BY: Philip Magennis, Culture and Events Co-ordinator

4.16 CP/CP/214 ARMED FORCES DAY 2024

1. Purpose

The purpose of this report was to seek Members' approval for the minutes of the final Armed Forces Day Working Group meeting of 4 July 2024 as a true and accurate reflection of the meeting.

2. Introduction/Background

Armed Forces Day 2024 took place at Jordanstown Loughshore Park on Saturday 22 June. This was the first time that the event had been held in the Borough since 2016, when it took place in Antrim Castle Gardens and Antrim Stadium.

The theme of Armed Forces Day was Veterans and the 80th anniversary of D-Day, and the event included entertainment, military displays, stalls, live demonstrations and family fun.

A Military Working Group met monthly to co-ordinate the specific military aspects of the event, and a Council Working Group also met monthly to oversee the delivery of Armed Forces Day in its entirety.

The final Armed Forces Day 2024 Working Group Meeting took place on 4 July 2024 to review the event, and the draft minutes of this meeting were circulated.

3. Previous Decision of Council

The delivery of Armed Forces Day 2024 on Saturday 22 June was approved at the June 2023 Council meeting when it was agreed to establish a Working Group. The updated budget of £100,000 for the event was approved at the May 2024 Community Development Committee.

4. Summary review of Armed Forces Day 2024

Military planners estimated that approximately 50,000 people attended the event at Jordanstown Loughshore Park, with a further 10,000 taking part in the family fun day at Hazelbank Park. These numbers would make it the biggest Armed Forces Day anywhere in Northern Ireland for many years, with a cost per visitor of approximately £1.70 (against a corporate target of £9 for flagship events).

Operationally, the day ran largely according to plan in Loughshore Park and Hazelbank Park, and the responses to the Visitor Survey reflected this, with a total satisfaction rating of 92% from respondents against a corporate target of 80%. The displays and demonstrations (including the Red Arrows) were particularly appreciated with a 96% total satisfaction rating, while the military and civilian stands and stalls also received a high satisfaction score of 92%.

Visitor satisfaction scores for catering and parking / transportation were less high, at 83% and 85% respectively. In planning for the day, a restricted number of mobile caterers were permitted on site in order to maintain as much open space as possible for visitors and limit the risk of overcrowding, but with hindsight, more caterers could have been accommodated and would have resulted in shorter queues.

The lower satisfaction score of 85% for parking/transportation could be explained by a number of issues with Translink, who had been contracted to provide all park and ride shuttle bus services. Translink had acknowledged some communication issues which led to the late arrival of some buses and unacceptable wait times for some visitors; Translink have subsequently accepted a reduced fee for providing the shuttle service because of these problems. Five complaints were received by the Customer Service team, all of which were resolved by Officers.

5. Financial Position/Implication

The final cost of Armed Forces Day 2024 was £101,897. The small overspend against the agreed budget of £100,000 was a result of unforeseen costs associated with managing the closure of Shore Road.

6. Summary

Armed Forces Day 2024 took place on 22 June at Jordanstown Loughshore Park. The event attracted approximately 60,000 visitors, and achieved an overall satisfaction score of 92%. The event cost was approximately £1.70 per visitor.

The Chairperson expressed his thanks to the team for all their hard work which resulted in a fantastic event.

Proposed by Councillor Gilmour

Seconded by Councillor Brady and agreed that

the minutes of the final Armed Forces Day Working Group meeting of 4 July 2024 be approved as a true and accurate reflection of the meeting.

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

4.17 AC/GEN/010 BOROUGH ARTS AND CULTURAL ADVISORY PANEL

1. Purpose

The purpose of this report was to seek Members' approval for the draft minutes of the Borough Arts and Cultural Advisory Panel of 27 June 2024 as a true and accurate reflection of the meeting and the autumn 2024 Theatre Programmes.

2. Background

Members were reminded that the role of the Arts and Cultural Advisory Panel was to provide advice, support and advocacy for the Borough's Arts and Cultural Service to enable it to deliver the Council's Corporate Plan 2024-2030. The specific role of the Panel was set out as follows:

- To advise the Council on the programming of arts and cultural activity throughout the Borough
- To provide advocacy for the arts and cultural sector
- To provide the Council with an insight into current issues affecting arts and culture throughout Northern Ireland
- To represent the arts and cultural community both locally and regionally
- To contribute expertise, skills and knowledge from specific genres for the benefit of the ongoing development of arts and culture in the Borough

The Panel was made up of one Elected Member from each Political Party and 12 non-elected independent members who were actively involved in the arts and culture sector. The Panel met four times each year, and reported to the Community Development Committee.

3. Previous Decision of Council

The establishment of the Borough Arts and Cultural Panel for the Council term was approved at the Council meeting in June 2023.

4. Working Group Meeting

Members were advised that the Borough Arts and Culture Advisory Panel met on 27 June 2024 in the Theatre at the Mill. The draft minutes of this meeting and the Theatre Programmes for autumn 2024, which was approved at the meeting, were circulated for Members' information.

Proposed by Councillor Lynch

Seconded by Alderman Ross and agreed that

the draft minutes of the Borough Arts and Culture Advisory Panel of 27 June

2024 be approved as a true and accurate reflection of the meeting and the autumn 2024 Theatre Programmes be approved.

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

4.18 CP/CD/476 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME SMALL GRANTS FUNDING RECOMMENDATIONS 2024/25

1. Purpose

The purpose of this report was to seek Members' approval in relation to the Community Development Small Grants Funding Programme awards recommendations.

2. Background

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

3. Previous Decision of Council

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

Members were advised that groups who applied for a small grant were not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2024/25 financial year.

In December 2019 Members agreed that from 1 April 2020 all Small Grants be assessed on the basis of Pass/Fail against eligibility criteria and not subjected to a scored assessment process. All proposed awards were subject to a signed disclosure from the group confirming that all appropriate supporting documentation was in place and could be provided on request or the offer of funding would be withdrawn.

4. Financial Implication

Members were advised that provision of £15,000 financial support for the Small Grants Programme had been provided for in the 2024/25 Community Development budgets. Following previous awards there was a budget of £6,474.41 remaining.

During the month of July 3 applications were received and assessed by Officers, with 2 applications totalling £1,685.09 recommended for approval, details of which were circulated for Members' information.

5. Summary

It was proposed to award 2 Small Grant funding awards to the successful applicants as outlined. If the awards were approved, there would be a budget of £4,789.32 remaining for Small Grant awards in 2024/25.

Community Development Small Grants would remain open as a rolling programme with applications being reported to the Community Development Committee on a monthly basis until the allocated budget was maximised.

Proposed by Councillor Lynch
Seconded by Alderman Ross and agreed that

the 2 Small Grant applications requesting a total of £1,685.09 be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

Having declared an interest in Items 4.19, 4.20 and 4.21 Councillor Cooper left the meeting.

4.19 CP/CD/478 CHRISTMAS CELEBRATION EVENTS FUND 2024

1. Purpose

The purpose of this report was to seek Members approval in relation to the Christmas Celebration Events Fund 2024.

2. Background

As part of its Community Development Grant Aid Programme the Council operated a Christmas Celebration Events Fund to assist groups that may wish to develop and deliver Christmas Celebration events in the absence of a Council installed tree and associated switch on ceremony.

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

3. Previous Decision of the Council

Members were reminded that it was agreed at the Community Planning and Regeneration Committee in February 2018 to establish an annual Christmas Celebration Fund to assist groups who wished to deliver local Christmas switch on events.

4. Financial Implication

Members were reminded that the total budget for the 2024/25 Community Development Grant Aid Programme, including the Christmas Celebration Events Fund, was £1,073,448.

The Christmas Celebration Events Fund opened for applications on 15 July 2024 and the closing date for receipt of completed applications was Wednesday 14 August 2024. In total 7 applications were received and assessed by a panel of Officers, a list of which was circulated for Members' information.

The total amount requested from the 7 applications was £6,500 of which £5,000 was recommended for funding, subject to the receipt of all relevant supporting documentation.

5. Summary

The Christmas Celebration Events Fund opened for applications on Monday 15 July 2024 and closed on Wednesday 14 August 2024. It was proposed to award the 7 Christmas Celebration Events Fund awards to the successful applicants as outlined, at a cost of £5,000, provision for which existed within the Community Development grand aid budget for 2024/25.

Proposed by Councillor Gilmour
Seconded by Councillor Lynch and agreed that

the Christmas Celebration Events Fund awards, as outlined at a cost of £5,000, be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

4.20 CP/CD/468 CAPITAL PREMISES AND EQUIPMENT GRANT FUND RECOMMENDATIONS 2024

1. Purpose

The purpose of this report was to seek Members approval in relation to proposed financial awards under the second call of the Capital Premises and Equipment Grant Fund.

2. Background

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

The Second Call for applications to the Capital Premises and Equipment Grant Fund opened on Monday 17 June 2024 and closed on Monday 12 August 2024. To support applications to this programme, Officers delivered two grant workshops and offered one-to-one support to all groups upon request. The opportunity was promoted on the Council's social media channels.

A pass threshold of 50% applied to applications to the Programme and groups were not required to demonstrate match funding. Members should also note that proposed awards were subject to the receipt of all relevant supporting documentation, or the offer of funding would be withdrawn.

3. Previous Decision of Council

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

At the Community Development Committee in June 2024 it was agreed to fund 1 Capital Premises and 5 Equipment Grant awards to the successful applicants totalling £49,850 leaving a budget of £100,150. It was also agreed that a second call for the Capital Premises and Equipment Grant Programme would open on Monday 17 June and close on Monday 12 August 2024 with the outcome to be reported to the September Community Development Committee.

4. Capital Premises and Equipment Grant Programme

Details of this funding programme as reported to the October 2023 meeting are outlined below:

Capital Premises Grant Fund

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

It was proposed that organisations may apply for up to £5,000 for equipment that they could 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 had 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 Development Committee.
- Evidence of match funding would not be an essential requirement for grant aid however where an organisation could 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 were 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.

5. Financial Implication

Members were reminded that the total budget available for the Capital Premises and Equipment Grant Fund is £150,000 with an initial indicative allocation of £100,000 for premises and £50,000 for equipment.

Recommendations from the first call for applications, were approved by the Committee in June 2024, £25,000 was awarded under the Capital Premises Grant Fund and £24,850 under the Equipment Grant Fund leaving an indicative budget of £75,000 for Capital and £25,150 for Equipment available for a Second Call.

Under the Second Call for applications a total of 31 applications were received and assessed by a panel of Officers with 9 applications (1 Capital Premises and 8 Equipment) totalling £61,675.08 achieving the required 50% pass threshold, details of which were circulated or Members' information.

6. Summary

The Capital Premises and Equipment Grant Programme approved by the Community Planning Committee in October 2023 opened for a second call for applications on 17 June 2024 and closed on the 12 August 2024. It was proposed to award 1 Capital Premises and 8 Equipment Grant awards to the

successful applicants, who all met the criteria and achieved the required score to be successful, totalling £61,675.08 as outlined.

Proposed by Councillor Lynch
Seconded by Councillor Brady and agreed that

the 9 successful applications for funding under the Capital Premises and Equipment Grant Fund totalling £61,675.08 be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

4.21 CP/CD/479 SENIOR CITIZENS CHRISTMAS FESTIVITY FUND 2024

1. Purpose

The purpose of this report was to seek Members' approval for awards in relation to the Senior Citizens Christmas Festivity Fund 2024.

2. Background

As part of its Community Development Grant Aid Programme the Council operates a Senior Citizens Christmas Festivity Fund to support local senior's activities taking place in the Borough over the Christmas period. This may include the provision of Christmas Dinners, Tea Dances or other Christmas Celebration Events.

3. Previous Decisions of Council

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

Members were reminded that 83 Senior Citizens Christmas Festivity Fund applications totalling £40,525 were approved at the October 2023 Community Planning Committee. An allocation of £36,000 from the Department for Communities Hardship Fund to support the 2023 Senior Citizens Christmas Festivity Fund having been approved at the 2023 August Council meeting.

4. Financial Implication

Members were reminded that the total budget for the 2024/25 Community Development Grant Aid Programme, including the Senior Citizens Christmas Festivity Fund, is £1,073,448 in the 2024/25 Community Development budgets. The Senior Citizens Christmas Festivity Fund opened for applications on 15 July 2024 with the closing date for receipt of completed applications being Wednesday 14 August 2024. In total 94 applications were received and assessed by a panel of Officers. A detailed summary of the applications were circulated for Members consideration.

The total amount requested from the 94 applications is £46,966.49 of which £46,219 was recommended for funding, subject to the receipt of all relevant supporting documentation.

5. Summary

The Senior Citizens Christmas Festivity Fund opened for applications on Monday 15 July 2024 and closed on Wednesday 14 August 2024. It was proposed to award 94 Senior Citizens Christmas Festivity Fund awards to the successful applicants as outlined, at a cost of £46,219, provision for which existed within the Community Development grand aid budget for 2024/25.

Proposed by Alderman Ross
Seconded by Councillor Ward and agreed that

the Senior Citizens Christmas Fund awards, as outlined at a cost of £46,219, be approved.

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

Councillor Cooper returned to the meeting

4.22 CP/CP/113 BARNARDO'S - THE THRIVE PROJECT

1. Purpose

The purpose of this report was to provide an update on the THRIVE Project Quarter 1 2024-25 performance report.

2. Introduction

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

2. Previous Decision of Council

Members were reminded it was agreed at the April 2024 Community Development Committee, to provide £25,000 financial assistance for the 2024/25 Service Level Agreement between the Council and the Education Authority on behalf of the THRIVE Project with a quarterly performance report brought to future meetings of the Committee.

Members were also reminded that the 2023/24 Quarter 4 Performance Report was approved at the May Community Development Committee and was based upon performance measures in the Service Level Agreement.

3. Financial Position

It was agreed at the April 2024 Community Development Committee to provide £25,000 in financial assistance to THRiVE for 2024/25 subject to a quarterly performance report being provided.

4. Governance

Elected Members from both the Macedon DEA and the Threemilewater DEA were nominated to serve on the THRiVE Board at the Annual Council Meeting on 03 June 2024 with Cllr Gilmour and Cllr Mallon nominated for their respective DEA's to serve on the Board.

Officers continue to work with the THRiVE Project and Community Planning partners to manage the performance of the Project. Quarterly performance reports would continue to be reported to the Community Development Committee.

Members were advised that a presentation on the THRiVE Project would be made to the October Community Development Committee.

5. Summary

The Quarter 1 Report was circulated for Members' information and was based upon performance measures in the Service Level Agreement. Officers confirmed that the Quarter 1 targets had been met.

Proposed by Councillor Cooper
Seconded by Councillor Gilmour and agreed that

the THRiVE Project Quarter 1 2024-25 performance report be approved.

ACTION BY: Will McDowell, DEA Engagement Coordinator

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

1. Purpose

The purpose of this report was to provide an update on the Antrim and Newtownabbey Seniors' Forum Quarter 1 2024-25 performance report.

2. Introduction/Background

Antrim and Newtownabbey Seniors Forum aimed to relieve poverty, advance education and promote the preservation and protection of health among seniors (50+) in Antrim and Newtownabbey Borough and its environs.

They provide facilities and programmes in the interests of social welfare for the education, recreation and leisure time for senior citizens. Officers had continued to work with the Forum and Community Planning partners (NIHE, PHA, NHSCT) to manage the service level agreement.

3. Previous Decision of Council

Members were reminded that at the April 2024 Community Development Committee it was agreed to provide funding of £15,000 through a service level agreement for the 2024/25 financial year to Antrim and Newtownabbey Seniors Forum. Officers had continued to work with the Forum and Community Planning partners (NIHE, PHA and NHSCT) to manage the service level agreement and performance of this Group.

Members were also reminded that it was agreed at the July 2022 Council Meeting that a quarterly performance report be provided to the Community Planning Committee, from September 2022.

The 2023/24 Quarter 4 Performance Report was approved at the May Community Development Committee and was based upon performance measures in the Service Level Agreement

4. Financial Position/Implication

Members were advised provision of £15,000 financial support for the Antrim and Newtownabbey Seniors Forum had been provided for in the 2024/25 Community Planning budget. Other Community Planning partners had also confirmed their financial commitment to continue to support this group as outlined below;

Community Planning Partner	Financial contribution to Antrim and Newtownabbey Seniors Forum 2024/25
Northern Health & Social Care Trust	£15,000
Public Health Agency	£15,000
Northern Ireland Housing Executive	£15,000

A Service Level Agreement between Council and Antrim and Newtownabbey Seniors' Forum for 2024/25 had been developed.

5. Governance

Officers continued to work with the Forum and Community Planning partners to manage the Service Level Agreement and performance of this Group. A quarterly performance report was provided to the Community Development Committee.

6. Summary

The Antrim and Newtownabbey Seniors' Forum 2024-25 Quarter 1 Report was circulated for Members' information and was based upon performance measures in the Service Level Agreement. Officers could confirm that the Quarter 1 targets had been met.

Proposed by Councillor Lynch
 Seconded by Alderman McGrath agreed that

the Antrim and Newtownabbey Seniors' Forum Quarter 1 2024-25 performance report be approved.

ACTION BY: Conor Cuning, DEA Engagement Manager

4.24 CP/GR/191 REFUGEE INTEGRATION FUNDING 2024/25

1. Purpose

The purpose of this report was to seek Members approval regarding the offer of Refugee Integration Funding from The Executive Office.

2. Introduction/Background

Members were reminded that The Executive Office (TEO) funded the Full Dispersal Programme 2023/24. The Full Dispersal Programme worked to support asylum seekers by providing support to individuals seeking asylum placed within the Council area.

3. Previous Decision of Council

Members were reminded The Executive Office (TEO) Memorandum of Understanding for Asylum Full Dispersal funding of £88,478 was approved at the Community Planning Committee in April 2023. The aim of the funding was to develop capacity and infrastructure to meet the needs of asylum seekers and promote integration within the Council area. The offer was made following submission of the Council's Action Plan outlining proposals to support the needs of asylum seekers in the Council area to TEO.

4. Refugee Integration Funding 2024/25

Members were advised that TEO had invited Councils to submit funding proposals to provide support for the integration of refugees within their Council areas. The funding allocation to support the work in Antrim and Newtownabbey was £50,000 for 2024/25.

A programme proposal had been developed. The proposal was circulated for Members' information. The proposal outlined the key needs identified through the delivery of the Full Dispersal Programme and included English language support for refugees, support for local volunteers through the continuation of the Let's Connect Network, and activities to support the orientation of newcomers to both the local area and the local culture.

5. Financial Position/Implication

Members were advised that the Council had received an offer for funding of £50,000 from TEO for the costs associated with the Refugee Integration Programme for 2024/25.

Officers had anticipated a similar funding offer from TEO in 2024/25 to the

£88,478 received in 2023/24 and this was included within the approved 2024/25 Council budgets.

The £50,000 offer of funding was a £38,500 reduction on funding received in 2023-24 for the delivery of the Asylum Full Dispersal programme. The Refugee integration proposal had been developed to reflect the reduced offer of funding from TEO, at no additional cost to the Council.

6. Summary

The Council had received an offer for funding of £50,000 from TEO for the costs associated with the Refugee Integration Programme for 2024/25.

The Refugee Integration Proposal had been developed to reflect the offer of funding from TEO.

Proposed by Councillor Lynch
Seconded by Alderman McGrath and agreed that

The Executive Office Refugee Integration Funding Letter of Offer of £50,000 for the delivery of the Refugee Integration proposal 2024/25 be accepted and the proposal approved.

ACTION BY: Jen Cole, Good Relations Coordinator

5 ITEMS FOR NOTING

5.1 CP/CP/241 UPDATE ON THE RAISE PROGRAMME

1. Purpose

The purpose of this report was to update Members on correspondence received in relation to delivery of the RAISE Programme in Newtownabbey.

2. Background / Introduction

The Department of Education first wrote to the Council in June 2024 about a major new initiative to be delivered in specific localities across Northern Ireland to raise achievement and reduce educational disadvantage.

3. Previous Decisions of the Council

Details of the RAISE programme including correspondence from the Department of Education were reported to the Community Development Committee in June 2024 when the report was noted.

4. Correspondence re- Launch of the RAISE programme – Newtownabbey Locality

Members were advised that further correspondence had been received in relation to the programme a copy of which was circulated for Members' information.

The letter advised that all relevant stakeholders in the Newtownabbey locality would be invited to a meeting in the autumn and lists the relevant groups and individuals who would be invited to this meeting along with the Council.

5. Summary

Correspondence had been received from the Department of Education advising of their intention to invite a range of local stakeholders to a meeting in the autumn along with Council representatives to discuss the commencement of the programme.

Proposed by Councillor Lynch

Seconded by Councillor Gilmour and agreed that

the report be noted.

NO ACTION

Having Declared and Interest in Item 5.2 Councillor Cooper left the meeting.

5.2 **CP/TD/002 DEPARTMENT FOR COMMUNITIES FUNDING - AREAS AT RISK – 2024/2025**

1. Purpose

The purpose of this report was to update Members on the offer of Areas at Risk funding from the Department for Communities.

2. Background

Members were reminded that the Areas at Risk (AAR) programme was delivered across six Super Output Areas in Antrim and Newtownabbey. Historically the Newtownabbey AAR programme was part funded by the Department for Communities (DfC), whilst the Antrim AAR programme was fully funded by the Council.

A budget of £229,250 was included in the 2024/25 Community Planning budgets with £66,750 contribution anticipated from the Department for Communities (DfC).

3. Previous Decision of Council

Members were reminded that it was reported to the Community Planning Committee in February that the anticipated DfC Areas at Risk funding of £66,750 had not yet been confirmed.

4. Letter of Offer

Members were advised that correspondence circulated had been received from DfC confirming that the Council was being offered Areas at Risk Programme funding of £70,087.50 for 2024/25.

An additional non-recurrent 5% flexible funding award of £3,337.50 had been added to the anticipated £66,750 contribution.
The additional flexible funding award would be made to the organisations funded in part through DfC, the breakdown of which was contained with the Letter of Offer.

Members were advised that this offer of funding was accepted by the Department's deadline of 26 July 2024.

Proposed by Councillor Brady
Seconded by Councillor Lynch and agreed that

the report be noted.

NO ACTION

Councillor Cooper returned to the meeting.

5.3 CP/CD/433 CENSUS 2021

1. Purpose

The purpose of this report was to inform Members of the latest development in the data sources from the Census 2021 results.

2. Introduction/Background

The Census collects information every 10 years about people and households in Northern Ireland. It was used by central and local government, health authorities and many other organisations to plan and run future services.

3. Previous Decisions of Council

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

Members were reminded at the January 2024 Community Planning Committee the following additional updates were reported:

- Census 2021 main statistic tables for towns and villages (settlements) and Electoral Wards in Northern Ireland

- Census 2021 main statistic tables that include approximated social grade for people living in households in Northern Ireland

4. Census 2021 Update

Members were advised that on 9 July 2024 NISRA published [Census 2021 origin-destination data for Northern Ireland](#). The data published included Census 2021 estimates showing the movement of people from one location to another to migrate or work.

Three types of flow data were released:

- *Workplace*, showing commuting patterns of employed individuals from address of usual residence on census day to their normal workplace.
- *Migration*, showing the movement of individuals from their address of usual residence one year before census day, to their address of usual residence on census day.
- *Student migration*, showing movement of individuals who were living at student addresses one year before census day, 21 March 2021 to address of usual residence on census day.

The results and further information on Census 2021 were available on the NISRA website; www.nisra.gov.uk/Census2021

Proposed by Councillor Gilmour

Seconded by Councillor Lynch and agreed that

the Census 2021 data results update be noted.

NO ACTION

5.4 **CP/PCSP/088 PCSP LETTER OF OFFER AND FUNDING AGREEMENT 2024/2025**

1. Purpose

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

2. Background

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

3. Previous Decision of Council

Members were reminded that it was reported to the Community Development Committee in June that funding of £303,540 for 2024/25 from

the Joint Committee was anticipated, subject to the approval of a Local Action Plan.

4. Letter of Offer

Members were advised that correspondence (circulated) had been received from the Joint Committee confirming that the Council was being offered PCSP funding of £303,540 for 2024/25.

An additional £14,000 from the Northern Ireland Policing Board had been awarded to fund Members expenses and meeting allowances.

Members were advised that this offer of funding had been accepted by the Departments deadline of 16 July 2024.

5. Financial implications

Members would be aware that Council provided a contribution of £99,356 towards delivery of the 2024/25 PCSP Action Plan and that provision for this had been made within the 2024/25 Community development budget.

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

6. Governance

Antrim and Newtownabbey PCSP, was a statutory body established under the Justice Act (NI) 2011. A Joint Committee comprising representatives from the Northern Ireland Policing Board and the Department of Justice oversees the work of the PCSP, which contained a membership locally of 10 Elected Members, 9 Independent Members and representatives from 7 designated statutory bodies.

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

7. Summary

The Council had accepted an offer of funding of £303,540 from the Joint Committee for the costs associated with the PCSP for the period of 01 April 2024 to 31 March 2025. In addition, The Northern Ireland Policing Board would provide funding in relation to Members meeting expenses, to a maximum of £14,000.

Proposed by Councillor Gilmour

Seconded by Alderman McGrath and agreed that

the report be noted.

NO ACTION

**5.6 CP/TD/096 GRANGE NEIGHBOURHOOD RENEWAL
CP/TD/098 RATHCOOLE NEIGHBOURHOOD RENEWAL DEPARTMENT FOR
COMMUNITIES FUNDING NEIGHBOURHOOD RENEWAL 2024/2025**

1. Purpose

The purpose of this report was to update Members on the offer of Neighbourhood Renewal Programme funding from the Department for Communities.

2. Background

Members were reminded in June 2003 The Neighbourhood Renewal – People and Place Programme was launched. Neighbourhoods in the most deprived 10% of wards across Northern Ireland were identified using the Noble Multiple Deprivation Measure. Following extensive consultation, this resulted in a total of 36 areas, and a population of approximately 280,000 (one person in 6 in Northern Ireland), being targeted for intervention.

Neighbourhood Partnerships had been established in each Neighbourhood Renewal Area as a vehicle for local planning and implementation. Each Neighbourhood Partnership may include representatives of key political, statutory, voluntary, community and private sector stakeholders. Together, they had developed long term visions and action plans designed to improve the quality of life for those living in the area.

There were currently two Neighbourhood Partnerships in the Borough; namely Grange and Rathcoole Neighbourhood Partnerships.

Grange Neighbourhood Renewal

The partnership was formally established in April 2006 under funding from the Department for Communities as an inter-sectoral partnership, tasked with driving the delivery of the Neighbourhood Renewal strategy in Grange, Ballyclare.

Rathcoole Neighbourhood Renewal

The partnership was formally established in April 2006 under funding from the Department for Communities as an inter-sectoral partnership, tasked with driving the delivery of the Neighbourhood Renewal strategy in Rathcoole, Macedon.

3. Previous Decision of Council

Members were reminded it was advised at the June 2024 Community Development Committee that the DfC indicated that Voluntary and Community sector groups receiving funding support from the Community Empowerment Division (CED) and the Voluntary and Community Division

(VCD) would have an additional resource funding of £1.45 million in 2024-2025.

Members were reminded it was agreed at the April 2024 Community Development Committee that in the absence of the 2024-25 budget settlement interim funding awards for the DfC programmes to the end June 2024 would be retained at 2023/24 levels. Members were further reminded it was agreed that an update on the DfC current budget position be communicated to those groups and organisations anticipating funding from the Department in 2024/25.

4. Letter of Offer

Members were advised that correspondence (circulated) had been received from the DfC confirming financial assistance totalling £109,078.23 for the delivery of the Grange and Rathcoole Neighbourhood Renewal Programmes for 2024/25.

The funding awarded included £25,903.28 for the Grange Neighbourhood Partnership and £83,174.95 for the Rathcoole Neighbourhood Partnership. Members were advised that the £25,903.28 offer of funding for Grange Neighbourhood Partnership was a £15,293.32 reduction on the £41,196.60 funding received in 2023-24 for the delivery of the Grange Neighbourhood Renewal Programme. An additional non-recurrent flexible funding award of 5% had been included within the Grange Neighbourhood Renewal programme of £1,233.49.

Members were advised the offer of funding to Rathcoole Neighbourhood Renewal programme would increase from £78,728.24 awarded in 2023/24 to £83,174.95 with an additional non-recurrent 5% flexible funding award of £3,960.71 and the waiver of HMRC costs for the Jordan Victory Church Hub at £486 reflected in the increased award.

Members were advised that the letters of offer of funding were accepted by the Department's deadline of 2 August 2024.

5. Financial implications

Members were advised the offer of funding to Grange Neighbourhood Renewal programme had been reduced from £41,196.40 to £25,903.28 with the Neighbourhood Renewal Officer post subsequently reduced from 1 FTE to 0.5 FTE. A non-recurrent 5% flexible funding award of £1,233.49 was included in the funding offer.

The Grange Neighbourhood Partnership Annual Action Plan had been developed to reflect the offer of funding from DfC, at no additional cost to the Council.

Members were advised the offer of funding to Rathcoole Neighbourhood Renewal programme would increase from £78,728.24 awarded in 2023/24 to £83,174.95 with an additional non-recurrent 5% flexible funding award of

£3,960.71 and the waiver of HMRC costs for Jordan Victory Church Hub at £486 reflected in the increased award.

6. Summary

The Council had accepted offers of funding from DfC for the costs associated with the Grange £25,903.28 and Rathcoole £83,174.95 Neighbourhood Renewal Programmes, for the period of 01 April 2024 to 31 March 2025.

Proposed by Councillor Lynch
Seconded by Alderman McGrath and agreed that

the report be noted.

NO ACTION

5.6 CP/GEN/019 COMMUNITY PLANNING SECTION - PARTNERSHIP MINUTES

1. Purpose

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

2. Introduction/Background

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

Community Development		
File Ref	Date of Meeting	Name of Partnership
D/Gen/91	25/03/24	Community Advice Antrim and Newtownabbey
D/CSP/48	27/03/24	Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP)
D/DP/67	06/02/24 30/04/24	Rathcoole Neighbourhood Renewal Partnership
D/DP/67	11/01/24 28/03/24 02/05/24	Grange Neighbourhood Renewal Partnership
	-	Joint Cohesion Group
CP/GR/43	-	Traveller Issues Local Government Partnership

Proposed by Councillor Lynch
Seconded by Alderman McGrath and agreed that

the Partnership Minutes be noted.

NO ACTION

5.7 FI/FIN/4 BUDGET REPORT – PERIOD 4 APRIL 2024 TO JULY 2024

1. Purpose

The purpose of this report was to provide financial performance information at period 4 (April 2024 – July 2024) for the Community Development Directorate.

2. Introduction/Background

As agreed, quarterly budget reports would be presented to the relevant Committee or Working Group. All financial reports would be available to all Members.

3. Summary

Budget reports for the Community Development Directorate for Period 4 April 2024 to July 2024 were circulated for Members' information.

The overall financial position of the Council would be presented to the Policy and Governance Committee.

Proposed by Alderman McGrath
Seconded by Councillor Gilmour and agreed that

the report be noted.

NO ACTION

5.8 PT/CI/060 PERFORMANCE AND IMPROVEMENT PLAN 2024/25 PERFORMANCE PROGRESS REPORT (COMMUNITY DEVELOPMENT) QUARTER 1

1. Purpose

The purpose of this report was to recommend to Members that the Performance and Improvement Plan 2024/25 Performance Progress Report Quarter 1 be noted.

2. Background

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

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

3. Previous Decision of Council

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

4. Key Points

First quarter performance progress report for Arts, Culture, Heritage, Tourism and Events, Community Development and Marketing, Communications and PR were circulated for Members information.

Proposed by Councillor Brady

Seconded by Alderman McGrath and agreed that

the Performance and Improvement Plan 2024/25 Performance Progress Report (Community Development Directorate) Quarter 1 be noted.

NO ACTION

5.9 CP/CD/477 COMMUNITY SUPPORT PROGRAMME 2024-2025

1. Purpose

The purpose of this report was to update Members on the offer of Community Support Programme funding from the Department for Communities.

2. Background

The Community Support Programme was established in 1975 and was a joint programme involving the Department for Communities (DfC) and local Councils. The programme supported the provision of community centres, local advice services, resource centres, grants to community groups and the employment of community support staff in Councils.

3. Community Support Programme 2024/25

Members were advised that correspondence circulated had been received from the DfC confirming financial assistance totalling £479,046.79 for the delivery of the Councils Community Support Programme for 2024/25.

The total amount awarded included £136,036.40 for Community Support in General, such as Staff Salaries, the Community Development Grant Aid Programme and Community Capacity Building Initiatives, £180,264.61 for Advice Services and £162,745.78 for a Social Supermarket.

Members were advised that this offer of funding was accepted by the Departments' deadline of 2 August 2024.

Proposed by Councillor McGrann

Seconded by Alderman McGrath and agreed that

the report be noted.

NO ACTION

5.10 CP/CD/472 BONFIRE MANAGEMENT PROGRAMME 2024

1. Purpose

The purpose of this report was to update Members' on the delivery of the Bonfire Management Programme in 2024.

2. Background

The Council operates a Bonfire Management Programme which seeks to achieve the following key objectives in relation to family fun events and bonfire sites:

- To work with and support local communities to bring about improvements in bonfire management, particularly in terms of inclusivity, safety and increased family atmosphere;
- To further reduce the adverse health and environmental impacts of bonfires including the illegal disposal of waste.

3. Previous Decision of the Council

Members were reminded that the Bonfire Management Programme 2024 and associated costs were approved at the Community Planning Committee in March 2024.

4. Programme Delivery 2024

The 2024 Bonfire Management Programme was approved by the Community Planning Committee in March 2024 and groups were asked to sign up to the Programme by Friday 19 April 2024.

Following a series of one to one meetings with site representatives from across the Borough a total of 23 sites signed up to participate in this year's programme, details of which were circulated for Members' information.

Interagency site inspections to sites with a traditional bonfire were undertaken by Officers and Statutory Partners on the following dates:

Pre-Collection – Thursday 16 May 2024 (Council Officer Only)

First Inspection – Friday 31 May 2024

Second Inspection – Wednesday 19 June 2024

Final Inspection – Wednesday 10 July 2024

Details regarding the condition of those sites with a traditional bonfire at the final inspection date including individual site photographs were circulated for Members' information.

5. Festival/Family Fun Day Events

A total of 23 Festival/Family Fun Day Events, with all services having been procured by Council, took place during the period Saturday 6 – Thursday 11 July 2024. Attendance at each event ranged from 60 - 1000 participants across each site.

Activities delivered included Inflatables, Climbing Walls, Mobile Gaming Vans, Petting Farms, Live Music, Fireworks and Hospitality.

All events were well received by the local community and provided opportunities not only to celebrate culture but also to recruit volunteers for future community development initiatives.

6. Financial Position

It was reported to the March Community Planning Committee that the programme would cost £115,500 net which included a £30,000 contribution from the NIHE. Members were advised that the NIHE increased their contribution to £50,000 which reduced the net cost to the Council of the planned programme to £95,500.

However, as a result of a site transitioning from a traditional bonfire to a beacon an additional £14,610 was required to facilitate this resulting in a final net cost of £110,110. The final net cost was £5,390 under the original estimated programme cost.

7. Summary

A formal evaluation of the 2024 Bonfire Management Programme would take place with Members, Statutory Partners and Site Representatives on Thursday 26 September 2024, following which a report would be presented to Committee in January 2025 detailing plans for the 2025 programme.

Proposed by Alderman Ross

Seconded by Councillor Smyth and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor McGrann

Seconded by Councillor Lynch and agreed that

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

6 ITEM IN CONFIDENCE

6.1 IN CONFIDENCE FI/PRO/TEN/547 PROVISION OF FERRIS WHEEL AND A

RANGE OF AMUSEMENTS FOR THE ENCHANTED WINTER GARDEN EVENT

CONTRACT PERIOD EVENTS IN 2024 AND 2025 WITH AN OPTION TO EXTEND FOR EVENTS IN 2026 AND 2027, SUBJECT TO PERFORMANCE AND REVIEW

1. Purpose

The purpose of this report was to obtain approval for the appointment of a suitably qualified and experienced organisation to provide amusements at the Enchanted Winter Garden event for the contract period.

2. Introduction/Background

The Enchanted Winter Garden at Antrim Castle Gardens and Clotworthy House was an outdoor magical experience. First held in 2013 the event had been held annually since, growing and developing every year, with an excess of 120,000 people attending in 2023. The approximate contract spend is £[REDACTED] per annum, however, the Council would charge the public and retain all income for the amusements.

This tender was comprised of two lots as detailed below:

Lot 1 – Ferris Wheel

Lot 2 – Traditional Amusements including:

- Miami Thrill Ride
- Traditional Galloping Horses Carousel
- Traditional Swinging Chairs
- Traditional Themed Rollercoaster
- Bavarian Snow Slide
- Kids' Train on Tracks
- Land Trains
- Small Rides
- Multi Level Rollercoaster
- Old Fashioned, Traditional Pepper Pot Helter Skelter

This tender opportunity was made available on eSourcingNI on 26 July 2024. One tender response was opened via the eSourcingNI Portal on 28 August 2024 and referred to the evaluation panel for assessment. The tender was evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tender was evaluated on a pass/fail basis for tenderer's professional conduct, economic and financial standing, previous relevant experience, management systems and practices, operation, inspection, and testing of equipment, emergency procedures, set-up and set-down timescales, and declarations and form of tender. The tender met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2.

STAGE 2 – AWARD STAGE

Sub-Stage 1 – Technical Assessment

The tender was evaluated on a pass/fail basis for compliance with the specification. The tender met the requirements of this stage and proceeded to the next stage of evaluation.

Sub-Stage 2 – Quality & Commercial Assessment

The tender was evaluated on the basis of branding (20%), quality of service and goods (10%) contract management and performance monitoring (10%), social value (10%), and cost (50%). The recommendation was as follows:

LOT 1 – Ferris Wheel

Supplier	Quality Assessment (out of 50%)	Cost Assessment (out of 50%)	Total % Score	Estimated Cost Per Annum (£) (excl. VAT)
G Force Amusements Ltd	████	████	████	████

LOT 2 – Traditional Amusements

Supplier	Quality Assessment (out of 50%)	Cost Assessment (out of 50%)	Total % Score	Estimated Cost Per Annum (£) (excl. VAT)
G Force Amusements Ltd	████	████	████	£████

While there was only one tenderer for each lot, the prices were in line with market rates and the officers were content that they represent value for money.

In response to Members' questions the Director of Community Planning provided clarity relating to the tender process and how the team works with suppliers to continue to deliver best value for those attending.

Proposed by Alderman Ross
 Seconded by Councillor Cooper and agreed that

having achieved the scores detailed above, G Force Amusements Ltd be appointed for each lot at the tendered rates for Enchanted Winter Garden events in 2024 and 2025, with an option to extend for the event in 2026 and 2027, subject to performance and review.

ACTION BY: Melissa Kenning, Procurement Manager

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Smyth
 Seconded by Councillor Lynch 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 8.02pm.

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.