

August 24th, 2023

**Notice Of Meeting**

You are requested to attend the meeting to be held on **Wednesday, 30th August 2023 at 7:00 pm** in **City Hall, Bangor.**

# Agenda

## Virtual Meeting Guidance

📄 *Guidance for virtual Council meetings.pdf*

*Not included*

## Agenda

📄 *C 30.8.2023 Agenda.pdf*

*Page 1*

### 1. Prayer

### 2. Apologies

### 3. Declarations of Interest

### 4. Deputation

### 4.1. NILGA - NILGA's Purpose and Strategic Direction

### 5. Mayor's Business

### 6. Mayor and Deputy Mayor Engagements for the Month (Copy attached)

📄 *6. Engagements August 2023.pdf*

*Page 5*

### 7. Minutes of Council Meeting held on 26 July 2023 (Copy attached)

📄 *Minutes C.26.07.23.pdf*

*Not included*

📄 *PMMinutes C26.07.23.pdf*

*Page 8*

### 8. Minutes of Committees

### 8.1. Planning Committee dated 1 August 2023 (Copy attached)

📄 *Minutes PC01.08.2023 AMcC LM.pdf*

*Not included*

📄 *Minutes PC01.08.2023 PM.pdf*

*Page 34*

### 9. Requests for Deputation

## **9.1. Sound Around Ards**

Report attached

[!\[\]\(c507f772dba2b921f86777f01218e570\_img.jpg\) \*9.1. Deputation Request - Sound Around Ards.pdf\*](#) *Page 47*

[!\[\]\(4729e517bc6a7cd81c8025b9646574fb\_img.jpg\) \*9.1. Appendix -Sound Around Ards.pdf\*](#) *Page 49*

## **9.2. Consulate General for Saint Vincent and the Grenadines**

Report attached

[!\[\]\(cbe2492b119e39e02a1dab2af4a4b296\_img.jpg\) \*9.2. Deputation Request - Consulate General.pdf\*](#) *Page 54*

[!\[\]\(e474458956c9a37fbf9586ddb60a7fa1\_img.jpg\) \*9.2. Appendix Consulate General.pdf\*](#) *Page 55*

## **9.3. National Trust**

Report attached

[!\[\]\(870f5d5e9c0d57485634be3ecf52f3ca\_img.jpg\) \*9.3. Deputation Request - National Trust.pdf\*](#) *Page 71*

[!\[\]\(4fe57c3593bf1b21d272ae7ac8dfaf77\_img.jpg\) \*9.3. Appendix National Trust.pdf\*](#) *Page 72*

## **10. Ards and North Down Sports Forum Grants**

Report attached

[!\[\]\(7d1d6890825e83a6a4a51febe2dcc7f3\_img.jpg\) \*10. Ards and North Down Sports Forum Grants \(WG July 2023\).pdf\*](#) *Page 74*

[!\[\]\(2bae76de5ebbd5c4d7d47162f1673734\_img.jpg\) \*10. Appendix 1 - Equipment Report for Approval.pdf\*](#) *Page 76*

[!\[\]\(b64b40baaee5acddc1eab8538ba84754\_img.jpg\) \*10. Appendix 2 - Event Report for Approval.pdf\*](#) *Page 77*

[!\[\]\(84f47badaad7772cd95667a7c387a639\_img.jpg\) \*10. Appendix 3 - Goldcard Report for Noting.pdf\*](#) *Page 79*

[!\[\]\(28f72b996fc97883dfd9d4e8b1b16b4e\_img.jpg\) \*10. Appendix 4 - Seeding Report for Noting.pdf\*](#) *Page 80*

[!\[\]\(5d954b3e270654ad8ab0d5913161c03c\_img.jpg\) \*10. Appendix 5 - Travel Accommodation Report for Noting.pdf\*](#) *Page 81*

[!\[\]\(aff7c69c44a5e015f18c35867ef3f5c3\_img.jpg\) \*10. Appendix 6 - Unsuccessful Report.pdf\*](#) *Page 86*

## **11 Christmas Festival Fund 2023**

Report attached

[!\[\]\(4c9516d2c24d0d513bc9f84c2e013d65\_img.jpg\) \*11. Christmas Festival Fund 2023.pdf\*](#) *Page 87*

- 12. Cost of Living Crisis. Request to Administer Hardship fund for 2023-2024**
- Report attached
- [12. Cost of Living Crisis - Request to Administer Hardship fund for 2023-2024.pdf](#) Page 91
- 
- 13. Acceptance of Grant for the development of the Sir Samuel Kelly Lifeboat**
- Report attached
- [13. Acceptance of Grant for the development of the Sir Samuel Kelly Lifeboat.pdf](#) Page 95
- [13. Appendix Sir Samuel Kelly.pdf](#) Page 97
- 
- 14. Public Consultation on the Provision of Free Period Products in Northern Ireland**
- Report attached
- [14. Public Consultation on the Provision of Free Period Products in Northern Ireland.pdf](#) Page 106
- [14. Appendix Period Provision Consultation Response.pdf](#) Page 109
- 
- 15. UN Global Compact Sustainable Development Goals Flag Campaign 2023**
- Report attached
- [15. UN Global Compact Sustainable Development Goals Flag Campaign 2023.pdf](#) Page 137
- 
- 16. Ulster Folk and Transport Museum letter of Support**
- Report attached
- [16. National Museums NI.pdf](#) Page 139
- [16. Appendix 1 - Ulster Folk Museum Letter of Support - ANDBC.pdf](#) Page 141
- [16. Appendix 2 - NMNI-Reawakening-UFM-Stakeholder FINAL.pdf](#) Page 142
- [16. Appendix 3 - draft letter of support NMNI.pdf](#) Page 157



## **17. Sister Cities Update / International Relations Update**

Report attached

- [📄 17. Sister Cities and International Relations update.pdf](#) Page 158
- [📄 17. Appendix 1 - Ards and North Down Borough Invitation - September 2023.pdf](#) Page 164
- [📄 17. Appendix 2 - CEMR Town Twinning Survey Questionnaire.pdf](#) Page 167

## **18. NILGA Formation of new NILGA Strategic Policy Network**

Report attached

- [📄 18. NLGA Report.pdf](#) Page 176
- [📄 18. Appendix - NILGA.pdf](#) Page 178

## **19. Conferences & Invitations**

### **19.1. APSE Annual General Meeting**

Report attached

- [📄 19.1. APSE Annual General Meeting.pdf](#) Page 181
- [📄 19.1. Appendix - APSE Conference.pdf](#) Page 183

## **20. Britain in Bloom Awards**

Report attached

- [📄 20. Britain In Bloom Awards.pdf](#) Page 185

## **21. Resolution**

### **21.1. Newry, Mourne & Down District Council**

Correspondence attached

- [📄 21.1. Resolution.pdf](#) Page 187

## **22. Sealing Documents**

## **23. Transfer of Rights of Burial**

## **24. Notice of Motion Status Report (Report attached)**

📄 *24. NOM Status Report.pdf*

*Page 188*

📄 *24. NOM TRACKER LIVE.pdf*

*Page 189*

## **25. Notices of Motion**

### **25.1. Notice of Motion submitted by Councillors Creighton and Moore**

That this Council notes that the number of households with homelessness status on the social housing waiting list across NI has increased from 12,431 to 26,310 households between 31 March 2013 and 31 March 2023, an increase of 111.7%; notes the enormous strain the homelessness system is under with the number of households in temporary accommodation at unprecedented levels; agrees that this council has a role to play in preventing homelessness in this borough alongside other organisations and bodies in the Public, Statutory and Voluntary sectors; calls on this Council to assess how it contributes to homelessness prevention through carrying out an audit of its services; and requests that Officers bring back a report detailing the homelessness prevention work currently supported as well as how the Council's community planning function can further support homelessness prevention work in the local area

### **25.2. Notice of Motion submitted by Councillors Smart and P Smith**

That this Council recognises the significant public concern created by the feud between rival organised crime groups within Ards and North Down. This feud which began in March 2023 has led to violence, criminal damage, and communities living in fear. We ask that Council contact representatives of the Tackling Paramilitarism Programme including The Executive Office and Department of Justice seeking their shared engagement with Council and elected representatives focusing solutions to address this issue, and to

reduce the prospect of a similar occurrence in the future. Further to this we ask the Communities in Transition Programme to broaden its remit across the Borough to help create a culture of lawfulness, and strengthen community resilience against organised crime and coercive control.

### **25.3. Notice of Motion submitted by Aldermen McIlveen, Armstrong Cotter, McDowell and Councillor Kennedy**

This Council condemns without reservation the threats made to District Judge Mark Hamill and the attack on Newtownards Courthouse as an attack on the rule of law which is the basis of a democratic and free society. Furthermore, this Council affirms its full support for the PSNI in investigating and bringing to justice those who have committed criminal acts within this Borough and encourages everyone to assist the legitimate authorities in this endeavour.

### **25.4. Notice of Motion submitted by Councillors Boyle and S Irvine**

That this Council agrees to the sponsorship of £1000 for the category of Volunteer / Coach of the year award, to be recognised at the forthcoming 2023 Council Sports Awards Ceremony This funding could potentially be realised through current budget underspends or Council reserves

### **25.5. Notice of Motion submitted by Councillors Adair, Edmund & Kerr**

That Council task officers to bring back a report on the costing to install signage identifying the townlands of Ballyblack and Kirkistown and that officers are tasked to bring forward proposals to incorporate townland signage across our Borough.

**\*\*\* IN CONFIDENCE \*\*\***

### **26. Request from Curry's Amusements to use the McKee Clock Arena, Bangor for an Autumn Funfair**

Report attached

📎 *26. Request from Curry's Amusements - Autumn Funfair.pdf*

*Not included*

 **26. Appendix 1 - Curry's Amusements.png** *Not included*

 **26. Appendix 2 - Curry's Amusements.pdf** *Not included*

## **27. Portaferry Public Realm Works - Request for Compound Site**


Report attached

 **27. Portaferry Public Realm Works - Request for Compound Site.pdf** *Not included*

 **27. Appendix 1 - Portaferry Public Realm.jpg** *Not included*

## **28. Tender for the Provision of Agency Workers**

Report attached

 **28. Tender for Provision of Agency Workers.pdf** *Not included*

## **29. Disposal of Kinnegar Logistics Base, Hollywood by MoD – update**

Report attached


 **29. Disposal of Kinnegar Logistics Base update.pdf** *Not included*

 **29. Appendix One - Council letter to MOD 12.6.23.pdf** *Not included*

 **29. Appendix One - Council letter to MOD 12.6.23.pdf** *Not included*

## **30. Minutes of Strategic Policy and Finance Group dated 14 August 2023**

Copy attached

 **Minutes SPFG 14.08.23 (003).pdf** *Not included*

## **31. Matter Arising from Meeting of the Strategic Policy and Finance Group on 23 August 2023 – Leisure Facilities Management**

Copy attached

 **31. Matter Arising from SPFG Meeting held on 23 August 2023 - Leisure Facility Management update.pdf** *Not included*

 **31. Appendix 1- Leisure Facility Management Update.pdf** *Not included*

## **ARDS AND NORTH DOWN BOROUGH COUNCIL**

23 August 2023

Dear Sir/Madam

You are hereby invited to attend a hybrid Meeting (in person and via Zoom) of Ards and North Down Borough Council which will be held at the City Hall, The Castle, Bangor on **Wednesday, 30 August 2023 at 7.00pm.**

Yours faithfully

Stephen Reid  
Chief Executive  
Ards and North Down Borough Council

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

1. Prayer
2. Apologies
3. Declarations of Interest
4. Deputation
  - 4.1. NILGA - NILGA's Purpose and Strategic Direction
5. Mayor's Business
6. Mayor and Deputy Mayor Engagements for the Month of August (Copy attached)
7. Minutes of Council meeting dated 25 July 2023 (Copy attached)
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9. Requests for Deputation
  - 9.1 Sound Around Ards (Report attached)
  - 9.2 Consulate General for Saint Vincent and the Grenadines (Report attached)
  - 9.3 National Trust (Report attached)

10. Ards and North Down Sports Forum Grants (Report attached)
11. Christmas Festival Fund 2023 (Report attached)
12. Cost of Living Crisis - Request to Administer Hardship fund for 2023-2024 (Report attached)
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#### **MEMBERSHIP OF ARDS AND NORTH DOWN BOROUGH COUNCIL**

|                            |                                 |
|----------------------------|---------------------------------|
| Alderman Adair             | Councillor Hollywood            |
| Alderman Armstrong-Cotter  | Councillor S Irvine             |
| Alderman Brooks            | Councillor W Irvine             |
| Alderman Cummings          | Councillor Irwin (Deputy Mayor) |
| Alderman Douglas           | Councillor Kennedy              |
| Alderman Graham            | Councillor Kerr                 |
| Alderman McAlpine          | Councillor MacArthur            |
| Alderman McDowell          | Councillor Martin               |
| Alderman McIlveen          | Councillor McCollum             |
| Alderman Smith             | Councillor McCracken            |
| Councillor Ashe            | Councillor McKee                |
| Councillor Blaney          | Councillor McKimm               |
| Councillor Boyle           | Councillor McLaren              |
| Councillor Cathcart        | Councillor McRandal             |
| Councillor Chambers        | Councillor Moore                |
| Councillor Creighton       | Councillor Morgan               |
| Councillor Cochrane        | Councillor Rossiter             |
| Councillor Douglas         | Councillor Smart                |
| Councillor Edmund          | Councillor Woods                |
| Councillor Gilmour (Mayor) | Councillor Wray                 |



**LIST OF MAYOR'S/DEPUTY MAYOR'S ENGAGEMENTS**  
**FOR JULY 2023**

**Monday 7th August 2023**

- 11:15                      Judging for Britain in Bloom, Donaghadee Community Centre
- 12:30                      Tide & Turf Promotional Photo, Bangor Castle
- 14:00                      Aspects Photo Call, Bangor Castle
- 15:00                      Translink Summer Travel Campaign Photo Call, Bangor Train Station
- 19:00                      Castle Football Club Mayoral Reception, Bangor Castle

**Tuesday 8th August 2023**

- 10:30                      National Play Day, Castle Park, Portaferry

**Friday 11th August 2023**

- 13:00                      Official Opening of Aurora's New Gym, Aurora Leisure Complex, Bangor
- 19:00                      Heritage Sketchbook Project, Boom Studios, 80a High St, Bangor

**Saturday 12th August 2023**

- 10:30                      Ards Allotment Open Day, Ards Allotments, 100 Comber Rd, Ards
- 13:00                      Seaside Revival Photo, McKee Clock, Bangor
- 13:45                      Horse Relay on the Beach, Donaghadee
- 15:00                      Royal North of Ireland Yacht Club Commodore's Reception, RNIYC, 7 Seafront Road, Holywood
- 19:00                      Ulster Youth Orchestra 30th Anniversary, Ulster Hall

**Tuesday 15th August 2023**

- 10:30                      Positive Aging Month Photocall, Bangor Castle

11:20 Presentation by Colostomy UK, Craig Room, Bangor Castle

19:00 Exploris 8th Anniversary & Re-launch of Marine Tank Exploris Aquarium, Portaferry

#### **Thursday 17th August 2023**

10:30 Launch of the Ulster Scots Festival, Community Centre, Donaghadee

#### **Friday 18th August 2023**

12:00 Ards Business Hub Annual Tenant BBQ, Sketrick House, Jubilee Rd, Ards

17:00 Art & Soul International Art Sculpture Fair 2023, Culloden Hotel

#### **Saturday 19th August 2023**

10:45 Ulster Fry World Championships Donaghadee Lemons Wharf, Donaghadee

18:30 Worldwide Missionary Convention, Hamilton Road Presbyterian

19:30 Clandeboye Festival Opening Event, Courtyard, Clandeboye Estate

#### **Sunday 20th August 2023**

13:00 Open House - Ronnie Greer and the All-Star Band, Walled Garden, Bangor

15:00 Optimist Irish National Dinghy Championships, Ballyholme Yacht Club, Bangor

#### **Monday 21st August 2023**

15:00 Comber Pop-up Shop, 4 Castle Street, Comber

17:00 Robin Masefield Book Launch & Mayoral Reception, Bangor Castle

#### **Tuesday 22nd August 2023**

12:00 Minister of State Visit, Ballyholme Yacht Club

16:45 Bowtown Road Project Launch Bowtown Road, Newtownards

**Wednesday 23rd August 2023**

- 13:00 Meeting with Lord Lieutenant & Sheriff, Mayor's Parlour, Bangor Castle
- 18:00 High Street Heroes Awards 2023, Holywood

**Thursday 24th August 2023**

- 13:00 Meeting with RIR, Mayor's Parlour, Bangor Castle
- 15:45 Visit to Masonic Hall Open Day, Masonic Hall, Hamilton Rd, Bangor

**Friday 25th August 2023**

- 10:00 Bangor Chamber of Commerce Annual Business Awards, Craig Room, Bangor Castle
- 13:00 Polish Consul Visit Mayor's Parlour, Bangor Castle
- 18:15 Veteran's Day Parade, Conway Square, Newtownards

**Sunday 27th August 2023**

- 08:00 Peninsula Sea Sprint, Donaghadee Harbour

**Monday 28th August 2023**

- 12:00 Ballywalter Kite Festival, Ballywalter Beach

**Wednesday 30th August 2023**

- 11:30 Good Relations Week Publicising Photo Op
- 13:45 Caremark 10<sup>th</sup> Anniversary Celebration, Bangor Elim

**Thursday 31st August 2023**

- 11:00 Community Orchard Clean up, Portavogie
- 19:00 27<sup>th</sup> Annual Art Exhibition preview evening, St Galls Parish Church

## ARDS AND NORTH DOWN BOROUGH COUNCIL

A hybrid meeting of the Ards and North Down Borough Council was held at the City Hall, The Castle, Bangor and via Zoom, on Wednesday 26 July 2023 commencing at 7.00pm.

|                      |                               |                  |
|----------------------|-------------------------------|------------------|
| <b>In the Chair:</b> | The Mayor, Councillor Gilmour |                  |
| <b>Aldermen:</b>     | Armstrong-Cotter              | Graham           |
|                      | Adair (zoom)                  | McAlpine (zoom)  |
|                      | Brooks                        | McDowell         |
|                      | Cummings                      | McIlveen         |
|                      | Douglas                       | Smith            |
| <b>Councillors:</b>  | Ashe                          | MacArthur        |
|                      | Boyle                         | Martin (7.21 pm) |
|                      | Cathcart                      | McCollum         |
|                      | Chambers                      | McCracken        |
|                      | Creighton                     | McKee            |
|                      | Douglas, L                    | McKimm (zoom)    |
|                      | Edmund                        | McLaren          |
|                      | Hollywood                     | McRandal         |
|                      | Irvine, S (zoom)              | Moore            |
|                      | Irvine, W                     | Rossiter         |
|                      | Irwin (8.07 pm)               | Smart            |
|                      | Kennedy                       | Wray             |
|                      | Kerr                          | Woods            |

**Officers:** Chief Executive (S Reid), Director of Corporate Services (M Steele), Director of Place (S McCullough), Director of Prosperity (A McCullough - zoom), Director of Environment (D Lindsay - zoom), Director of Community and Wellbeing (G Bannister), Head of Communications and Marketing (C Jackson), Democratic Services Manager (J Wilson) and Democratic Services Officer (J Glasgow)

### 1. PRAYER

The Chief Executive opened the meeting with the Council prayer.

### 2. APOLOGIES

Apologies for inability to attend were received from Councillor Cochrane and Councillor Morgan. An apology for lateness was received from the Deputy Mayor (Councillor Irwin) who was attending a mayoral engagement.

### 3. DECLARATIONS OF INTEREST

No declarations of interest were notified.

**NOTED.**

#### **4. MAYOR'S BUSINESS**

The Mayor highlighted that the previous weekend she had the honour of acting as Chieftain at the Pipe Band Championships in Newtownards. She announced with regret that one of the competitors, bagpiper Alec Brown, sadly died, suddenly at the event. On behalf of all Members and staff, she extended her heartfelt condolences to the family and friends of Alec Brown. The Pipe Band community was very close knit and she knew that many would be shocked and saddened to learn of his passing. The Mayor thanked all those who assisted at the scene including St Johns Ambulance, the NIAS, the Air Ambulance and the PSNI.

The Mayor announced that her Chaplain for the year would be Reverend Nigel Parker, Bangor Parish Church. She hoped to announce her charities the following month.

**NOTED.**

#### **5. MAYOR AND DEPUTY MAYOR ENGAGEMENTS FOR THE MONTH OF JULY**

(Appendix I)

**PREVIOUSLY CIRCULATED:-** List of Mayor's/Deputy Mayor's engagements for the month of July.

The Mayor highlighted that July had been a wet month for events. She in particular made reference to the Portaferry Gala Week which she had found enjoyable. Also, the Civic Reception that had been held for the UDR Greenfinches. Having spoken with a number of the Greenfinches she remarked how poignant and important that event had been for them.

**RESOLVED, on the proposal of Councillor McRandal, seconded by Alderman McIlveen, that the information be noted.**

#### **6. MINUTES OF COUNCIL MEETING DATED 5 JULY 2023**

**PREVIOUSLY CIRCULATED:-** Copy of the above minutes.

Proposed by Councillor W Irvine, seconded by Alderman McIlveen, that the minutes be approved.

In respect of Item 9.1 – Minutes of the Environment Committee; Councillor Brooks sought confirmation from the Director that issues in respect of the access management system at HRC's had been resolved. The Director of Environment explained that the preparations were ongoing in relation to implementation of the new booking system which would go live on 4 September 2023. Background work was being undertaken and communication with the public would be advertised shortly.

C.26.07.23PM

10

Councillor Brooks clarified that his question was in relation to the existing policy with regards to ID being requested at HRC's following complaints that policy was not being implemented. He expressed concerns that new policy was being implemented whilst existing policies were not. The Director confirmed that following the query Managers and Supervisors had liaised with all staff on the sites and he confirmed checks for ID were being undertaken.

**NOTED.**

**RESOLVED, on the proposal of Councillor W Irvine, seconded by Alderman McIlveen, that the minutes be approved.**

## **7. REQUESTS FOR DEPUTATION**

### **7.1 Request from Keep Recycling Local – Recycling and the Circular Economy** (Appendix II)

PREVIOUSLY CIRCULATED:- Report from the Chief Executive attaching copy letter dated 3 July 2023 from KRL. A request had been received from Keep Recycling Local (KRL) to present to the Environment Committee on recycling and the circular economy.

KRL was a campaign group, representing several commercial recycling companies, created to help raise awareness about recycling in Northern Ireland.

The Director of Environment had considered this request and commented that full reports were and would be brought forward to the Environment Committee regarding the options for recycling / management of waste. He was of the view that the organisation included membership of businesses that may have a commercial / financial interest in future waste management decisions of the Council, including tender awards, it was suggested that the request for a deputation was therefore declined at this time.

RECOMMENDED that Council declines the request for a deputation from Keep Recycling Local at this time.

Proposed by Alderman McIlveen, seconded by Councillor Smart, that the Council agrees to the request from Keep Recycling Local for a deputation and refers it to the Environment Committee.

Alderman McIlveen felt that for future decision making it would be useful that the Council heard from organisations handling waste such as Keep Recycling Local.

Councillor Smart was in agreement, more information was beneficial and the insight that the lobby group could provide may be useful. He appreciated there may be some biases built into that and it was the role of the Committee to differentiate those and reach the right conclusion.

C.26.07.23PM

11

Councillor McKimm was supportive of hearing the group and he sought clarity as to the specific reasons why the recommendation was to decline the opportunity.

The Director of Environment highlighted that within the report the grounds for the recommendation were summarised. In essence, caution was used for accepting deputation requests from commercial companies in terms of future awarding of tenders etc.

**RESOLVED, on the proposal of Alderman McIlveen, seconded by Councillor Smart, that the Council agrees to the request from Keep Recycling Local for a deputation and refers it to the Environment Committee.**

## **7.2 Marie Curie – How Councils can help with Terminal Illness** (Appendix III)

PREVIOUSLY CIRCULATED:- Report from the Chief Executive attaching copy email from Marie Curie. The report detailed that a request had been received from Marie Curie to present to a future Committee on how the Council could support people impacted by terminal illness within the Borough.

RECOMMENDED that Council agrees to the request and refers it to the Corporate Services Committee.

Proposed by Councillor Boyle, seconded by Councillor Hollywood, that the recommendation be adopted.

Councillor Boyle highlighted that Members were aware of the wonderful organisation that Marie Curie was and how it supported people and families in their journey of need. He welcomed the request and stated that he would be interested to hear how Council could help.

Councillor Hollywood welcomed the request and noted that Marie Curie had requested support in the bereavement process ensuring all information was timely, easily accessible and in plain language. He stated that he had reviewed the Council's website where there was a basic downloadable pdf with generic telephone numbers in relation to bereavement services. Other Council websites in Great Britain had a dedicated section for bereavement support, mobile phone numbers for outside specialised support, email addresses and links to other support services and practical resources. Councillor Hollywood highlighted that as an improvement which the Council could make to provide support.

**RESOLVED, on the proposal of Councillor Boyle, seconded by Councillor Hollywood, that the council agrees to the request from Marie Curie for a deputation and refers it to the Community and Wellbeing Committee.**

## **8. RESOLUTIONS**



**8.1 Electronic Copies of Valid Insurance Certificates for the Purposes of Car Taxation Throughout Northern Ireland Post Offices**  
(Appendix IV)

PREVIOUSLY CIRCULATED:- Correspondence from Newry, Mourne and Down District Council regarding the above resolution.

**RESOLVED, on the proposal of Alderman McIlveen, seconded by Alderman Armstrong-Cotter, that the information be noted.**

**9. PLACE 10X – SUB REGIONAL APPROACH CALL FOR EVIDENCE – ANDBC RESPONSE**  
(Appendix V)

PREVIOUSLY CIRCULATED:- Report from the Director of Prosperity attaching ANDBC Draft Response. The report detailed that the Department for the Economy (DfE) was responsible for the economy across Northern Ireland and the 10X Vision was the Department's plan to create a pathway to transform the entire economy innovatively, inclusively, and sustainably at a regional level. That was a long-term plan where Northern Ireland would become one of the top performing small, advanced economies in the world. With 10X driving ambition at the macro level, and councils leading economic development at a local level in partnership with statutory partners such as Invest NI, there was a need to consider the sub-regional focus and how the three levels link together. That was where Place10X comes in and was why DfE was asking for input to develop that approach.

The Call for Evidence opened in June 2023 and DfE would be working over the coming months to develop a body of information which would inform policy makers and a future Minister for Department for the Economy of what central intervention and support was needed or wanted.

The appendix detailed the proposed response from Ards and North Down Borough Council. Officers would continue to liaise with Departmental officials to further influence and inform implementation of interventions and policy going forward.

The Call for Evidence consultation could be accessed through the link below:  
[PLACE 10X - A Sub-regional economic approach \(economy-ni.gov.uk\)](https://economy-ni.gov.uk/PLACE-10X-A-Sub-regional-economic-approach)

**RECOMMENDED** that Council approves the response set out in this report and it's submission to the Department for the Economy through the Call for Evidence document.

Proposed by Alderman Smith, seconded by Councillor McRandal, that the recommendation be adopted.

Alderman Smith commended the Officers for working through the document and preparing a response. However, he expressed concerns with all issues being put through the lens of the City Deal. He appreciated in the consultation that a balance between a regional and local approach was being sought however he wondered if Officers could take that on board within the consultation. He outlined that the



Borough's economic circumstances were very different to many other Boroughs within the City Deal area. In terms of growing value added per capita and jobs locally in comparison to other Boroughs. Alderman Smith stated that if Council was subsumed within the Belfast Region City Deal area then the Boroughs unique circumstances would be lost and he asked Officers to reemphasise that within the report.

**RESOLVED, on the proposal of Alderman Smith, seconded by Councillor McRandal, that the recommendation be adopted.**

(Councillor Martin entered the meeting – 7.21 pm)

## **10. P24 SITE CLEARANCE/INFRASTRUCTURE**

PREVIOUSLY CIRCULATED:- Report from the Director of Place detailing that Project 24 was a temporary revitalisation project located on Queen's Parade, Bangor funded by the Department for Communities. It utilised 12 bespoke artist pods. The area around the pods was landscaped with seating, a community garden, and an event space called 'The Hub'.

The project opened to the public in April 2013, bringing vibrancy and interest to this city centre location. Initially, the project was proposed for a 2-year period, however, due to its success and the pending Queen's Parade development it was extended.

### **Site Permissions**

Project 24 closed to the public in March 2023, following 10 successful years. Planning consent for the site expired on the 24 April 2023 and for The Hub on the 30 June 2023. Site clearance commenced in April 2023 and had now been completed.

As Members would be aware the Project 24 site was owned by the Department for Communities. A handover meeting with Departmental officials and Council officers took place on the 14 June 2023. That was followed with written confirmation notifying that the Council no longer had a requirement for the site and that full responsibility and liability reverted back to the Department as of Thursday 22 June 2023.

### **Project 24 Infrastructure**

A condition of the Contract for Funding for the project was to ensure the infrastructure within Project 24 was reclaimable, and where possible, to ensure its future use for a regeneration and/or economic benefit within the Borough. The infrastructure that was deemed reclaimable consisted of:

- 12 shipping containers (the pods)
- 1 event space structure (the hub)
- 4 picnic benches
- 4 wooden benches
- 3 large architecturally structured trees

The Council's Assets and Property Section had confirmed the 4 picnic benches and 4 wooden benches would be relocated within the Borough. The 3 large architecturally structured trees had been replanted at Ballymenoch Park.

A high volume of requests had been received from external groups, organisations, businesses and members of the public with an interest in acquiring the Project 24 pods.

An internal meeting took place with officers from a variety of departments across the Council to enquire if the pods and/or the hub could be utilised by Council for projects located within the Borough that demonstrated a regeneration and/or economic benefit. This proved positive and was followed up by an Expression of Interest with the following conditions applied:

All proposed projects must

- be located within the Ards and North Down Borough,
- demonstrate a regeneration and/or economic benefit and that a management plan is proposed for their use,
- ensure funding/budget is in place or will be applied for and
- ensure all statutory approvals are in place or will be applied for

This process and was agreed with DfC.

Five responses were received, assessed, and approved (subject to additional information being provided).

- 1. Kerbside Textile Recycling Scheme, Waste Transfer Station | Lead department: Environment**  
1no container  
Textile recycling collection point.  
*Subject to planning consent*
- 2. Loughview Shelter, Loughview Cemetery | Lead department: Parks and Cemeteries**  
1no container  
Weather protected space for bereaved members of the public with vending opportunities.  
*Subject to planning consent*
- 3. AND In Bloom/ STAND4Trees/ AND Biodiversity, Various locations within Borough | Lead department: Parks and Cemeteries**  
3no containers  
Education and awareness units with vending opportunities.  
*Subject to planning consents and further information re operating model.*
- 4. Greenways Networks, Various locations within Borough | Lead department: Community and Wellbeing**  
3no containers  
Service/repair stations and vending opportunities.  
*Subject to planning consents, budget, and further information re operating model.*
- 5. Cycle Park, Sportsplex, Bangor\* | Lead department: Leisure**

4no containers and event space structure

Cycle workshops, cycle education, cycle maintenance, events, and vending opportunities.

*\*Project subject to PeacePlus funding approval*

Each of the proposed projects demonstrated regeneration and/or economic benefits, with several additional benefits outlined (community, environment, sustainability and revenue/income).

RECOMMENDED that the Council agrees the report to proceed to allocate the containers and event space as detailed.

Alderman McIlveen wished to ask questions for clarification before making a proposal. He asked what process had been undertaken for the suggested distribution of the structures.

The Director of Place explained that Officers firstly had a discussion with the Department of Communities who had provided the original funding. The Department had indicated that their use would need to be for the economic and wellbeing benefits to the Borough. Ideally, they wished for the structures to remain in Council ownership to ensure use and ongoing maintenance. Officers had prepared an expression of interest form and, distributed that round the Council departments and there had been significant response. A criteria then was applied under economic and regeneration benefits and the list was detailed within the report. Officers had all guaranteed their use with the exception of the PeacePlus project at Bangor Sportsplex which was subject to funding. That funding was due to be confirmed in the first week in August. If that funding was unsuccessful then Officers would relook at other internal use.

Alderman McIlveen recalled that previously it was the intention that the structures would be moving from the site to McKee Clock or elsewhere in the Borough. He questioned when the decision had been made that the structures would be distributed across the Council. The Director outlined that the structures did not form part of the Queen's Parade development at the McKee Clock Arena although she was aware of discussions that had taken place with Tourism regarding use as potential markets.

Councillor Douglas advised that she had been contacted by a youth sports club within the Comber DEA who had also made contact with Council Officers. They had expressed an interest in the use of one of the pods to facilitate equipment storage. During the process, she wondered if consideration had been given to this type of group. The Director advised that there had been significant interest from a range of external bodies including sporting clubs, enterprise bodies etc. As detailed, DfC had indicated that would prefer to see the pods remain within Council ownership. She stated that was a decision for Council if it wished to look at external use however noted that the demand would be much higher than the supply.

Councillor Cathcart referred to the criteria and the regeneration and/or economic benefit and wondered if those existed in each of the suggested uses. There were potential uses within the DEA's and he was in favour of a more open call being

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explored. He recognised that further conversations would need to occur with DfC. Councillor Cathcart asked if the Council owned the structures.

The Director confirmed that the Council owned the structures through DfC funding and their approval was required for disposal.

Councillor Cathcart felt that the uses identified were also valid and would like to see both Council and external schemes explored. He wondered if the matter could be brought back to the appropriate Committee and he asked if there was a timeframe.

The Director stated that Officers could relook at the matter and have a further conversation with DfC. The matter could then be brought back to the Place and Prosperity Committee at the appropriate time. The area had already been cleared and the pods were sitting in the depot for storage she therefore would like to see them used before they were vandalised.

Proposed by Councillor Cathcart, seconded by Councillor Douglas, that the Council does not accept the recommendation but agrees that Officers explore with DfC the potential external use of the Pods and refers the matter back to the Place and Prosperity Committee.

Councillor McKimm expressed his disappointment that the proposals contained within the report were being disregarded without providing economic and regeneration benefit to the community. He referred to No 5 which was subject to funding, that would bring great advantage to the community and the receipt of the structures being integral to the project moving forward. He outlined that in his opinion the proposals contained in the report had been brought forward by Officers, were supported and brought value.

In respect of the comments of Councillor McKimm, Councillor Martin noted that Councillor Cathcart was not saying there was no benefits to the proposals contained rather than DfC were suggesting a stringent criteria for their use and was limiting the Officers ability to explore elsewhere. He noted some of the structures were large and well fitted out and was unsure if some of the uses were the best utilisation of the structures.

Alderman Smith was of the understanding that the proposal was to relook at the matter and there were no reasons why the projects contained would remain the result. He felt it was worth taking a little time to ensure the best use of the structures for the benefit of the Borough.

In relation to the proposal Councillor McRandal raised a question regarding the process and timeframes. The Director stated that firstly Officers would re-ask DfC regarding external use. Hopefully by the September Place and Prosperity Committee Officers would be able to bring back the proposed process in relation to the call out and a scoring criteria. Then bring back the proposals to Committee or Council November/ December. She highlighted that the Council did not have the money for the transportation of the structures and for the internal uses one of the criteria was there had to be funding available for the transportation.

Councillor McRandal asked about the cost of transportation. The Director advised that she was unsure of the exact cost however dependent on the use, the structures did require a base and the majority of them may need planning approval.

Referring to the timeline outlined, Councillor McRandal sought confirmation that timeline was realistic. The Director confirmed that she hoped agreement could be reached before Christmas.

Alderman Douglas felt the report was adequate and she liked the idea of some the proposals. She raised a question regarding contingency plans if the PeacePlus funding was not successful. The Director advised that if the funding was not successful it would be the intention to re-look to identify if there was any other need internally and bring back a report to Council in that regard.

In general terms, Alderman Douglas welcomed the report and the infrastructure being reused. She referred to the hedging that had been removed and advised that an environmental group had been in contact to say it would be helpful if consultation had occurred regarding that re-use.

Councillor Smart was supportive of a second look being undertaken. He sought clarity regarding the PeacePlus application if the proposal on the floor was accepted. The Director advised that they were to receive funding confirmation in the first week of August, if that was successful they would be advised that the decision regarding the structures would be subject to a future decision of the Place and Prosperity Committee.

The proposal was put to the meeting and declared CARRIED, with 22 voting FOR and 13 AGAINST.

**RESOLVED, on the proposal of Councillor Cathcart, seconded by Councillor Douglas, that the Council does not accept the recommendation but that Officers explore with DfC the potential external use of the Pods and refers the matter back to the Place and Prosperity Committee.**

**11. REQUEST FOR LETTER OF SUPPORT FROM KINGS CHURCH  
(FILE RDP56)  
(Appendices VI, VII)**

PREVIOUSLY CIRCULATED:- Report from the Director of Place attaching letter dated 3 July 2023 from Chair of Trustees and draft Letter of Support. The report detailed that as Members are aware, the Council had ambitious plans for Bangor Waterfront as part of the Belfast Region City Deal. A letter had been received from the Trustees of Kings Church Bangor, which sat along the 2-mile stretch of Bangor Waterfront, advising of their plans to renovate the Kings Church building and explore ways that the facility could be used to benefit the community in future years.

As outlined in their letter, Kings Church had already opened their doors to a range of community activities, but they were keen to use the building to do more to support the vision of regeneration within Bangor Waterfront. The Director of Place met with the trustees recently who outlined their intention to improve accessibility, hospitality



facilities and the frontage of the building. The vision they outlined for the project would complement the Council's own plans.

The Church was currently applying for grants to refurbish the building, particularly to ensure that it was fully accessible and was requesting a letter of support from the Council to be used when submitting applications to Charitable Trusts for grant funding. They were not seeking funding from Council.

**RECOMMENDED** that Council approves the provision of a letter of support to Kings Church for use when submitting grant applications.

Proposed by Alderman Douglas, seconded by Councillor Cathcart, that the recommendation be adopted.

Alderman Douglas welcomed the recommendation noting that King's Church was a great hub within the community however it would be great to achieve some inward investment and anything the Council could do to aid that would be very helpful.

Councillor Cathcart echoed those comments and highlighted the activities and great work already carried out by the Church within the local community.

In terms of help and support for the Church, Councillor W Irvine asked if there were any current funding streams that the Council could point the Church towards.

The Director of Place advised that the Church were not requesting direct financial support from the Council and were keen to be part of the Bangor waterfront vision. Through the Council's 'grant finder', Officers would assist them in searches for funding.

**RESOLVED**, on the proposal of Alderman Douglas, seconded by Councillor Cathcart, that the recommendation be adopted.

## **12. LETTER FROM NILGA CHIEF EXECUTIVE** (Appendix VIII)

PREVIOUSLY CIRCULATED:- Report from the Director of Corporate Services attaching Letter from NILGA Chief Executive. The report detailed that the Council had received a letter from the Chief Executive of NILGA, Alison Allen. The letter made two requests which could be summarised as follows (full letter attached to the report for reference):

1. That at the early stages of the new Council term, if time could be set aside for the political leadership of NILGA, supported by the Chief Executive, to engage with Elected Members. The engagement would focus on NILGA's purpose and strategic direction, as articulated in the new Corporate Plan 2023-2027; and
2. That consideration be given to securing political agreement for the NILGA annual subscription for the 4-year local government term, rather than returning to the discussion annually.

If Council was to agree to the request at point 1 above, Officers would request a deputation from NILGA at the next meeting of Council in August.

RECOMMENDED that Council note this report and:

1. Considers inviting NILGA to make a deputation at the Council meeting in August; and
2. Considers the request from NILGA to make a commitment to the NILGA subscription for the 4-year local government term, rather than an annual commitment.

**RESOLVED, on the proposal of Alderman McIlveen, seconded by Councillor McRandal, that the Council invites NILGA to make a deputation at the Council meeting in August; and defers the request in respect of the NILGA subscription until after that deputation was heard.**

### **13. IN CONFIDENCE CLASSIFICATION OF COUNCIL REPORTS**

PREVIOUSLY CIRCULATED:- Report from the Director of Corporate Services detailing that ahead of the new Council term, Officers endeavoured to update the list of 'report classifications' in the report template to align the list more closely with the descriptions of exempt information contained in the Local Government Act (NI) 2014 (Schedule 6, Part 1). Those were:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the council holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the council or a government department and employees of, or office holders under, the council.
5. Information in relation to which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the council proposes— (a) to give under any statutory provision a notice by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any statutory provision.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Historically, the Council's 'in confidence' report classifications were as follows:

- Legal In Confidence
- Commercial in Confidence
- Staff in Confidence

It was considered that these did not accurately and fully represent the list detailed in the 2014 Act. In order to uphold the Council's commitment to transparency of information to the public, the classifications were updated as follows:

1. Exemption: relating to an individual
2. Exemption: likely to reveal the identity of an individual
3. Exemption: relating to the financial or business affairs of any particular person

4. Exemption: consultations or negotiations
5. Exemption: a claim to legal professional privilege
- 6.a. Exemption: statutory provision
- 6.b. Exemption: order or direction under any statutory provision
7. Exemption: prevention, investigation, or prosecution of crime

A new report template was devised and had been in use following the Annual Meeting on 7 June 2023.

#### **Determining whether an item is 'In Committee'**

Schedule 6, para 9 of the 2014 Act states that it is, '*exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information*'. Report classifications are recommended to the Council by Senior Officers. It was the role of the Chair in the meeting, before taking such items, to seek a proposer and seconder to go into Committee.

RECOMMENDED that Council notes the updated list of report classifications for items taken 'In Committee'.

Proposed by Alderman McIlveen, seconded by Councillor Edmund, that the recommendation be adopted.

Alderman McIlveen felt it was useful for people to understand why information was excluded.

Councillor Woods referred to schedule 6 and asked for clarity in that regard. The Chief Executive outlined that statutory provision would likely be a regulatory or enforcement matter where the person could be identified.

Councillor Woods noted that there had been occasions when Members had challenged items that had been in confidence. She asked if a decision to take an item out of confidence could be challenged prior to a meeting and when an item was considered out of confidence what were the potential ramifications in respect of the Code of Conduct.

The Chief Executive referred to the items that were in committee as an example where it showed a reason for exemption based on the recommendation and that was the advice of the Council Officers. The decision to take an item out of committee required Council or Committee approval therefore could not occur prior to a meeting. In a situation where an item was proposed to be taken out of committee it was important for Members to carefully consider the advice from a Senior Officer and implications from it.

Councillor Woods asked where health and safety fell within the classifications. The Chief Executive stated that was dependent on the nature and specifics but likely under 6 (b) – statutory provision.

Alderman McDowell had raised the matter at a previous Committee meeting and the need to clearly show 'In Confidence'. The Chief Executive stated that the minutes



were clearly marked were an item was in confidence and he confirmed that would be included in the report template too.

Councillor McKimm referred to breaches of in confidence items and asked the process followed when there had been breaches and if the consequences had ever been applied to a Member. The Chief Executive stated that the Code of Conduct was mandatory and clear and in such situations a complaint could be made to the Ombudsman. In situations where confidential information had been provided to the press, Officers would undertake an internal investigation and try to find out the source. However, he noted that Council Officers had no legal powers in that regard, those lay with the Ombudsman and they published adjudications on their website.

**RESOLVED, on the proposal of Alderman McIlveen, seconded by Councillor Edmund, that the recommendation be adopted.**

#### **14. LETTER OF SUPPORT FOR THE REGENERATION OF FORMER DANSKE BANK FUNDING APPLICATION**

(Appendix IX)

PREVIOUSLY CIRCULATED:- Report from the Director of Prosperity attaching ANDBC Letter of Support. The report detailed that Members may be aware that in 2021/2022 Kilcooley Women's Centre (KWC) acquired the former Danske Bank, Main Steet Bangor. Since then, the organisation had been investigating sources of funding which would assist to revitalise the building and support a programme of interventions, attract more footfall into the centre of Bangor and create a multi-function building to deliver for both the business and wider community.

At the beginning of July 2023 an opportunity arose to apply for funding within a very short window, under the Shared Prosperity Community Ownership Fund, with a closing date of 12 July. The Chief Executive of KWC contacted the Head of Economic Development seeking a letter of support for this application, which would also help to leverage further funding from sources such as, the National Lottery Heritage Fund and Biffa Awards.

Due to the short turnaround, there was not enough time to take a request for support to Council before the end of July so, retrospective approval was now sought for the Letter of Support issued to support the KWC funding application which would benefit the regeneration of one of the key buildings within the City Centre.

RECOMMENDED that Council provides retrospective approval for the letter of Support for KWC's funding application for the regeneration of the former Danske Bank building.

Proposed by Councillor Cathcart, seconded by Councillor Hollywood, that the recommendation be adopted.

Councillor Cathcart welcomed the work that occurred to the former Danske Bank building and he was pleased to see the building active again. There was space available for people to co-work with the building being an ideal location. Councillor Cathcart wished Kilcooley Women's Group well.

Councillor Hollywood commended the retrospective action. He was aware of the sterling work carried out by Kilcooley Women's Group and he wished them well in this application.

**RESOLVED, on the proposal of Councillor Cathcart, seconded by Councillor Hollywood, that the recommendation be adopted.**

**15. LEVELLING UP FUNDING TOWARDS BUSINESS CASE FOR WHITESPOTS GATEWAY PROJECT (RDP28 AND RDP208)**

(Appendix X)

PREVIOUSLY CIRCULATED:- Report from the Director of Place attaching letter from DLUHC. The report detailed that the Department for Levelling Up, Housing and Communities (DLUHC) had written to advise the Council that a Capacity and Capability Grant payment of £70,000 had been made to Ards and North Down Borough Council for the 2023-24 year.

Members would be aware that Council previously received an allocation of £220,000 from DLUHC to ensure the successful delivery of our Levelling Up Projects. Council agreed in March to allocate this funding to two posts, to be permanently filled, in the Capital Project Unit.

Council previously approved the Masterplan for Whitespots Country Park, and Members would also be aware that Council successfully secured £7.4m from the Complementary Fund to support the delivery of Phase 1 and were in the process of appointing the Integrated Consultancy Team to further develop the masterplan and associated planning application.

The wider vision for Whitespots included a new Gateway Centre, incorporating visitor facilities and interpretation for the site including its mining heritage, environment and world war heritage, the Somme Museum and potential wider military heritage. Council had hoped to have applied to funding streams such as Peace Plus measure 4.1 (Reimaging Communities) for the delivery of the Whitespots Gateway Project. However as reported to June's Community and Wellbeing Committee, due to the funder's timescales and other requirements, Council was not in a position to submit an application. Members were advised in June that there may be future funding opportunities but that an Outline Business Case would be required to assist in submitting a funding application, with the project having achieved planning approval, or have a detailed timeline to achieve planning.

In order to move towards having a 'shovel ready' project for future potential funding streams, it was therefore requested that Council agreed to allocating the recently received £70,000 DLUHC funding towards the development of a Business Case for the Whitespots Gateway Project.

**RECOMMENDED** that Council agrees to allocate the Department for Levelling Up, Housing and Communities Capacity and Capability Grant payment of £70,000 to the development of an Outline Business Case for the Whitespots Gateway Project.

Proposed by Councillor Smart, seconded by Alderman McIlveen, that the recommendation be adopted.

Councillor Smart congratulated the Chief Executive and the Officers involved in securing the funding. Whitespots was a hidden gem within the Borough with the views and mining heritage. The gateway project was significant in developing the story of the area. Councillor Smart recognised that the business case was the first step but was welcomed and asked the timeline involved.

The Director advised that Officers would like to move as quickly as possible. However a brief needed to be developed and realistically businesses cases took 6 months to work up. She hoped that within a year a business case could be brought back to Council in preparation for future funding streams.

Councillor Smart asked if the Somme Centre would be included within the business case. The Director confirmed that to be correct. Adding to that, the Chief Executive explained that a parallel business case was being undertaken by the Somme Association with Council support. The Somme Association had received monies from the heritage lottery fund on their resilience programme. It was important that these two pieces of work occurred together and were interrelated.

Alderman McIlveen welcomed the work and felt it was important piece for the Borough with the historical aspect.

**RESOLVED, on the proposal of Councillor Smart, seconded by Alderman McIlveen, that the recommendation be adopted.**

## **16. GRANT OF PAVEMENT CAFÉ LICENCES (FILE LR PCL / 90101)**

PREVIOUSLY CIRCULATED:- Report from the Director of Environment detailing that the following applications have been received for the grant of a Pavement Café Licence:

### **1. Noble Restaurant, 27 Church Road, Holywood**

**Applicant:** Mr Saul McConnell, 35 Piney Lane, Belfast

**Day and hours of use:**

|                     |               |
|---------------------|---------------|
| Thursday - Saturday | 12:00 – 23.00 |
| Sunday              | 13:00 – 20:00 |

### **2. Giuseppe's Italian Pizzeria, 33 Frances Street, Newtownards**

**Applicant:** Mr William Cariaga Medina, 35 Manse Gate, Newtownards

**Day and hours of use:**

|                   |               |
|-------------------|---------------|
| Monday - Saturday | 10:00 – 23.00 |
|-------------------|---------------|

### **3. Millars Fish & Chips, 117 High Street, Bangor**

**Applicant:** Mr Stuart Millar, 39 Tullynagardy Road, Newtownards

**Day and hours of use:**

Monday - Tuesday 12:00 – 21:00

Wednesday – Saturday 11:30 – 21:00

### **4. Boardwalk Social, 6-8 Quay Street, Bangor**

**Applicant:** Mr Stephen Mackie, 14 Stonebridge Drive, Bangor

**Day and hours of use:**

Monday - Sunday 09:00 – 17:00

### **5. The Parlour Bar, 4 Castle Place, Newtownards**

**Applicant:** Mr John Clarke, 36 Ballycrochan Road, Bangor

**Day and hours of use:**

Monday - Saturday 11:00 – 23:00

Sunday 12:30 – 22:00

### **6. Little Wing, 37-39 Main Street, Bangor**

**Applicant:** Mr Jamie Mendez, 3 Hill Street, Belfast

**Day and hours of use:**

Monday - Sunday 11:00 – 22:00

#### **Comment**

The applications have been publicly displayed on the relevant premises for 28 days as required in the legislation. No objections have been received.

DFI Roads and the Planning Service had been consulted and where necessary the PSNI. No objections had been raised to these applications.

Under the agreed conditions of licence, the pavement cafes would be required to:

- only use the agreed area to be outlined in the licence,
- provide only the approved furniture,
- completely remove any furniture from the pavement at the end of each day's trading
- keep the area used for the café to be kept clean of litter and liquid spills.

RECOMMENDED that that the Council grants the above licences.

**RESOLVED, on the proposal of Alderman Brooks, seconded by Councillor Woods, that the recommendation be adopted.**

**17. GRANT OF ENTERTAINMENT LICENCES (FILE LR 100 / 90101)**

PREVIOUSLY CIRCULATED:- Report from the Director of Environment detailing that applications had been received for the grant of entertainment licenses as follows. The PSNI and NIFRS had been consulted and there were no objections.

**Newtownards Orange Hall, Mary Street, Newtownards BT23 4DG**

**Applicant:** David Lowry, William Street, Newtownards

**Days and Hours:**

Thursday and Friday between the hours of 18.00 and 23.00 hrs  
Saturday between the hours of 14.00 and 23.00 hrs

**Type of entertainment:** Theatrical performances, indoor dancing, singing and music or any other entertainment of a like kind; equipment for playing snooker or similar games.

Environmental Health had recommended that to reduce noise disturbance to neighbouring premises the windows and doors should be maintained closed during entertainment.

**The Parlour Bar, 4 Castle Place, Newtownards BT23 7JF**

**Applicant:** John Clarke, 36 Ballycrochan Road, Bangor

**Days and Hours:** Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

**Type of entertainment:** Indoor dancing, singing and music or any other entertainment of a like kind; machines for entertainment and amusement.

RECOMMENDED that the Council grants the applications as indicated.

Proposed by Councillor Wray, seconded by Alderman McIlveen, that the recommendation be adopted.

Alderman McIlveen noted that the Entertainment Licence for the Orange Hall been agreed at the last Council meeting.

(Councillor Irwin entered the meeting – 8.07 pm)

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**RESOLVED, on the proposal of Councillor Wray, seconded by Alderman McIlveen, that the recommendation be adopted.**

Alderman Graham wished to be recorded as against as he did not support entertainment on a Sunday, the Lord's Day.

**18. PROPOSED STREET NAMING - BALLYMENOCH DEMENSE, HOLYWOOD (FILE FP/2022/2005/MAST / 91200)**

PREVIOUSLY CIRCULATED:- Report from the Director of Environment detailing that a small development comprising of 6 dwellings was currently under construction on lands adjacent to 32 Ballymenoch Road, Hollywood.

The developer had suggested the name Ballymenoch Demesne as the site lay on the boundary of The Ballymenoch Demesne and was in keeping with the general neighbourhood.

RECOMMENDED that the Council adopts the street name of Ballymenoch Demesne for this development and that the Council accepts the general name and delegate acceptance of suffixes to the Building Control department.

**RESOLVED, on the proposal of Councillor McRandal, seconded by Councillor Hollywood, that the recommendation be adopted.**

**19. PROPOSED STREET NAMING - OAK MEADOW DEVELOPMENT NEWTOWNARDS (FILE FP/2023/0907/MAST AND FP/2023/3141/MAST / 91200)**

PREVIOUSLY CIRCULATED:- Report from the Director of Environment detailing that a large development comprising of 450 dwellings was currently under construction on the Bangor Road, Newtownards. Phase 1 had now commenced with 75 planned dwellings being built.

The developer had suggested the name for the overall site as Oak Meadow, and the suffixes would be added as Oak Meadow Avenue, Oak Meadow Close, Oak Meadow Avenue Walk, Oak Meadow Way. The developer had stated that they would plant native Irish trees and was in keeping with the general neighbourhood

RECOMMENDED that the Council adopts the street names of Oak Meadow Avenue, Oak Meadow Close, Oak Meadow Walk, Oak Meadow Way, Newtownards for this development and that the Council accepts the general name and delegate acceptance of suffixes to the Building Control department.

**RESOLVED, on the proposal of Alderman Graham, seconded by Councillor Kerr, that the recommendation be adopted.**

**20. SEALING DOCUMENTS**



**RESOLVED, on the proposal of Councillor Wray, seconded by Councillor Edmund, that the Seal of the Council be affixed to the following documents:-**

- a. Grant of Rights of Burial Nos D40058 to D40096
- b. Sealing of ANDBC and Doran Consulting Contract for the Ward Park Redevelopment Project
- c. Deed of Assignment in triplicate in respect of the Chandlery
- d. Licences to Underlet in triplicate in respect of the Chandlery, Brokerage and Boatyard
- e. Licences in triplicate in respect of the Deed of Release
- f. Grant of Easement between Ards & North Down Borough Council and Glen Road Developments Ltd for Premises at Main Street, Kircubbin

## **21. TRANSFER OF RIGHTS OF BURIAL**

Joan Emery – Hazel McKeown, Movilla Cemetery Section 55 Grave 338

David Ewing – Warren Ewing, Clandeboye Cemetery Section KX Grace 4528

**RESOLVED, on the proposal of Councillor MacArthur, seconded by Councillor Kerr, that the transfer of rights of burials be approved.**

## **22. NOTICE OF MOTION STATUS REPORT**

(Appendix XI)

PREVIOUSLY CIRCULATED:- Report from the Chief Executive attaching Notice of Motion Status Report.

RECOMMENDED that the Council notes the report.

**RESOLVED, on the proposal of Alderman McIlveen, seconded by Alderman P Smith, that the recommendation be adopted.**

## **23. NOTICES OF MOTION**

23.1 Notice of Motion submitted by Councillor McKee and Councillor Woods

That this Council notes the importance of an accessible network of defibrillators in aiding the preservation of life in an emergency. It therefore tasks officers to bring back a report that explores the potential increase in provision of defibrillators on Council land and at Council facilities across our Borough, working with organisations, businesses and landowners via the community planning network. This would include provision in areas that are not located close to defibrillators already in the wider network, but where residents undertake outdoor leisure activities.

The Mayor advised that the Notice of Motion had been withdrawn.

**NOTED.**

**24. SOUTH EASTERN HEALTH AND SOCIAL CARE TRUST -  
CONSULTATION ON THE FUTURE PROVISION OF URGENT  
AND EMERGENCY CARE SERVICES – ARDS AND NORTH  
DOWN AREA**  
(Appendix XII)

PREVIOUSLY CIRCULATED:- Copy correspondence in respect of the above.

Proposed by Councillor W Irvine, seconded by Alderman McIlveen, that the Council writes to Mr Peter May, the Permanent Secretary of the Department of Health expressing the Council's disappointment at the Trust's decision to recommend the closure of Bangor and Ards minor injuries units and calls for no decision on the matter to be made until the Northern Ireland Assembly is restored.

Councillor W Irvine referred to the massive public petition in respect of the matter which had over 19,000 signatures. With regards to the consultation 83% of respondents were not in favour of the Trust's proposal. He viewed the public consultation held as stage managed pushing towards one particular outcome. There was no funding available for the Urgent Care Centre with the infrastructure at the Ulster Hospital being unable to cope with the additional people. Such decisions needed to be taken by someone who was locally accountable, not a civil servant. Councillor W Irvine hoped the proposal could be supported and make the Council's position clear to the Permanent Secretary.

Alderman McIlveen expressed disappointment with the decision taken by the Trust. As alluded to by Councillor W Irvine, the consultation felt stage managed and a box ticking exercise. The results would not deliver good outcomes for the people of Ards and North Down.

Councillor McKimm referred to the negative impact the proposal would have on people's health and wellbeing. He recalled the time when Members had highlighted to the Trust that their plans were convoluted, complex, unusable, not user friendly and therefore people would fail to engage. The petition had presented nearly 20,000 signatures yet the Trust ignored those views. Councillor McKimm felt there were questions to answer on the lawfulness of many parts of the consultation process and he felt the matter was not over. Councillor McKimm added his support to the proposal.

Councillor McRandal stated that the Alliance Party would not be supporting the proposal with their stance having been clear on the issue throughout. The planned changes were in line with the recommendations that had been signed up by the five main political parties and those clinicians on the front-line. The changes were required to ensure the survival of the struggling health service. The two staged process would increase capacity for treating minor injuries and providing urgent care with longer opening hours. It would reduce the burden on A&E at the Ulster and ensure there would access to doctors and additional treatment on site. Councillor McRandal thanked the Trust staff for collating the responses and providing a response to key issues. He noted that the Trust had made a commitment to monitor the impact of the changes and improve on communications in relation to support for



travelling to hospital sites, appropriate care for minor injuries and on that crucial difference between urgent and emergency care. For the proposals to be successful it was for Members as public representatives to hold the Trust to account when appropriate and ensure potential issues were adequately addressed. Councillor McRandal thanked the Trust staff who had made themselves readily available during the consultation process and to the members of the public who had responded to the consultation.

Councillor Woods noted that it stated within the correspondence that the final decision rested with the Department of Health. However, it was her understanding that through the changes made to the Executive Functions Act that may be a decision made by the Permanent Secretary. She wondered if the proposer and seconder would be content to clarify where the responsibility for the decision making rested.

Councillor W Irvine was happy to include that within his proposal and requested a recorded vote. Alderman McIlveen, as seconder was also content.

Councillor Kennedy expressed his disappointment regarding the outcome and felt the Trust had adopted an arrogant, evasive and dishonest position through the complex way of providing a response, the staged public engagement event and the spin employed to avoid providing straight answers. Councillor Kennedy felt there had been a total absence of sincerity from the Trust and a high-handed response to take on any alternative views. He stated that he had never witnessed such disregard of public opinion. Councillor Kennedy further alluded to his concerns regarding the process.

Councillor McKee supported the proposal and stated that the residents should be proud of the fight that they made on the issue with the majority of residents not supporting the proposals.

Alderman Graham expressed his disappointment and called into question if the process was genuine. He referred to the amount of schools and children within the Ards and North Down area and the need to have a facility for those children close to hand for the treatment of minor injuries. Also, he referred to the rural inter-land within the people of the Ards Peninsula had a long distance to travel for the treatment of minor injuries.

Councillor Edmund referred to issues faced by the people of Ards Peninsula and expressed his disappointment regarding the outcome.

Alderman Adair stated that the people that were adversely affected were those from the Ards Peninsula particularly those in Portaferry. He failed to see what rural proofing had taken place.

Alderman Smith added his support to the proposal and expressed concern that the decision illustrated the ineffectiveness of politics currently in Northern Ireland. He noted that ultimately the final decisions had no democratic input. He felt the Executive could have made a better decision rather than one made by unelected bureaucrats.

Councillor Boyle added his support to the proposal and noted the concerns expressed regarding the impact the outcome would have on the people in Portaferry. The political parties had signed up to Bengoa to transform care not a cut in service. He outlined his concerns regarding the consultation process.

Councillor W Irvine thanked Members for their comments and expressed disappointment that not all parties could not support the proposal.

A recorded vote was requested which resulted as follow:

| <b>FOR (26)</b>    | <b>AGAINST (11)</b> | <b>ABSTAINED (0)</b> | <b>ABSENT (3)</b>  |
|--------------------|---------------------|----------------------|--------------------|
| <b>Aldermen</b>    | <b>Aldermen</b>     |                      | <b>Councillors</b> |
| Adair              | Douglas             |                      | Blaney             |
| Armstrong-Cotter   | McAlpine            |                      | Cochrane           |
| Brooks             | McDowell            |                      | Morgan             |
| Cummings           |                     |                      |                    |
| Graham             |                     |                      |                    |
| McIlveen           |                     |                      |                    |
| Smith              |                     |                      |                    |
| <b>Councillors</b> | <b>Councillors</b>  |                      |                    |
| Boyle              | Ashe                |                      |                    |
| Cathcart           | Creighton           |                      |                    |
| Chambers           | Irwin               |                      |                    |
| Douglas            | McCollum            |                      |                    |
| Edmund             | McCracken           |                      |                    |
| Gilmour            | McRandal            |                      |                    |
| Hollywood          | Moore               |                      |                    |
| Irvine, S          | Rossiter            |                      |                    |
| Irvine, W          |                     |                      |                    |
| Kennedy            |                     |                      |                    |
| Kerr               |                     |                      |                    |
| MacArthur          |                     |                      |                    |
| Martin             |                     |                      |                    |
| McKee              |                     |                      |                    |
| McKimm             |                     |                      |                    |
| McLaren            |                     |                      |                    |
| Smart              |                     |                      |                    |
| Woods              |                     |                      |                    |
| Wray               |                     |                      |                    |

**RESOLVED**, on the proposal of Councillor W Irvine, seconded by Alderman McIlveen, that the Council writes to Mr Peter May the Permanent Secretary of the Department of Health expressing our disappointment at the Trust's decision to recommend the closure of Bangor and Ards minor injuries units and calls for no decision on the matter to be made until the Northern Ireland Assembly is restored. Furthermore, that clarity is sought from the Permanent Secretary regarding who legally makes the final decision in respect of the closure.

## **25. CONSULTATION DOCUMENTS**

### **25.1 Ending Violence Against Women and Girls Strategic Framework & Action Plan** (Appendix XIII)

PREVIOUSLY CIRCULATED:- Copy correspondence in respect of the above consultation. Closing date for response 3 October 2023. Document available at [Consultation on a Strategic Framework to End Violence Against Women and Girls and Foundational Action Plan. | The Executive Office \(executiveoffice-ni.gov.uk\)](#)

Proposed by Alderman McIlveen, seconded by Councillor Wray, that the consultation be referred to the Community and Wellbeing Committee.

Councillor Wray welcomed the consultation paper which was an issue he felt very strongly about. He feared that by simply noting the consultation the Council would be undermining the seriousness of the issue and neglecting its responsibility to work collaboratively with partners to address the problem. The vision for the framework was a changed society where women and girls were free from all forms of gender based violence, abuse and harm including attitudes, systems and structural inequalities which caused them. The framework aimed to work together as partners to eradicate forms of violence against women and girls. There were four key themes within the framework; prevention, protection and provision, the justice system and working better together. Councillor Wray stated that he was pleased that prevention was weighted most within the framework as he felt that would do most to protect victims and potential victims. Councillor Wray outlined statistics which had been presented by Women's Aid stating that preventive work with men and young men was vital. He encouraged Members and Council Officers to engage with the consultation and be part of the solution to ending violence against women and girls.

**RESOLVED, on the proposal of Alderman McIlveen, seconded by Councillor Wray, that the consultation be referred to the Community and Wellbeing Committee.**

### **25.2 Children's Rights Impact Assessment and Rural Need Impact Assessment for the Executive Office's Spending Plans for 2023-24** (Appendix XIV)

PREVIOUSLY CIRCULATED:- Copy correspondence in respect of the above consultation. Closing date for response 2 October 2023. Document available at [Consultation on the Children's Rights Impact Assessment and Rural Need Impact Assessment for the Executive Office's Spending Plans for 2023-24 | The Executive Office \(executiveoffice-ni.gov.uk\)](#).

Proposed by Councillor McRandal, seconded by Alderman Graham, that the consultation be noted.

Councillor Woods asked if the Youth Council would have an interest in providing a consultation response. The Chief Executive stated that the consultation was open to anyone to respond. Councillor Woods noted that there were newly elected

representatives to the Youth Council and she proposed that the consultation be sent to the Youth Council from the Council.

The Mayor noted there was already a proposal to note on the floor.

**RESOLVED, on the proposal of Councillor McRandal, seconded by Alderman Graham, that the consultation be noted.**

### **EXCLUSION OF PUBLIC/PRESS**

**AGREED, on the proposal of Alderman Armstrong-Cotter, seconded by Councillor Edmund, that the public/press be excluded during the discussion of the undernoted items of confidential business.**

#### **26. REQUEST FROM MARKETPLACE INTERNATIONAL LTD TO HOLD A MARKET AT CONWAY SQUARE, 5 – 7 SEPTEMBER 2023**

(Appendix XV)

**\*\*\*IN CONFIDENCE\*\*\***

**NOT FOR PUBLICATION SCHEDULE 6 – INFORMATION RELATING TO THE FINANCIAL OR BUSINESS AFFAIRS OF ANY PARTICULAR PERSON (INCLUDING THE COUNCIL HOLDING THAT INFORMATION)**

The Council has received a request from Market Place Europe Limited to hold an international market at Conway Square, Newtownards, using the square from Monday evening 4<sup>th</sup> September to Thursday evening 8<sup>th</sup> September 2023. The report recommended that Council agrees to the request for an International Market at Conway Square on the dates requested, subject to the terms and conditions.

**RESOLVED, that the recommendation be adopted.**

#### **27. MINUTES OF THE STRATEGIC POLICY AND FINANCE GROUP MEETING DATED 6 JULY 2023**

(Appendix XVI)

**\*\*\*IN CONFIDENCE\*\*\***

**NOT FOR PUBLICATION SCHEDULE 6 – INFORMATION RELATING TO THE FINANCIAL OR BUSINESS AFFAIRS OF ANY PARTICULAR PERSON (INCLUDING THE COUNCIL HOLDING THAT INFORMATION)**

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

**RESOLVED, on the proposal of Alderman McIlveen, seconded by Alderman Armstrong-Cotter, that the minutes be approved and adopted with the undernoted amendments:**

C.26.07.23PM

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**In respect of Item 6 – EXEMPTION: RELATING TO THE FINANCIAL OR BUSINESS AFFAIRS OF ANY PARTICULAR PERSON. (INCLUDING THE COUNCIL HOLDING THAT INFORMATION)**

**In respect of Item 9 – SPFG Meeting Schedule - That the Special Corporate Committee scheduled for November 2023 goes ahead and that the SPFG meeting proposed for that date is rescheduled.**

### **RE-ADMITTANCE OF PUBLIC/PRESS**

**AGREED, on the proposal of Alderman Graham, seconded by Councillor Smart, that the public/press be re-admitted to the meeting.**

### **TERMINATION OF MEETING**

The meeting terminated at 9.09 pm.

## ARDS AND NORTH DOWN BOROUGH COUNCIL

A hybrid meeting (in person and via Zoom) of the Planning Committee was held at the Council Chamber, Church Street, Newtownards on Tuesday 1<sup>st</sup> August 2023 at 7.00pm.

### PRESENT:

**In the Chair:** Alderman McIlveen

**Aldermen:** Graham McDowell

**Councillors:** Cathcart McCollum  
 Creighton McRandal  
 Kerr (Zoom) Martin  
 McCracken Woods (Zoom)  
 McKee (Zoom) Wray  
 McLaren

**Officers:** Director of Prosperity (A McCullough), Head of Planning (G Kerr), Principal Professional and Technical Officer (L Maginn), Planning Manager (S Clarke) via Zoom, Planning Manager (P Kerr) and Democratic Services Officer (R King)

**Other officers in attendance:** Mr Scott Lyness KC  
 Ms Orla Kelly, Senior Associate, Carson McDowell

### 1. APOLOGIES

An apology for inability to attend was received from Alderman Smith.

### 2. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 3. MATTERS ARISING FROM MINUTES OF PLANNING COMMITTEE OF 22 JUNE 2023

PREVIOUSLY CIRCULATED:- Copy of the above.

#### Item 11- Update on NIW Coastal Fence

Councillor McLaren said she had since received a response to a Freedom of Information request she had made to Northern Ireland Water. This had been in order to establish the health and safety grounds in which it had decided to construct the 18ft high fence. She had been appalled by the response which she said confirmed that no official health and safety assessment had been undertaken and that the only concerns noted about that site were in relation to litter and graffiti. Contrary to previous discussions and legal arguments made by NI Water, there had



been no mention of injuries or risk of injury to the public. She asked Members to take this information into consideration in future discussions.

**AGREED TO RECOMMEND, on the proposal of Councillor Martin, seconded by Alderman Graham, that the minutes be noted.**

#### **4. PLANNING APPLICATIONS**

##### **4.1 LA06/2022/1296/RM - Domestic garage and domestic building at 19 Seaview Terrace, Holywood**

PREVIOUSLY CIRCULATED: Report outlining the planning application.

**DEA:** Holywood and Clandeboye

**Committee Interest:** A Local development application attracting six or more separate individual objections which are contrary to the officer's recommendation.

**Proposal:** Domestic garage and domestic building

**Site Location:** 19 Seaview Terrace, Holywood

**Recommendation:** Approval of Reserved Matters

The Chair advised that the above application would be deferred to the September meeting of the Planning Committee and referred Members to correspondence they should have received from the Head of Planning which had outlined the reasoning for the withdrawal from this meeting.

##### **4.2 LA06/2021/0885/F - Proposed Greenway for approximately 2.4km from Bangor Road** (Appendix I)

PREVIOUSLY CIRCULATED: Report outlining the planning application.

**DEA:** Bangor Central

**Committee Interest:** Council application

**Proposal:** Proposed Greenway for approximately 2.4km from Bangor Road, passing the Ark Open Farm and then turning off-road in a north-easterly direction following the former railway line and field boundaries in the most part to Green Road, Bangor. The proposals include new 1.5m wide advisory cycle lanes, new 3m and 4m wide Greenway paths, pedestrian/cycle railing, fencing, lighting, planting and associate site, access and other ancillary works.

**Site Location:** From the south of 237 Bangor Road on the southbound side of the A21 Bangor Road to Green Road, Bangor, between Breezemount Grove and Greenways Industrial Estate

**Recommendation:** Approval

Outlining the proposal, the Planning Manager (P Kerr) advised that this was for a proposed greenway for approximately 2.4km from Bangor Road, passing the Ark Open Farm and then turning off-road in a north-easterly direction following the former railway line and field boundaries in the most part to Green Road, Bangor. The proposal included new 1.5m wide advisory cycle lanes, new 3m and 4m wide



greenway paths, pedestrian/cycle railing, fencing, planting and associate site access and other ancillary works.

The proposal was being presented at committee as it was a major application and also a Council application.

The site was located from the south of 237 Bangor Road on the southbound side of the A21 Bangor Road to Green Road Bangor between Breezemount Grove and Greenways Industrial Estate.

The background to the development was in a document published by DFI called 'Exercise-explore: enjoy - A strategic Plan for greenways' as well as in other DFI publications relating to active travel and sustainable transport options.

This proposal represented a continuation of the greenway from Belvedere Road, Newtownards, to the Somme Heritage Centre which was granted permission on 01.09.22 under LA06/2020/0940/F (within this application a car park was granted permission).

The relevant development plans are the Ards and Down Area Plan 2015, North Down and Ards Area Plan 1984-1995 and Draft BMAP 2015. The site lies within the following designations:

The first part of the proposed greenway along the Bangor Road and former Railway line was located within the countryside in Ards and Down Area Plan 2015. It then passed through countryside included in Draft BMAP 2015 through into an area designated as a Rural Landscape wedge. The proposed greenway then continued into the settlement limit for Bangor on lands used as open space. It then went on to pass through land zoned for Employment and Industry and an Area of Existing Recreation and Open Space all within Draft BMAP. On the extant plan North Down and Ards Area Plan 1984-1995 the greenway passed through land shown as greenbelt with no other designations. Due to the nature of the proposed development it was considered that it would not impact any of these designations.

The proposed greenway consisted of a 3m or 4m wide pathway as well as the inclusion of a 1.5m cycle lane at parts. The proposed route traversed areas of agricultural land, rough ground and existing pathways and access lanes with a variety of differing surfaces. The total site area was 0.95ha. The materials of the path consist of largely of asphalt. The details of fencing to be used throughout this greenway can be seen in this slide.

All consultees were content with the proposal.

The main policy considerations were the SPPS, Planning Policy Statement 2 Natural Heritage, PPS 3 Access Movement and Parking PPS 8 Open space Sport and Outdoor Recreation, PPS 15 Planning and Flood Risk, as well as PPS21 Sustainable Development in the Countryside.

In the SPPS it was acknowledged that open space, sport and outdoor recreation had an important societal role to play. A strategic objective of the SPPS was to promote sustainable patterns of development which reduced the need for motorised transport,

encouraged active travel, and facilitated travel by public transport in preference to the private car.

With regard to PPS2 there was to be no artificial lighting as part of this proposal at the request of NED to protect the surrounding ecological environment. It was considered the proposal would satisfy Natural Heritage Planning policy. There were several ecological reports submitted with this application assessing otters, badgers and newts and a wide range of ecological issues which would be conditioned to ensure their protection in any forthcoming decision notice. A condition relating to a CEMP would be added to any forthcoming approval.

With regard to PPS3 Access Movement and Parking, as this proposal was for a greenway which would improve accessibility and DFI Roads was content, so it was deemed policy compliant. The narrowing of the road from 9m to 7m near the Ark Farm was reviewed by DFI Roads and it returned no objections.

The proposal would not prejudice road safety and would not significantly inconvenience the flow of traffic. The disused rail track bed would not have any future use prejudiced by this proposal. Objections raised concerns about parking and access, but it was considered that the car park approved with the first phase would alleviate parking issues. Due to the nature of the proposal with accessibility and sustainability being at the heart of the proposal the overall benefits would outweigh any adverse impacts.

With regard to PPS4 Planning and Economic Development due to the nature of the proposal and minimal site width there would be no significant impact on sites designated industry.

With regard to open space policy PPS8, as part of the site lay within designated existing open space, the proposal would be in compliance with Policy OS1 as the proposal was an open space use.

With regard to PPS15 and flood risk the site did not lie within a flood plain. DFI Rivers was consulted with a Drainage assessment and accepted its logic and did not disagree with its conclusions.

There would be no significant impact on residential amenity. With regard to No. 298 Bangor Road due to strong existing boundaries and the arrangement of the path at this part, there was unlikely to be any significant loss of privacy or experience of significant disturbance due to existing location.

There were four letters of support received. There were also four objections received from four separate addresses and the following material planning issues were raised:

- security around properties (esp 298)
- Parking and traffic concerns-DFI roads offered no objections or concerns when consulted on the application
- Inaccurate plans-only a small section/inset on a plan was inaccurate and this had now been amended - all of which were addressed in the case officer's report

The proposal was policy compliant and was in conformity with the relevant development plans. The proposal had the potential to bring great community benefit and improve accessibility throughout the Borough with no significant adverse impacts on the surrounding community. Approval was recommended.

The Chair invited questions from Members.

Councillor Cathcart queried the narrowing of the road at the Ark Open Farm section of the proposed greenway and asked if there would be a separate footway and if cars would have to cross that footway to access the car parks in that location.

The officer confirmed that cars would have to cross the footway to access the car park and bollards would be placed at appropriate pinch points.

In a further query, Councillor Cathcart asked what impact the greenway would have on the viability of undeveloped employment zoned land that the officer's report had referred to. He wondered if that would rule out a number of potential commercial developments.

The officer believed that the width of the greenway in that area still allowed for development but it was a matter for the landowner and developer to consider what type of use would be suitable.

Alderman Graham queried two of the letters of support and why they were deemed supportive given that they just seemed to be asking questions. The officer advised that this was just part of an administrative process and that if a letter was not objecting to a development, then it would be classified as a 'letter of support' or as 'non-committal'.

Alderman Graham asked where the greenway ended and it was clarified that this phase ended at Green Road near the community centre. There were plans for a third phase which would see the greenway continue from Green Road to the centre of Bangor.

Councillor McCracken noted the absence of lighting in the scheme and while appreciating the ecological considerations and impacts on wildlife, he felt that a complete absence of lighting would compromise cycle use. He wondered if alternatives such as low intensity surface lighting that did not have ecological concerns could be included.

The officer advised that the lighting aspect was removed from the plan in order to allow for funding deadlines to be met and she believed that there were discussions ongoing around the provision of lighting that would take into account the ecological issues.

Returning to the narrowing of the road at the Ark Open Farm section, the Chair had noted concerns raised about parking impacts on residential amenity in the area. He asked how far away the car park, approved in Phase 1, was from that location and the officer advised it was on the same side of the road below the Ark Open Farm.

The Chair asked if any type of traffic or parking related survey or assessment had been undertaken when determining the recommendation to approve the application. It was advised that consultation had taken place with DfI Roads as was normal practice for this type of application and it was satisfied that the nearby car park provided in the first phase of the greenway was adequate.

The Chair asked if the narrowing of the road would impact the residents, noting that the image had shown cars parked outside the properties while the Ark Open Farm car park contained empty spaces. He asked if there had been any investigation such as a parking survey specifically to assess any impacts on residents.

It was confirmed that there had been a parking survey undertaken for Phase 1 and it was felt that the car park provided as a result of that would benefit both Phase 1 and Phase 2 in terms of providing a balance in addressing a car parking shortage while supporting local tourism. In response to a final query from the Chair, the officer understood there would be nothing to stop residential related use of the car park.

Councillor Cathcart proposed, seconded by Councillor McRandal, that the recommendation be adopted and planning permission be granted.

Welcoming the proposed development, Councillor Cathcart spoke of its benefits towards tourism, health and wellbeing, particularly for those residents in his own DEA at the Green Road end of the greenway. He welcomed the link up with Whitespots Country Park and emphasised the importance of maintenance of the greenway once it was completed. He was also pleased the application had received little objection.

The seconder, Councillor McRandal felt that the greenway was entirely appropriate for this area and he too echoed the benefits along with the sustainable travel and connectivity opportunities it would bring. He was content that the environmental matters had been appropriately considered and conditioned and felt that overall this was a good news story for the Borough.

**RESOLVED, on the proposal of Councillor Cathcart, seconded by Councillor McRandal, that the recommendation be adopted and that planning permission be granted.**

**4.3 LA06/2021/1475/F– Dwelling - Side garden of 2 Talbot Drive, Bangor**  
(Appendix II)

PREVIOUSLY CIRCULATED: Report outlining the planning application.

**DEA:** Bangor West

**Committee Interest:** A Local development application attracting six or more separate individual objections which are contrary to the officer's recommendation

**Proposal:** Dwelling

**Site Location:** Side garden of 2 Talbot Drive, Bangor

**Recommendation:** Approval

The Head of Planning outlined the above application, displaying a series of slides of the proposed site and development which she advised was for a dwelling at the side garden of 2 Talbot Drive with access from Coolraven Park, Bangor.

The application was before members due to six or more representations being received from separate addresses which were contrary to the officer's recommendation.

This application had originally been for two dwellings with 18 objections received. The proposal of two dwellings was found to be unacceptable and following negotiation with the agent the proposal was reduced to one dwelling and after being re-neighbour notified and re-advertised, only four objections had been received.

Although the number of objections was reduced significantly the proposal was still required to be presented to members given the overall number of representations received.

All representations made had been fully considered within the case officer report.

None of the statutory consultees had any objection to the proposal.

There was planning history directly associated with the application site with four dwellings being granted planning permission on 18 May 2006 (planning ref W/2005/0268/F) – this was not implemented and had expired.

The planning history did demonstrate that the site was suitable for residential use and that a higher density was considered to be acceptable on the site.

The previous approval remained a material planning consideration relevant to the determination of this current planning application.

The site was a grassed garden area which was relatively flat. At the time of site visit trees had been removed along the northern boundary opening the site onto Coolraven Park. There were dense coniferous trees along the western boundary of the site and the eastern boundary was open onto the rest of the garden area of No. 2 Talbot Drive.

The surrounding character was predominantly residential with a mix of single storey, and storey and a half dwellings.

With regard to the policy consideration, as the site was within the settlement limit where residential development was directed, and the site was surrounded by dwellings, the principle of development was acceptable. There were no designations on the site.

Policy QD1 of PPS 7 sought to achieve residential developments which promoted quality and sustainability in their design and layout, and which respected the character, appearance, and residential amenity of the local area.

The proposal would not damage the quality of the local area as the site was within



the settlement limit of Bangor, adjacent to residential development and was currently the garden area of an existing dwelling.

The layout, scale and massing of the proposal would respect the topography of the site and the character of the area. The proposed dwelling would front onto the existing street with a parking area at the front/side which was in keeping with the character of the area.

The site was located at the end of a cul-de-sac and would only be visible from views within that street and not over longer views.

The proposal respected the pattern of development in the area and would have no unacceptable adverse impacts on the character of the surrounding area.

Amenity space was provided with garden areas surrounding the proposed dwelling which exceeded the 70 sq m as set out in Creating Places with approx.- 400sq m would be provided.

The site was well screened by existing trees and timber fencing would be added along the adjoining boundary with No. 2 Talbot Drive to ensure the amenity space was protected from any public views.

Trees along the western boundary and part of the northern boundary of the site that would be conditioned to be retained as they provided screening to the site and would maintain the character of the area.

The dwelling would be one and a half storey with a ridge height of 6.5m.

The adjacent dwellings at Nos. 16-14 were single storey (approximate ridge height 5.5m) however the rest of the dwellings on Coolraven Park were storey and a half with approximate ridge heights over 7m.

The dwelling would be finished in clay brick with a pitched grey tiled roof which was in keeping with the surrounding character of the area and would aid integration of the dwelling within the site.

New planting would be added along the front boundary of the site to help screen and soften any visual impact of the proposed dwelling.

The proposal respected the pattern of development in the area and would have no unacceptable adverse impacts on the character or amenity of the surrounding area.

In summary, it was considered that the amended proposal of one dwelling was acceptable within the surrounding residential context of this area of Bangor. All objections to the proposal had been fully considered and it was noted the reduction of objections received once the proposal from amended from two to one dwelling.

The proposal complied with prevailing planning policy and all consultees were content with the proposal.

The recommendation was to grant planning permission.

The Chair invited questions from Members.

Noting that there was a previously approved application at the site, Councillor Martin asked what weight was given to this factor. The Head of Planning advised that this was a material consideration and therefore weight had been attached. Overall though it was important to remember this was a residential dwelling for a residential area and it complied with planning policy.

Noting the concerns from objectors, Councillor Martin appreciated the majority had related to the earlier two dwelling application. However he asked if the officer was satisfied that concerns that related to the cul-de-sac had been mitigated against.

The Officer said that most of the concerns had related to roads and traffic issues and it was worthy to note that DfI Roads had raised no objections following consultation. There were also traffic concerns raised around the ongoing building work that would be carried out but there would always be some disruption in this type of development but this would only be temporary.

Councillor Martin asked if the proposed dwelling was to be sited within the existing garden of a property and it was confirmed by the officer that the garden was an unusually large site for the property it was attached to and the subdivision of the property there caused no loss of amenity to 2 Talbot Drive. The remaining garden space though was still in excess of what was set out in guidance.

In a further query, Councillor Martin noted there were concerns around the drainage levels which had been adjusted. He asked what sort of drainage was available and if it was felt appropriate. The officer advised that the site was relatively flat with the road level sitting at 55.4, parking area at 55.5 and the finished lower level of the dwelling would be 55.7. There would be raising of site levels along the joining boundary of property number 14 and this would be supported by a fence and it would need a retaining structure but there would be no increase in levels adjacent to property number 13. The agent had also been contacted and they had clarified no increase in the levels. If the developer exceeded the stated levels then it could lead to enforcement action.

The officer added that any vegetation that was removed would need to be replaced in order to negate any potential issues around drainage and a hedge would be planted along the front. A Wastewater Impact Assessment had been carried out and it was deemed that there was a suitable sewage connection for the proposed dwelling.

Councillor Cathcart was content with the principal of the dwelling but queried the design believing that the windows were out of character for the area although he appreciated that the one and half storey proposal was sympathetic. He was aware that houses in that area were known for having larger, more horizontal windows whereas the proposed development contained more vertical and shorter windows. He asked why that approach had been taken and the officer asked members to bear in mind that this was not an Area of Townscape Character and therefore no



designations on the site. While she appreciated there was a trend for those particular window styles in the area, there was also a mix of window designs. She explained that there was nothing in Planning Policy to prevent that mix. It was also noted that the planning agent had worked with the case officer to reach a more suitable design than what was first submitted and that revision was felt to be sympathetic to the wider area.

Councillor Cathcart asked if it would be possible to have future drawings presented in colour rather than black and white. It was advised that officers tried to encourage this but colour and CGIs were expensive which was the reason many were submitted in the black and white format.

Councillor Wray asked how the screening and vegetation conditions would be monitored and it was advised that most residential developments included a planting scheme along with the drawings and those schemes were then conditioned. This site was already well screened and that was being conditioned to be retained. The condition was also applied once the dwelling was occupied given the impracticalities of disruption throughout the construction period. It would be in any owner's interest however to be mindful of those conditions because it would soften the front of the site. There was a mix of frontages on the road so the aim was to achieve a balance.

**RESOLVED, on the proposal of Councillor Cathcart, seconded by Councillor Wray, that the recommendation be adopted and that planning permission be granted.**

## **5. UPDATE ON PLANNING APPEALS**

(Appendix III)

PREVIOUSLY CIRCULATED:- Report from Director of Prosperity attaching Item 5a - PAC decision 2021/A0133. The report detailed

### **Appeal Decisions**

1. The following appeal was dismissed on 26 June 2023

|                   |   |
|-------------------|---|
| PAC Ref           | 2021/A0133  |
| Application ref   | LA06/2020/1169/O  |
| Appellant         | Mr Wallace Magowan  |
| Subject of Appeal | Proposed site for dwelling on an active and established farm business |
| Location          | Lands approx. 30m NE of no. 31 Gransha Road South, Bangor             |

The Council refused planning permission on the 15 October 2021 for the following reasons:

1. The proposal was contrary to The Strategic Planning Policy Statement for Northern Ireland and Policy CTY1 of Planning Policy Statement 21 Sustainable Development in the Countryside, in that there were no overriding reasons why this

development was essential in this rural location and could not be located within a settlement.

2. The proposal was contrary to The Strategic Planning Policy Statement for Northern Ireland and Policy CTY10 of Planning Policy Statement 21, Sustainable Development in the Countryside, in that it had not been demonstrated that the site had been identified as part of an active and established farm business for at least 6 years.
3. The proposal was contrary to the provisions contained in the Strategic Planning Policy Statement for Northern Ireland and Policy CTY13 Planning Policy Statement 21, Sustainable Development in the Countryside, in that the proposal, if permitted, would be a prominent feature in the landscape.
4. The proposal was contrary to The Strategic Planning Policy Statement for Northern Ireland and Policy CTY14 of Planning Policy Statement 21, Sustainable Development in the Countryside, in that the proposal, if permitted would be unduly prominent in the landscape and create a suburban style of build- up when viewed with existing and approved buildings.

The Council confirmed that the third and fourth reasons for refusal reasons no longer applied as the description of the proposal had been amended from '*Site for two-storey dwelling on active and established farm*' to '*Proposed site for dwelling on active and established farm*'. The Commissioner accepted that the appeal was now only to be assessed in respect of the first and second reasons for refusal as consideration was no longer required in respect of a two – storey dwelling on the site.

The Commissioner agreed with the Councils view that the farm business was active and established. However, with respect to the appeal site the Commissioner considered that a farm holding comprises the extent/quantum of the land owned and whilst the farm business ID number itself has not changed; the composition of the holding has because the appeal site was added to it in 2019 and could not possibly be part of an active and established farm business for at least 6 years as required by policy.

The Commissioner concluded that the appeal proposal has not been part of an established farm business for at least 6 years. As a result, it did not meet criterion (a) of Policy CTY 10 of PPS 21 nor the policy when read as a whole. There were no overriding reasons why the appeal proposal was essential and could not be located in a settlement. Accordingly, Policy CTY 1 of PPS 21 was not met.

The Commissioner's report was attached to this Report.

### **New Appeals Lodged**

2. The following appeal was lodged on the 28 June 2023

|                 |                   |
|-----------------|-------------------|
| PAC Ref         | 2023/E0018        |
| Application ref | LA06/2021/0110/CA |
| Appellant       | Wesley Thompson   |

|                   |   |
|-------------------|---|
| Subject of Appeal | Alleged unauthorised erection of shed and laying of hardstanding laneway                |
| Location          | Lands approx. 740m south of the Junction of Cotton Road (A48) and Murdocks Lane, Bangor |

### Appeals Withdrawn

3. The following appeal was withdrawn on 19 June 2023

|                   |   |
|-------------------|---|
| PAC Ref           | 2022/A0145  |
| Application ref   | LA06/2019/1007/F  |
| Appellant         | NI Water Ltd.   |
| Subject of Appeal | Fence and gate surrounding an existing pumping station    |
| Location          | Seacourt WwPS, Lands 20m North of 1 Seacourt Lane, Bangor |

The above appeal was withdrawn following the determination of the submitted CLUD and CLOPUD in respect of the fence as both were found to satisfy the requirements of the GPDO and Regulations 55 and 56 of the Habitats Regulations and criteria set out in the Planning (General Permitted Development) Order (Northern Ireland) 2015 - specifically that of Part 14: Class H (h).

Details of appeal decisions, new appeals and scheduled hearings could be viewed at [www.pacni.gov.uk](http://www.pacni.gov.uk).

RECOMMENDED that Council notes this report.

**AGREED TO RECOMMEND, on the proposal of Alderman Graham, seconded by Councillor Cathcart, that the recommendation be adopted.**

### **EXCLUSION OF PUBLIC/PRESS**

**AGREED, on the proposal of Councillor Cathcart, seconded by Councillor Wray, that the public/press be excluded during the discussion of the undernoted items of confidential business.**

(Mr Scott Lynas KC and Ms Orla Kelly, both attending via Zoom, were admitted to the meeting – 7.50pm)

### **6. LOCAL DEVELOPMENT PLAN – TOWARDS A DRAFT PLAN STRATEGY**

\*\*\*IN CONFIDENCE\*\*\*

\*\*\*NOT FOR PUBLICATION\*\*\*

**Schedule 6 – Part 3 - information relating to the financial or business affairs of any particular person**

An officer's report with an attached revised draft policy HOU3 was presented to members with an officer's recommendation that Members note the content of the report and attachments and determine an agreed approach based on recommended draft Policy HOU 3 at Item 6a.

Members discussed the recommendation and a proposal was made that the Council adopts draft policy HOU3, as presented.

The threshold for policy engagement is set at:

- 5 housing units or more, or on a site of 0.1 hectares or more, and
- with required proportion of affordable housing provision of 20%

The proposal was agreed and would be subject to ratification by the full Council at its meeting on 30 August 2023.

**RE-ADMITTANCE OF PUBLIC/PRESS**

**AGREED**, on the proposal of Councillor Martin, seconded by Alderman Graham, that the public/press be re-admitted to the meeting.

**TERMINATION OF MEETING**

The meeting terminated at 8.38pm.

Unclassified

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**ITEM 9.1****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Choose an item.   |
| Responsible Head of Service |   |
| Date of Report              | 02 August 2023  |
| File Reference              |   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Request for Deputation from Sound Around Ards   |
| Attachments                 | Appendix 1 - Copy corespondence from Sound Around Ards Talking Newspapers   |

A request has been received from Alison Coyle, Hon. Secretary of Sound Around Ards - Talking Newspapers which has requested to present to the relevant Committee in its work in order to try to increase its membership.

Sound Around Ards (SAA) provides those with sight impairments in the Ards and North Down areas with a free weekly news service from the Newtownards Chronicle and County Down Spectator. It has been in operation for 43 years and is 1 of 12 Taking Newspapers left in Northern Ireland.

Every Thursday three of its volunteers buy the papers, select the relevant articles and record a CD at its studio in Ards Hospital Old Labs. CDs are then copied, placed in the returnable envelopes and posted.

The listeners should receive the CD within 2 days, so the news is fresh. After they have listened to the CD, it can be disposed of and the pre-paid package can be returned in order to receive the following weeks publication.

Unclassified

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To use SAA, you do not need to be referred by the hospital, and they are looking to expand their outreach to include those with concentration difficulties who have had a stroke or dementia. It has around 40 listeners at present, but they would like to enhance their reach.

A copy of the request is attached to this report.

#### **RECOMMENDATION**

It is recommended that Council considers this request.



## Deputation Request Form

A 'deputation request' refers to a person or group of persons asking to appear in person before the Council or a Council Committee in order to address the Council or Committee (as the case may be) on a particular matter.

The procedure governing deputations is contained within section 12 of the Council's Standing Orders, a copy of which is set out below.

If you wish to make a deputation request, please complete this form and return it to Ards and North Down Borough Council via the following email address: [member.services@ardsandnorthdown.gov.uk](mailto:member.services@ardsandnorthdown.gov.uk), providing us with a contact email or postal address and contact telephone number when doing so (please do not include your personal contact details on this form – see privacy notice below).

Please note that it will be for the Council to decide whether to accede to your request and, if it does, to determine when and where the deputation will be heard. The Council will draw upon the information you provide in this form in order to reach its decision, therefore you are encouraged to clearly outline the topic of your request and the reason why you wish to raise the matter before the Council or a Committee.

### Applicant Details

I/we apply to Ards and North Down Borough Council to make a deputation and should this application be successful, I/we agree to comply with section 12 of the Council's Standing Orders.

|   |  |
|---|--|
| <b>Name of person(s) making the deputation request:</b>   | Alison Coyle                           |
| <b>Date of request:</b>   | 2 <sup>nd</sup> August 2023            |
| <b>If making the deputation on behalf of an organisation or a group of individuals, name of the organisation / individuals:</b> | Sound Around Ards – Talking Newspapers |
| <b>Name of Committee (if known) to which you wish to make your deputation:</b>  |  |



**Please summarise below (continuing onto an additional page if required) the subject matter of your deputation request and the reason why you wish to raise the matter before the Council or a Committee.**

Sound Around Ards (SAA), provides sight impaired people in the Ards and North Down areas with a FREE weekly news service from the Newtownards Chronicle and County Down Spectator. We have been in operation for 43 years and are one of only 12 Taking Newspapers left in Northern Ireland.

Each Thursday three of our volunteers buy the papers, select the relevant articles and that evening attend our studio in Ards Hospital Old Labs to record the CD. That evening the CDs are copied, placed in the returnable envelopes to the listeners and posted out.

The listeners should receive the CD the next day or Saturday at the latest so the news is fresh. After they have listened to the CD they bin it and reverse the postage paid label on the reusable package and pop it in to the post box in order to receive the following weeks publication. We have around 40 listeners at present but that could be a lot more so that is why I would like to address the Councillors.

Last week I contacted the Mayor's office to see if we could go along to the "parlour" as a means of celebrating our 40<sup>th</sup> anniversary as this was during the pandemic and we couldn't celebrate at the time. Her assistant came back to me and was delighted to invite us but he did say that he hadn't heard of our services and neither had David Chambers so I thought there might be some point in getting a direct line to the Councillors so that when they come in contact with anyone in their constituencies they could recommend us.

To use SAA you do not need to be referred by the hospital (even though we do get referrals from Sensory Services) and we also are now including people with concentration problems who have had a stroke or have dementia too in our outreach.

I am happy to go along and speak to the members myself (if permitted) and provide them with literature such as the flyer I have enclosed. I am well used to public speaking and would only take up about 10 minutes of their time.

**Main reason is - If the Councillors can do anything to assist us spreading the word about our valuable volunteer service I would be very grateful**



## **Extract from Ards and North Down Borough Council's Standing Orders, Version 8, September 2021**

### **12. Deputations**

(1) Deputations, from any source, shall only be admitted to address the Council provided the Chief Executive has received seven working days notice of the intended deputation and a statement of its objective, and subject to the agreement of the Council.

(2) In the case of an emergency, deputations, from any source, shall only be admitted to address the Council provided the Chief Executive has received one working day's notice of the intended deputation and a statement of its objective, and subject to the agreement of the Mayor.

(3) The deputation shall be confined to the presentation of a statement, or copy of resolutions, and shall not make more than two short addresses by any two members of the deputation. The totality of the address shall not exceed 10 minutes followed by a maximum 15 minutes question and answer session.

(4) Deputations should not be repetitive and, where possible, issues of a similar or linked nature should be contained in one deputation. Where a deputation has made a presentation to the Council, the Council will decline to accept another deputation on the same issue from the same individual or group for a period of six months.

(5) No further discussion or proposals beyond questions shall take place at a Council or Committee meeting until after the deputation has withdrawn. Any subsequent proposal made should be limited to a request for officers to bring back a report on the matters raised by the deputation.

## Privacy notice – how we will use information about you

Ards and North Down Borough Council is a Data Processor under the General Data Protection Regulation (GDPR) for the personal data it gathers when receiving and administering deputation requests.

You are providing your personal data to the Council whose lawful basis for processing it falls within the following three categories:

- a) **Consent** - you consent to the information being processed for the specific purpose of the Council considering your deputation request;
- b) **Public task** - the processing is necessary in order for the Council to consider your request in line with its Standing Orders which were established under the Local Government Act (Northern Ireland) 2014; and
- c) **Legitimate interests** - the processing is necessary for your legitimate interests (or the legitimate interests of a third party) in order that Council may consider your deputation request.

The personal data you provide when making a deputation request may be shared internally within the Council with staff who are involved in decision making and administration in respect of Council and Committee meetings. This includes both the data contained within this form and any other data, such as an email address or other contact details, we may gather when you send the form to us.

The information you provide on this form only will be provided as a report to Council and potentially thereafter as a report to a Committee (depending on whether Council accedes to your request). Any such report will not usually be heard 'in confidence' and therefore the report will also be published on the Council website prior to the meeting. Members of the press and public may attend the Council (and Committee) meeting at which the report is discussed. An audio recording and written minute will be made of the meeting and both will be published on the website.

Your personal data will not be shared or disclosed to any other organisation without your consent, unless the law permits or places an obligation on the Council to do so.

Personal data is held and stored by the Council in a safe and secure manner and in compliance with Data Protection legislation and in line with the Council's Records Retention and Disposal Schedule.

If you have any queries regarding the processing of your personal data, please contact:

Data Protection Officer  
Ards and North Down Borough Council  
Town Hall, The Castle  
Bangor  
BT20 4BT  
Email: [dataprotection@ardsandnorthdown.gov.uk](mailto:dataprotection@ardsandnorthdown.gov.uk)  
Tel: 0300 013 3333

Unclassified

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**ITEM 9.2.****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Chief Executive   |
| Responsible Head of Service |   |
| Date of Report              | 11 August 2023  |
| File Reference              |   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Request for Deputation - Consulate General for Saint Vincent and the Grenadines   |
| Attachments                 | Copy correspondence from Consulate General for Saint Vincent and the Grenadines   |

A request has been received from the Consulate General for Saint Vincent and the Grenadines to present to a future Committee on a sports diplomacy initiative with North Down Softball Club.

A copy of the request is attached to the report.

**RECOMMENDATION**

It is recommended that Council considers the request.



**Consulate General for Saint Vincent and the Grenadines**  
 16 Glen Road / Comber / BELFAST BT23 5EL  
 Northern Ireland

Tel: 028 9187 4697 Email: [cq@svgconsulate.vc](mailto:cq@svgconsulate.vc) [www.svgconsulate.vc](http://www.svgconsulate.vc)

Mr Stephen Reid – Chief Executive  
 Ards and North Down Borough Council  
 Office of The Chief Executive  
 Town Hall, The Castle  
 Bangor BT20 4BT

**Note: 1008-04/2023**

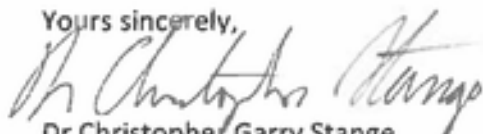
Dear Chief Executive,

On behalf of the Government of St. Vincent and the Grenadines, may I extend our compliments to the Chief Executive and staff at Ards & North Down Borough Council, kindly requesting a deputation to the appropriate Committee at the earliest convenience.

Please see the enclosed proposal and email reference from Cllr. Rachel Woods, Vice-Chair of the Community and Wellbeing Committee for reference.

Your support on the attached sports diplomacy initiative and arrangements for the delegation of Mr Will Gilpin - North Down Softball Club and I, could be made with Democratic Services accordingly.

Yours sincerely,

  
 Dr Christophe Garry Stange  
 Consul General



**Encl: Email dated August 09, 2023 - Cllr Rachel Woods  
 Ward Park Development – Proposal**

**From:** Woods, Rachel <[Rachel.Woods@ardsandnorthdown.gov.uk](mailto:Rachel.Woods@ardsandnorthdown.gov.uk)>  
**Sent:** Wednesday, August 9, 2023 11:40 AM  
**To:** Stange, Christopher HOCP (Belfast) <[stangech@svgconsulate.vc](mailto:stangech@svgconsulate.vc)>  
**Subject:** Re: Ward Park Development Proposal - Softball

Good morning Christopher,

I hope you are keeping well.

Thank you for the email and follow up for the proposal for Ward Park.

Perhaps others have suggested, but it may be useful for you to request a deputation to come and speak to the Committee about this? I am more than happy to advise on the process but it would mean you presenting to the whole committee at the start of one of our meetings and this could be organised in the next few months.

Many thanks,

Rachel



**Cllr Rachel Woods**

Holywood & Clondebute DEA



[Rachel.Woods@ardsandnorthdown.gov.uk](mailto:Rachel.Woods@ardsandnorthdown.gov.uk)



07730 041761



Town Hall, The Castle, Bangor, BT20 4BT



[www.greenpartyni.org](http://www.greenpartyni.org)



Ards and  
North Down  
Borough Council

greenparty



## Ards and North Down Borough Council

**Report to:** Community and Wellbeing Committee

**Subject:** Sports Development

Softball Diamond (Field) at Ward Park, Castle Street, Bangor BT20 4TA

**Date:** 20 March 2023

**Reporting Officer:** Add

**Contact Officer:** Add

### 1.0 Relevant Background Information

#### 1.1 Background

Softball and Baseball are competitive internationally recognised bat-and-ball game sports played between two teams who take turns batting and fielding over seven to nine innings. Softball and Baseball is in the top eight (8) most popular sports world-wide with 65 million people playing in over 140 countries and 500 million fans, according to the sport's international governing body: World Baseball Softball Confederation (WBSC). These sports are played by all ages as a multi-discipline cross-community sport, promoting athleticism, community cohesion, health & wellbeing, and team camaraderie.

Softball is played as a co-ed sport, with a minimum requirement of 40% female players per team. Female players (youth and adults) are also involved in Little League and Baseball. National Teams exist in all major countries including the UK and Ireland, with Little League as the introductory level progressing up to Adult League. Softball featured in the Olympic programme from 1996 to 2008 and was reintroduced in 2020. In addition, Softball is played annually in a World Cup format by the WBSC.

Softball featured as a main sport at the highly successful World Police and Fire Games held in Belfast in 2013. In 2014, The Department for Culture, Arts and Leisure (DCAL) funded a Baseball & Softball introductory programme at the primary school level across Northern Ireland to expand the sports and a Baseball Academy was formed.

Softball has been operated and played in Northern Ireland since 2006. Each team operates with strong governance arrangements and an elected Committee, being registered with the sport's governing bodies. The season runs from March to October, including pre-season (training) and postseason (playoffs).

#### 1.2 Proposal

The Consulate General for St. Vincent and the Grenadines to Northern Ireland & the North Down Softball Club (NDSC) have requested the internationally recognised sport of Softball, be acknowledged, supported, and endorsed through the development of a Softball diamond (field) at Ward Park in Bangor with the adoption of this site as a designated central facility for Softball by the council.

### 2.0 Softball in Northern Ireland

#### 2.1 Softball (Slow Pitch)

Softball has grown exponentially over the years to include the following teams in Northern Ireland:

|                       |                          |
|-----------------------|--------------------------|
| 1. Bangor Buccaneers  | 7. Belfast Brawlers      |
| 2. Bangor Barracudas  | 8. Smokin' Aces          |
| 3. Belfast Angels     | 9. Belfast Cyclones      |
| 4. Belfast Cubs       | 10. Lisburn Hawks        |
| 5. Belfast Wolfhounds | 11. Lisburn Eagles       |
| 6. Belfast Sliders    | 12. Newtownabbey Phoenix |

\*All Teams are affiliated to the governing bodies of Softball Ireland (national) [www.softball.ie](http://www.softball.ie) and Softball Ulster (regional) [www.softballulster.com](http://www.softballulster.com)

All players are required to be registered with their respective governing body, which provides insurance liability cover.

NDSC was established in 2014 (former Bangor Buccaneers Softball Club) with the goal of providing sports, health, and well-being opportunities to residents. NDSC holds the distinction of being the only Softball club in Co. Down, continually growing with over 50 members spread across two competitive league teams with a 3<sup>rd</sup> team projected to be formed in 2023.

Standard practice across the UK and Ireland is for the local councils to provide Softball diamonds (fields) to facilitate the sport, with five purpose-built facilities in Ireland: (Clones-1, Dublin-2, Galway-1 and Limerick-1), as Softball, is played on an all-Ireland basis.

While Northern Ireland has one purpose-built Baseball diamond, the field dimensions and requirements are different (no raised pitching mound, etc) for Softball. A diamond (field) does not exist to play the sport of Softball properly, with the necessary physical infrastructure being key in developing players and growing the sport in the borough.

It is the understanding that all other sports being played across the council area enjoy adequate purpose-built facilities except for Softball.

In consideration of this proposal, may it be highlighted the non-profit, non-commercial, sporting, health, tourism, and social initiative benefits derived from the sports of Softball and Baseball, which unites all communities within the borough and across Northern Ireland. Softball is growing and is sustainable, but unfortunately without a purpose-built facility (diamond) to meet the growing demand, develop player's potential (youth/adult), and host international tournaments, represents a major obstacle to the sport.

As a summer sport, Softball provides an extended sporting opportunity during the traditional off season of other sports, making use of the shared space (common area that does not conflict with the football pitches). Minimal wear and tear occur to the grounds, enabling easy maintenance, while providing a new sport offering and revenue stream to the council through the pitch hire on a section of underutilised and underdeveloped land.

In 2024, NDSC will celebrate 10 years since its formation. The objective is to host a weekend tournament at Ward Park, including teams from across the island of Ireland, and continuing this tournament as an annual event.

### 3.0 Key Issues

#### 3.1 Section 75 Northern Ireland Act (1998) – Good Relations

All Softball and Baseball teams comply with Northern Ireland's Section 75 legislation and are a model example of best practice in sports development and social integration with players of all ages, gender, ethnicity, religious backgrounds, and sexual orientation. Both sports are neutral, non-partisan, non-sectarian and non-political, uniting all communities, supporting cross-community and athletic development, playing its part in creating a shared inclusive and cohesive society.

3.2 Ards and North Down has a Good Relations Strategy, which defines a vision of improving the quality of life for the people of the borough. The plan is focused on tackling sectarianism and racism and promoting cultural diversity, and works with a range of community, voluntary and statutory partners to achieve this vision.

3.3 Northern Ireland Executive's: Racial Equality Strategy (2015-2025) outlines that over the past decade, people from diverse nationalities, cultures and ethnic backgrounds have come to make their home here in Northern Ireland, joining the existing communities. Softball is a major or national sport for many of these people, and therefore, extending the sports offering of Softball in the borough goes a long way to provide them the opportunity to continue to play a sport they have grown up with and share their experiences with the existing communities.

3.4 The Northern Ireland Executive's Strategy - Together: Building a United Community (2013), outlines a vision of "a united community, based on equality of opportunity, the desirability of good relations and reconciliation – one which is strengthened by its diversity, where cultural expression is celebrated and embraced and where everyone can live, learn, work and socialise together, free from prejudice, hate and intolerance." This Strategy contains central themes around young people, shared and safe communities and cultural expression. It recognises that the delivery of this strategy is accomplished through a variety of mediums and specifically mentions sport, the arts, and a focus on community cohesion.

### 4.0 Resource Implications

#### 4.1 Asset and Other Implications

This sports development proposal presents a unique opportunity to further develop Ward Park, in a manner that will fulfil the requirements of council's own Good Relations Plan while also contributing to the wider community, sporting and wellbeing legislation set out by central government. The proposal to develop a purpose-built Softball facility (diamond) will see the creation of a shared open space in which people from all backgrounds can come together through a sport that holds no social, religious, political, or ethnic barriers and a model of good practice across Northern Ireland.

#### 4.2 Financial Costs

Due to Ward Park already used for Softball and being maintained (grass cut and line marking), the suggestion would be to install the necessary and missing infrastructure to complete the facility (batter's boxes, backstop, and inserted bases). Materials which include bricks, cement, galvanised steel tube, galvanised steel tube connections and wire mesh or combined netting would be sourced at the lowest cost using council's internal suppliers and contractors. The pitching rubber and home plate anchors with bases, as well as the rubber bases would be supplied by NDSC. It is estimated to deliver the four (4) recommendations in Section 6.0, to be approximately £2,500.00, which would be met within existing budgets. Please refer to Appendix 6 for a detailed costing breakdown.

### 4.3 Human Resources

Staff time will be required from officers to undertake the request. It is envisaged that all planning, design, and works be carried out internally through the council's existing staff and utilising existing grounds and maintenance equipment. Technical advice, on-site guidance and assistance will be provided complimentary by Dr Christopher Stange of the Consulate General for St. Vincent and the Grenadines, who was the lead consultant on the Baseball diamond constructed by Lisburn & Castlereagh City Council.

### 5.0 Equality Implications

5.1 There are no equality implications.

### 6.0 Recommendations

6.1 The recommendations to develop Ward Park include the following key infrastructure:

1. **Creation of a Softball diamond (field);**
2. **Installation of a permanent backstop to stop any foul or mishit balls;**
3. **Sunken cemented base anchors for inserting and securing the pitching rubber and home plate; and**
4. **Sunken bricks to support the pitcher's circle, batter's boxes, and catcher/umpire area at home plate for optimal ground stability.**

6.2 Elected members are invited to consider the request and the following two (2) options.

#### **Option 1:**

To endorse the request and agree to the erection of a backstop and softball diamond (field), including sunken cemented base anchors for inserting and securing bases, and sunken bricks to support the batter's boxes and catcher/umpire positions at home plate.

#### **Option 2:**

Reject the request to the erection of a backstop and softball diamond (field), including sunken cemented base anchors for inserting and securing bases, and sunken bricks to support batter's boxes and catcher/umpire positions at home plate based on (council officer to insert these details on the grounds of why these recommendations could not be done).

### **Additional Information**

Lisburn & Castlereagh City Council (LCCC) constructed the first purpose-built baseball diamond with backstop in 2016 at the Hydebank Playing Fields, for the two adult Baseball teams, one adult Softball team and a Little League team. This was accomplished through a sports diplomacy initiative with technical advice, assistance and guidance led by Dr Christopher Stange of the Consulate General for Saint Vincent and the Grenadines to Northern Ireland. The vision demonstrated by LCCC has made Hydebank a hub of Baseball & Softball in the greater Belfast area, adding credibility & professionalism to the sports.

Hydebank has now become a showcase of the potential of developing a shared space to maximise its usage and increase its sports offerings through multiple sports, in line with its health, community cohesion and well-being agenda.

The Consulate General for St. Vincent and the Grenadines & NDSC seeks the same support to be championed by Ards & North Down Borough Council to foster the existing sport of Softball and in developing a full Softball facility at Ward Park.

#### NDSC Club Photograph, Ward Park (2022)



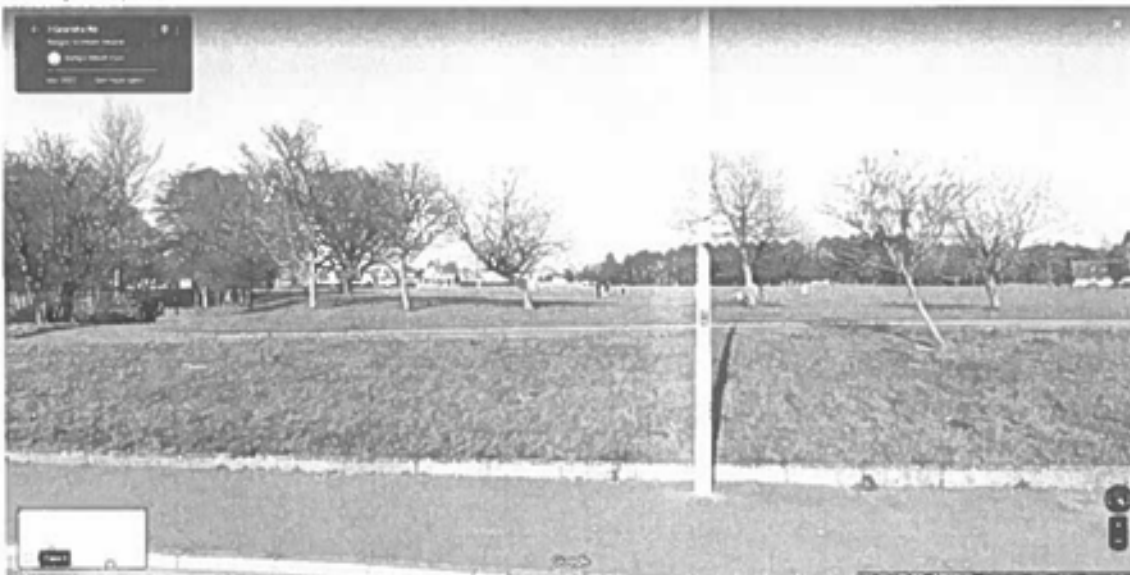
Please refer to the Appendices on Pages 6-13 below for more detailed information.

**Appendices:**

**Appendix 1: Ward Park (aerial view) - proposed position of backstop (yellow arch) behind softball home plate.**



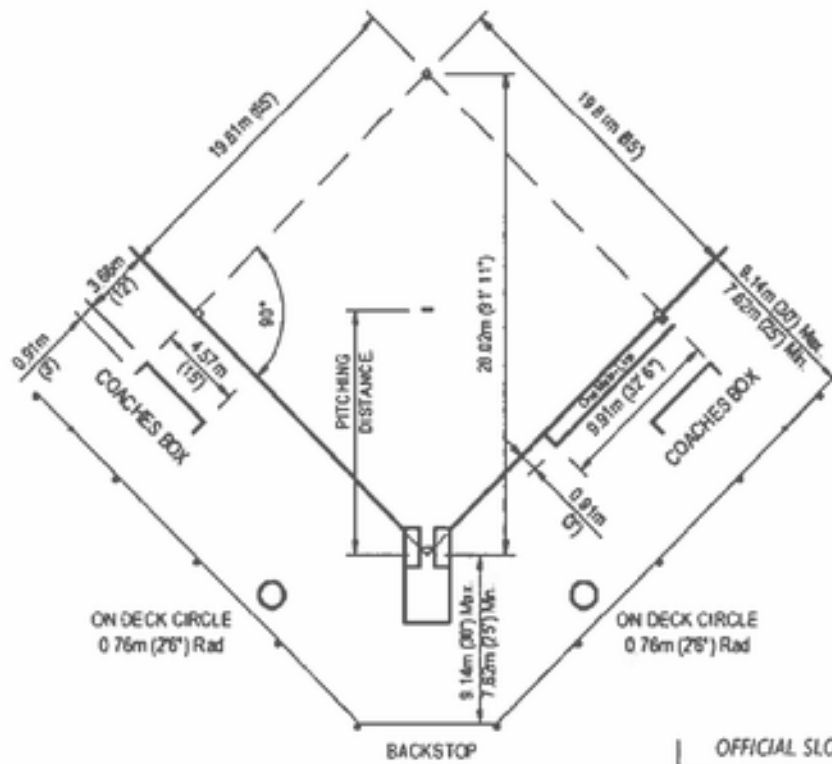
View (side) from Gransha Road.





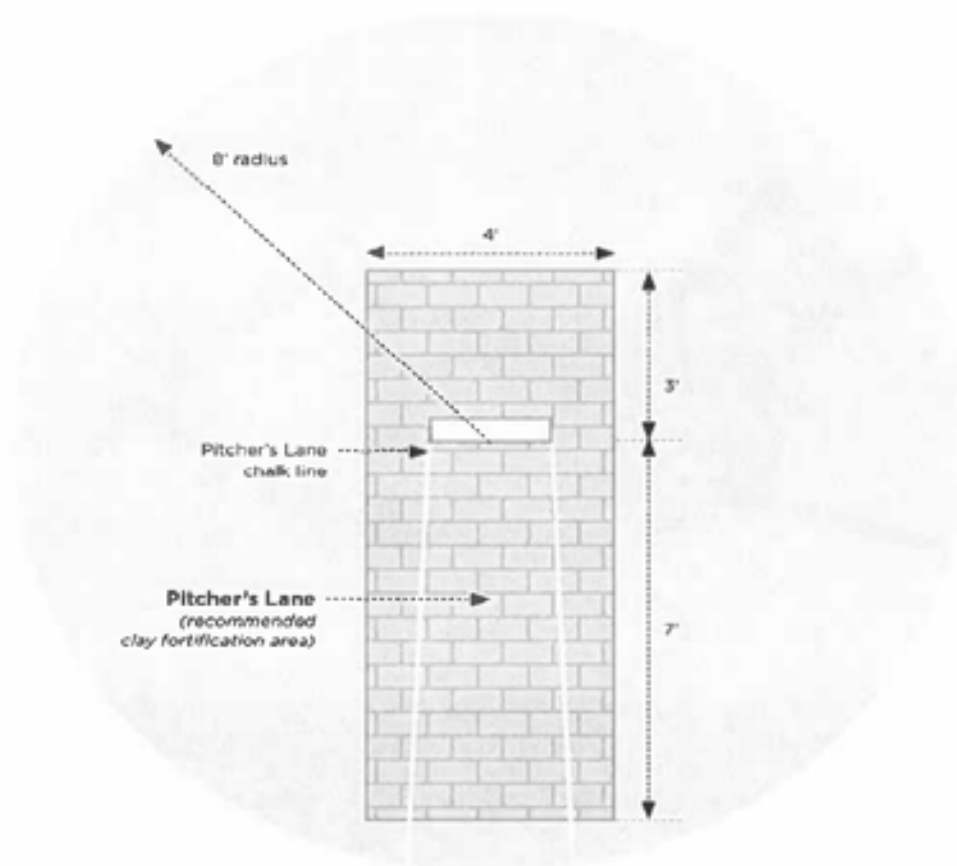
Appendix 2: WBSC Softball field dimensions.

B. OFFICIAL DIMENSIONS OF THE DIAMOND LAYOUT

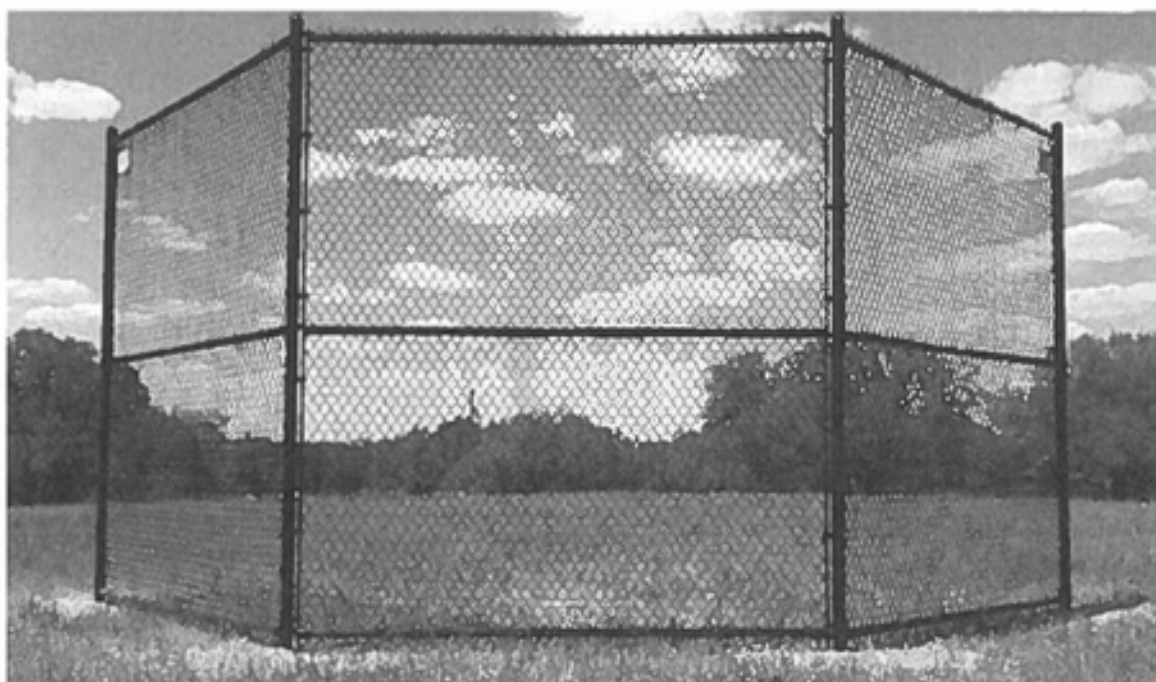




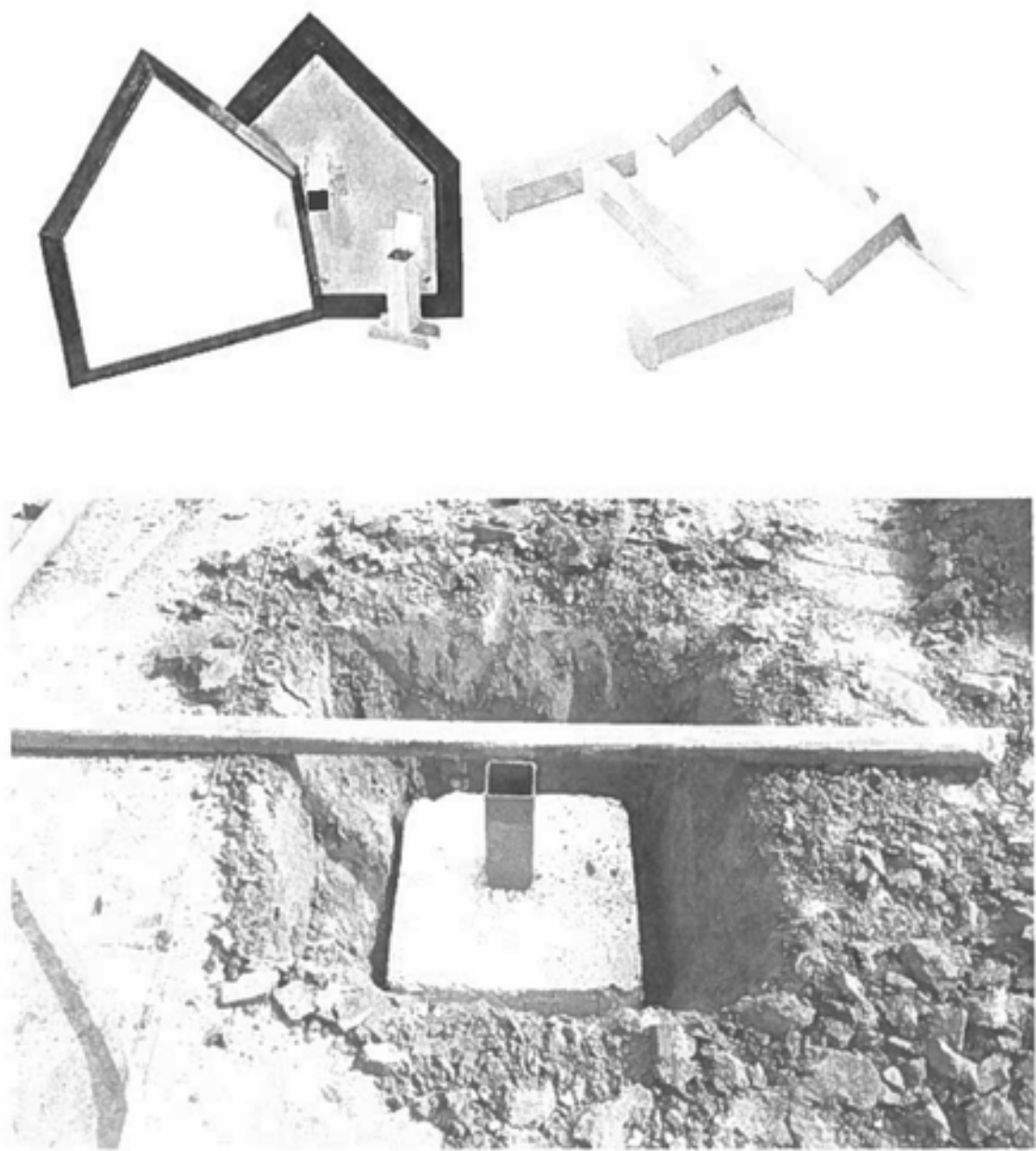
Pitcher's Circle (sunken bricks & mounted pitcher's rubber).



**Appendix 3:** Three-sided permanent backstop with wire chain link. Height: 15' above ground. Side panels: 15' (H) x 10' (L). Centre panel: 15' (H) x 20' (L).



**Appendix 4:** Softball home plate & rubber pitching strip anchors that will be cemented under the ground. The bases are then inserted and removed when not in use.



**Appendix 5: LCCC article on Hydebank baseball diamond**

<https://www.lisburncastlereagh.gov.uk/news/council-opens-first-purpose-built-baseball-diamond>

**Council Opens First Purpose Built Baseball Diamond**

May 31, 2016

Lisburn & Castlereagh City Council is delighted to officially open, at its Hydebank Playing Fields, the first purpose built baseball diamond in Northern Ireland, by hosting the 2016 Ulster Baseball Championships.

The exciting development will be home to several baseball and softball teams, including the Northstars and Buccaneers Baseball Clubs, the Angels Softball Club and the Youth Baseball Academy. The facility will also be utilised by teams competing within both Ulster and Ireland leagues.

The new baseball diamond was opened through a sports diplomacy initiative with technical advice and guidance led by Dr Christopher Stange of the Consulate of Saint Vincent and the Grenadines to Northern Ireland.

The Chairman of the Council's Leisure and Community Development Committee, Alderman Paul Porter cut the ribbon to officially open the much-anticipated baseball facility. Dr Christopher Stange and Alderman Porter, then exchanged gifts in recognition of the event and each other's commitment to developing the sport in Northern Ireland through the project.

Speaking at the opening, Alderman Paul Porter said: "I was delighted to be given this opportunity

to play a part in the official opening of the baseball diamond; and I am extremely proud that this facility is not only a first for the Lisburn & Castlereagh City Council area but also for Northern Ireland. The Council is committed to offering a diverse range of sports and most importantly providing a platform to encourage everyone to get active and try something different.

"The baseball diamond is an excellent addition to the wide range of leisure and community facilities operated by the Council. It provides a high-quality space where teams can practise and compete, promote development within both sports, host international tournaments and increase tourism to the area. I anticipate that this facility will spark further interest in both baseball and softball, which at the moment, are ever growing.

"I would like to thank Dr Christopher Stange for his kind gift and send my sincere thanks to everyone involved in making this project a great success", concluded Alderman Porter.

Dr Christopher Stange also commented: "I would like to commend Lisburn & Castlereagh City Council and all stakeholders in bringing this sports initiative to fruition.

This first of its kind facility, unites both local and newer communities, many hailing from North America, Caribbean, South America, Asia and the Pacific, where baseball and softball are either national or main sports."

Following the ribbon cutting, Alderman Paul Porter, along with Jose Santos, Head Coach, Buccaneers Baseball Club; Sean Shackley, Head Coach, Northstars Baseball Club; Jay Slevin, Head Coach, Angels Softball Club, and Peter Kavanagh, President of Baseball Ireland, took to the mound to throw out the ceremonial first pitch to youth catcher, Joshua Cuthbert.



Alderman Paul Porter took to the mound to throw the ceremonial first pitch at the Official Opening of the first purpose built baseball diamond at Hydebank Playing Fields; he is accompanied by head coaches from Buccaneers Baseball Club, Northstars Baseball Club, Angels Softball Club and Peter Kavanagh President, Baseball Ireland. Pic Steven McAuley/McAuley Multimedia

The 2016 Ulster Baseball Championships welcomed ten teams from across the UK and Ireland, with the Dublin Hurricanes coming out on top to be crowned champions.

Final standings:



|                       |                                 |
|-----------------------|---------------------------------|
| 1. Dublin Hurricanes  | 6. Glasgow Baseball Association |
| 2. Dublin Spartans    | 7. Durham University Bishops    |
| 3. Ulster Buccaneers  | 8. Baseball Scotland            |
| 4. Belfast Northstars | 9. Tonbridge Baseball Club      |
| 5. Liverpool Trojans  | 10. Cavan Comets                |



Liverpool Trojans in action against the Northstars at the Official Opening of the first purpose-built baseball diamond at Hydebank Playing Fields. Pic Steven McAuley/McAuley Multimedia.

#### Appendix 6: Breakdown of Costs

##### Materials

- Galvanised steel tube:
  - 5 – 40mm vertical 18' lengths (3' underground)
  - 8 – 40mm horizontal 10' lengths
- Galvanised steel key clamp connectors (48.3mm): 10
- Wire chain link (100%) or mixed (wire chain link on bottom portion & cricket/baseball netting on upper portion)
- Bricks (standard): 215mm (L) x 102.5mm (W) x 73mm (H): 324 for home plate & 180 for pitcher's circle
- Cement
- Infill clay mixture for home plate circle and pitcher's circle.

Estimated Cost: £2,500.00

Miscellaneous: If cannot be done by council staff

Contractor to install backstop (2 days maximum): £800.00 - £1,000.00

**ENDS**



Unclassified

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**ITEM 9.3****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Choose an item.   |
| Responsible Head of Service |   |
| Date of Report              | 02 August 2023  |
| File Reference              |   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Request for Deputation from the National Trust  |
| Attachments                 | Appendix 1 - Copy corespondence from the National Trust   |

A request has been received from Heather McLachlan, Director for Northern Ireland National Trust which has requested to present to the relevant Committee on the work of the National Trust, the areas of joint endeavour, and outline any policy asks of Councillors.

A copy of the request is attached to this report.

**RECOMMENDATION**

It is recommended that Council considers this request.



**National  
Trust**

heather.mclachlan@nationaltrust.org.uk  
15 August 2023

Stephen Reid, Chief Executive  
Ards and North Down Borough Council  
City Hall  
The Castle  
Bangor  
BT20 4BT

Dear Stephen

### **National Trust NI request for a deputation to Council**

Following feedback from MLAs and councillors last year, and the opportunity of a new cohort of councillors following the election earlier this year, our local team would like to make a deputation to Council on the work of the National Trust, the areas of joint endeavour, and our policy asks of councillors.

As you will be aware, the National Trust is the largest conservation charity in Europe, looking after nature, beauty and history for everyone, for ever. We were founded in 1895 by three people who saw the importance of heritage and open space and wanted to protect them for everyone to enjoy. Across Northern Ireland, we look after 46 sq. miles of countryside and manage 22% of the coastline including areas around the North Down coast and Strangford Lough.

Threats from climate change and the depletion of nature and biodiversity remain as immediate and worrying as ever. Around the Ards peninsula, including at Mount Stewart, risks associated with coastal change will only get worse in a changing climate. As you know, we've been working as part of the NI Coastal Forum, to try and close the gap on knowledge and action for coastal management in Northern Ireland. Last year, we also held a two-day workshop, in conjunction with the Department for Communities, to explore how to build consensus around an appropriate framework for climate change adaptation decision making in historic environment assets, using Mount Stewart's specific circumstances to understand the impacts of such decision making.

National Trust  
Regional Office  
Rowallane Garden  
Saintfield, Ballynahinch  
County Down BT24 7LH  
Tel: +44 (0)28 9751 0721  
Fax: +44 (0)28 9751 1242  
[www.nationaltrust.org.uk](http://www.nationaltrust.org.uk)

Regional Chair: Patrick Nelson  
Director for Northern Ireland: Heather McLachlan

Registered office:  
Heelis, Kemble Drive, Swindon  
Wiltshire SN2 2NA  
Registered charity number 205846

It's important to help lay the groundwork for a brighter future, which addresses the joint threats of climate change and nature's decline, and tackles inequalities of access to green space, heritage and culture. We want all councillors to understand the issues and commit to delivering for nature, climate and people.

Yours sincerely



Heather McLachlan  
**Director for Northern Ireland**

Cont/d

Unclassified

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## ITEM 10

## Ards and North Down Borough Council

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Director of Community and Wellbeing   |
| Responsible Head of Service | Head of Leisure Services  |
| Date of Report              | 03 August 2023  |
| File Reference              | SD149   |
| Legislation                 | Recreation and Youth services Order (1986)  |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below:   |
| Subject                     | Ards and North Down Sports Forum Grants (WG July 2023)  |
| Attachments                 | Appendix 1 - Successful Equipment Report for Approval<br>Appendix 2 - Successful Event Report for Approval<br>Appendix 3 - Successful Goldcard Report for Noting<br>Appendix 4 - Successful Seeding Report for Noting<br>Appendix 5 - Successful Travel & Accommodation Report for Noting<br>Appendix 6 - Unsuccessful Report |

Members will be aware that on the 26 August 2015, Council delegated authority to the Ards and North Down Sports Forum, in order to allow it to administer sports grants funding on behalf of the Council. £45,000 had been allocated within the 2023/2024 revenue budget for this purpose.



## Not Applicable

The Council further authorised the Forum under delegated powers to award grants of up to £250. Grants above £250 still require Council approval. In addition, the Council requested that regular updates are reported to members.

During June 2023, the Forum received a total of 25 applications: 1 Equipment, 5 Event, 3 Goldcard, 1 Seeding and 15 Travel/Accommodation. A summary of the 23 successful applications are detailed in the attached Successful Equipment, Successful Event, Successful Goldcard, Successful Seeding and Successful Travel & Accommodation Appendices.

For information, the annual budget and spend to date on grant categories is as follows:

|  | Annual Budget | Funding Awarded<br>June 2023 | Remaining<br>Budget |
|--|---------------|------------------------------|---------------------|
| Anniversary  | £1,000        | £0                           | £250                |
| Coaching   | £3,000        | £0                           | £2,103.75           |
| Equipment  | £14,000       | *£873.80                     | £11,527.24          |
| Events   | £6,000        | *£2,432.00                   | £968.00             |
| Seeding  | £500          | *£194.99                     | £305.01             |
| Travel and Accommodation   | £14,500       | *£2,180.00                   | £3,466.09           |
| Discretionary  | £1,000        | £0                           | £1,000              |
| Schools/Sports Club<br>Pathway   | £5,000        | £0                           | £4,500              |
| *Goldcards proposed during the period June 2023 is 3 (10 Goldcards in total during 2023/24). |               |                              |                     |

\* \*The proposed remaining budget for Equipment of **£11,527.24** is based on a proposed award of **£873.80** – for Approval. \*The proposed remaining budget for Events of **£968.00** is based on a proposed award of **£2,432.00** – for Approval. \*The proposed remaining budget for Seeding of **£305.01** is based on a proposed award of **£194.99** – for Noting. \*The proposed remaining budget for Travel and Accommodation of **£3,466.09** is based on a proposed award of **£2,180.00** – for Noting and Reclaimed/Withdrawn costs of £260.79.

### RECOMMENDATION

It is recommended that Council approves the attached applications for financial assistance for sporting purposes valued at above £250, and that the applications approved by the Forum (valued at below £250) are noted.

## APPENDIX 1 - SUCCESSFUL EQUIPMENT REPORT FOR APPROVAL

| NAME                                | TYPE               | EQUIPMENT NEED                                       | BENEFIT   | COSTS  | REQUESTED | PROPOSED       | NOTES  |
|-------------------------------------|--------------------|--|---|--|-----------|----------------|--|
| Bangor Amateur Football Club (1256) | Training Equipment | New training equipment to replace obsolete equipment | It will enhance the old stock and will facilitate team bonding and professionalism among players. | 30 training balls £270 + ball carriers £45 + mega cones £82.80 + slalom poles £114 + coloured bibs £350 + hurdles £12 + 40 water bottles £80 = £953.80 | £953.80   | £873.80        | Propose £873.80 for training equipment (£80 towards water bottles cannot be funded), and 'subject to' Safeguarding Policy (only 2 brief pages submitted) |
| <b>TOTALS</b>                       |                    |  |   |  |           | <b>£873.80</b> |  |

## APPENDIX 4 - SUCCESSFUL EVENT REPORT FOR APPROVAL

| NAME                              | SPORT    | EVENT                         | EVENT OUTLINE  | DATES               | REQUESTED | PROPOSED | NOTES   |
|-----------------------------------|----------|-------------------------------|--|---------------------|-----------|----------|---|
| NI Ju-Jitsu Association<br>(1248) | Ju-Jitsu | 2023 The Legacy<br>Convention | Ards Blair Mayne Wellbeing and Leisure Complex and other venues - The WJF World Convention will be hosted in Ards for the first time ever. We will have over 100 international guests accommodated here, approx. 250 adults and 400 children training in a series of workshops led by world-class coaches. The event is to re-invigorate, re-inspire and re-train local volunteers and coaches to make our clubs sustainable for years to come and to provide an enjoyable and productive learning experience for all. | 8-10th<br>Sept 2023 | £1,000    | £1,000   | Recommend funding of £1,000 'subject to' a valid Insurance Schedule for the time of the event (when available) and a Risk Assessment which is signed & dated. |

|                                 |              |  |   |                |        |           |   |
|---------------------------------|--------------|--|---|----------------|--------|-----------|---|
| Ards Table Tennis Club (1257)   | Table Tennis | 2023 Des Fannigan Investment Solutions Ulster Series | Ards Blair Mayne Wellbeing & Leisure Complex - A scheduled Table Tennis tournament under the authority of Table Tennis Ulster. Organised and in conjunction with Ards Table Tennis Club we would anticipate 32-40 people playing. | 2nd Sept 2023  | £432   | £432      | All documentation provided. Recommend funding of £432.                            |
| North Down Athletic Club (1265) | Athletics    | 2023 Bangor 10K                                      | This is a road running event, expecting to attract 1000 to 1200 people to the City of Bangor.   | 30th Sept 2023 | £1,000 | £1,000    | All documentation submitted. Propose £1,000 towards total project costs (£8,113). |
| TOTALS                          |              |  |   |                |        | £2,432.00 |   |

## APPENDIX 3 - SUCCESSFUL GOLDCARD REPORT FOR NOTING

| APPLICANT               | REPRESENTING | SPORT               | EVENT  | DATES               | GYM              | PROPOSED | NOTES  |
|-------------------------|--------------|---------------------|--|---------------------|------------------|----------|--|
| Claire McLarnon (1241)  | Ireland      | Weightlifting       | 2023 Dutch Masters International Open, Netherlands | 21-22 October 2023  | ABM & LDP        | Yes      | Email from Weightlifting Ireland confirms Claire is part of the Irish Masters Weightlifting squad representing Ireland. She is currently ranked fourth in the Female Masters rankings and is the current European Champion in her class. Goldcard recommended until 4 January 2024 (minimum 6 months). |
| Iseult Speirs (1245)    | Ireland      | Sailing             | 2023 Topper British Nationals, Wales               | 6-11 August 2023    | BA, BS, ABM, QLC | Yes      | RYA NI Letter confirms Iseult has been selected to attend the Topper British Nationals, 6-11 August 2023. Goldcard recommended until 4 January 2024 (minimum 6 months).  |
| Eamon Montgomery (1258) | Ireland      | Artistic Gymnastics | 2023 World Championships, Antwerp                  | 30th September 2023 | ABM & BA         | Yes      | Eamon has submitted a letter from Gymnastics Ireland advising he has been selected for the World Championships (2024 Olympic Qualifier) and the 2023 Senior National Squad. Propose Goldcard until 31 March 2024.  |
| <b>TOTALS</b>           |              |                     |  |                     |                  | <b>3</b> |  |

## APPENDIX 4 - SUCCESSFUL SEEDING REPORT FOR NOTING

| NAME               | TYPE   | EQUIPMENT NEED                                   | BENEFIT  | COSTS                        | REQUESTED | PROPOSED       | NOTES   |
|--------------------|--|--|--|------------------------------|-----------|----------------|---|
| Sup Club NI (1264) | Support the launch of new Stand Up Paddle-boarding Youth Section | To launch Youth Section of the club (ages 6-16). | The purchase of 4 x 2 Way radios allows our team to communicate whilst delivering youth sessions. This allows us to help young paddlers in the safest environments, surrounded by qualified coaches that can communicate observations, warnings, concerns or actions being taken instantaneously without the need for shouting, raising alarm or concern across the group of participants. | 2 Way Waterpro of Radios x 4 | £194.99   | £194.99        | Recommend funding of £194.99, 'subject to' a Club Member signature (Section 6 Application Form), details of Office Bearers and most recent Club Bank Statement. |
| <b>TOTALS</b>      |  |  |  |                              |           | <b>£194.99</b> |   |



## APPENDIX 5 -SUCCESSFUL TRAVEL/ACCOMMODATION REPORT FOR NOTING

| APPLICANT            | SPORT                   | EVENT  | REPRESENTING | LOCATION                    | DATES           | REQUESTED | PROPOSED | NOTES  |
|----------------------|-------------------------|--|--------------|-----------------------------|-----------------|-----------|----------|--|
| Daniel Palmer (1242) | Sailing                 | 2023 ILCA 6 Youth & Mens World Championships | Ireland      | Dziwnow, Poland             | 1-9 July 2023   | £170      | £170     | Letter from RYA NI confirms Daniel has been selected to attend the ILCA 6 Youth & Men World Championships: Dziwnow, Poland 1-9 July 2023. Application states Daniel has received £500 Mary Peters Trust funding towards training. Recommend funding of £170. |
| Daniel Palmer (1243) | Sailing                 | 2023 ILCA 6 Youth Europeans                  | Ireland      | Gdynia, Poland              | 12-20 July 2023 | £170      | £170     | Letter from RYA NI confirms Daniel has been selected to attend the ILCA 6 Youth Europeans, Gdynia Poland 1-9 July 2023. Application states Daniel has received £500 Mary Peters Trust funding towards training. Recommend funding of £170.                   |
| Zac Hanna (1244)     | Equestrian - Polocrosse | 2023 Polocrosse Four Nations Tournament      | Ireland      | Cheshire Polo Club, England | 19-23 July 2023 | £150      | £150     | Letter from BEF confirms Zac has been selected to represent Ireland at the Polocrosse 4 Nations Tournament, 19-23 July 2023. £100 Funding received from Pony Club. Recommend funding of £150   |

|                             |            |  |         |                                   |                       |      |      |  |
|-----------------------------|------------|--|---------|-----------------------------------|-----------------------|------|------|--|
| Jessica Dadley-Young (1247) | Sailing    | 2023 RS Feva Irish National Championship | Ireland | Blessington Sailing Club, Ireland | 24-25 June 2023       | £100 | £100 | Letter from RYA NI confirms Jessica has been selected to represent N.Ireland at the RS Feva Irish National Blessington Sailing Club 24-25 June 2023. Recommend funding of £100   |
| Dean Mills (1250)           | Lawn Bowls | 2023 Jersey Test Series                  | Ireland | Jersey                            | 10-13 June 2023       | £150 | £150 | Email from the Irish Bowls Federation confirms applicant has been selected to attend the Jersey Test Series, 10-13 June 2023. Recommend funding of £150, 'subject to' breakdown of costs and the accompanying receipts/bank statements.              |
| Dean Mills (1251)           | Lawn Bowls | 2023 British Isles Championships         | Ireland | Northfield, Scotland              | 29 June - 2 July 2023 | £150 | £150 | Email from the Irish Bowls Federation confirms applicant has been selected to attend the British Isles Championships, 29 June-2 July 2023. Recommend funding of £150, 'subject to' breakdown of costs and the accompanying receipts/bank statements. |

|                          |                                  |   |                  |  |                     |      |      |  |
|--------------------------|----------------------------------|---|------------------|--|---------------------|------|------|--|
| Tommy Caldwell<br>(1252) | BMX Racing                       | 2023 BMX Ireland, National Championships  | Ulster           | Cork                                     | 1st July<br>2023    | £100 | £100 | Letter from BMX Ireland confirms applicant will be representing Ulster at the BMX Ireland, National Championships in Cork, 1 July 2023. Recommend funding of £100, "subject to" Recognised NGB letter (Cycling Ulster/Ireland).                                |
| Tommy Caldwell<br>(1253) | BMX Racing                       | 2023 UCI BMX Racing World Championships   | Ireland          | Glasgow                                  | 3-10 August<br>2023 | £150 | £150 | Letter from BMX Ireland confirms applicant has earned ranking of Ireland No.2 in 9-10yrs category and will be representing Ireland at the UCI BMX Racing World Championships. Recommend funding of £150, "subject to" Recognised NGB letter (Cycling Ireland). |
| Patrick Dally<br>(1254)  | Men's Senior Volleyball (indoor) | 2023 CEV Small Countries Association (SCA) Senior Men's Indoor Volleyball Championships | Northern Ireland | Oriam Sports Centre, Edinburgh, Scotland | 15-17 June<br>2023  | £150 | £150 | Letter from NI Volleyball confirms Patrick has been selected to represent NI at CEV SCA Championships in Edinburgh, 15-18 June. Recommend funding of £150.   |

|                          |               |  |         |  |  |      |      |   |
|--------------------------|---------------|--|---------|--|--|------|------|---|
| Eva Patton (1255)        | Athletics     | 2023 All Ireland Age Group Championships | Ulster  | Tullamore, Offaly                            | 8 July 2023 & 22 July 2023 (two separate events) | £200 | £200 | Letter from Athletics NI confirms applicant has been qualified for the All Ireland Age Group Championships for hurdles & shot (8 July) and the 80m (22 July) . Recommend funding of £200, as applicant travelling to event on two separate occasions.           |
| Harrison McGrogan (1259) | Weightlifting | 2023 EWF Youth and U15 Championships     | Ireland | Moldova                                      | 3rd July 2023                                    | £170 | £170 | Applicant has provided a Weightlifting Ireland email confirming he is representing Ireland at the European Youth and U15 Championships in Moldova, in July. Recommend funding of £170.  |
| Amy Benson (1260)        | Tag Rugby     | 2023 British and Irish Championships     | Ireland | King's House Sports Ground, Chiswick, London | 24th June 2023                                   | £150 | £150 | Applicant has provided an Irish Tag Rugby Association' letter confirming she is representing Ireland at the British and Irish Championships on 24 June. Recommend funding of £150, 'subject to' an IRFU letter as the ITRA are not recognised by Sport Ireland. |

|                            |            |  |         |                                    |                      |      |                  |  |
|----------------------------|------------|--|---------|------------------------------------|----------------------|------|------------------|--|
| Amy Benson<br>(1261)       | Tag Rugby  | 2023 Tag Rugby World Cup   | Ireland | University of<br>Limerick, Ireland | 2 - 5 August<br>2023 | £100 | £100             | Applicant has provided an Irish Tag Rugby Association' letter confirming she is representing Ireland at the Tag Rugby World Cup from 2-5 August. Recommend funding of £100, 'subject to' an IRFU letter as the ITRA are not recognised by Sport Ireland. |
| Harvey Woodridge<br>(1262) | Ice Hockey | 2023 Summer Cup  | Ireland | Bratislava, Slovakia               | 22-26 June<br>2023   | £170 | £170             | Letter from IIHA confirms that Harvey has been selected to play ice hockey for U18 Team Ireland for the Summer Cup tournament in Bratislava, 23-25 June. Recommend funding of £170.  |
| Freya Boyce<br>(1263)      | Athletics  | 2023 Athletics Ireland<br>Tailteann Games<br>(Interprovincial<br>Championship) | Ulster  | SETU, Carlow, Co<br>Wexford        | 24th June<br>2023    | £100 | £100             | USSAA letter advises Freya will be representing Ulster at Athletics Ireland Tailteann Games on 24 June. Propose £100, "Subject to" an Athletics NI letter (Recognised NGB).  |
| <b>TOTAL</b>               |            |  |         |                                    |                      |      | <b>£2,180.00</b> |  |

## APPENDIX 6 - UNSUCCESSFUL APPLICATIONS REPORT

| APPLICANT                     | APPLICATION | REQUEST                                      | EVIDENCE REQUIRED   | EXPLANATION  |
|-------------------------------|-------------|--|---|--|
| St. Comgall's Ju-Jitsu (1246) | EVENT       | 2023 The Legacy Convention, 8-10th Sept 2023 | The maximum funding per sporting organisation for Event Grant is <b>£1,000 (per financial year)</b> , subject to available funds. | The Sports Forum have received three applications for the same Event, for £1,000 towards the Cost of International Coaches, and have agreed to fund one application from the National Governing Body. The Council reserves the right to fund/not fund any project which is deemed suitable/unsuitable for the Ards and North Down Sports Forum grant scheme. |
| Hollywood Ju-Jitsu (1249)     | EVENT       | 2023 The Legacy Convention, 8-10th Sept 2023 | The maximum funding per sporting organisation for Event Grant is <b>£1,000 (per financial year)</b> , subject to available funds. | The Sports Forum have received three applications for the same Event, for £1,000 towards the Cost of International Coaches, and have agreed to fund one application from the National Governing Body. The Council reserves the right to fund/not fund any project which is deemed suitable/unsuitable for the Ards and North Down Sports Forum grant scheme. |

Unclassified

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**ITEM 11****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Community and Wellbeing Committee   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Director of Community and Wellbeing   |
| Responsible Head of Service | Head of Community and Culture   |
| Date of Report              | 01 August 2023  |
| File Reference              | CDV 35C   |
| Legislation                 | Northern Ireland Act 1998   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Christmas Festival Fund 2023  |
| Attachments                 | None  |

Members will be aware following on from previous years, that the Council operates a Christmas Festival Programme for the following towns and villages in the Borough who receive Christmas Trees from the Council.

**Villages –**

Ballygowan  
 Ballyhalbert  
 Ballywalter  
 Carrowdore  
 Cloughey  
 Conlig  
 Greyabbey  
 Groomsport  
 Helens Bay  
 Killinchy  
 Kircubbin  
 Millisle



Not Applicable

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Portaferry  
Portavogie

**Towns –**

Donaghadee  
Comber  
Holywood.

The two Switch-On Festivals in Bangor and Newtownards will continue to be delivered by the Council's Tourism Section in 2023.

The Council invited applications for the 2023-24 Christmas Festival Fund with a closing date of 4pm on Monday 19<sup>th</sup> June 2023. By the closing date 16 applications were received from 13 villages and three towns requesting funding totalling £21,138.00. The maximum amount of funding for each of the villages was £1,000 and for the towns the maximum applicable was £3,000. £12,138 went to applications from Villages with £9,000 going to applications from Towns.

The applications were assessed and scored by a Community Development Officer, the Grants & Funding Co-Ordinator and a PCSP Officer using the following criteria.

| <b>Grant Criteria -</b>                  | <b>Points</b> |
|--|---------------|
| Open and accessible                      | 5             |
| Community Participation                  | 5             |
| Volunteer Involvement                    | 5             |
| Opportunities to improve skills/training | 5             |
| Collaboration and partnership            | 5             |
| Strong sense of Community                | 5             |
| Value for money                          | 5             |
| <b>Total</b>                             | <b>35</b>     |

The assessment panel agreed a pass mark of 45% (score 16). The marks were totalled and calculated as a percentage.

All applications submitted were successful in attaining the pass mark and all received the full amount of grant requested.

**Table 1 (VILLAGES)**

|                 | <b>Name of group</b>                        | <b>Date</b> | <b>Time</b> | <b>Amount applied for</b> | <b>Score out of 35</b> | <b>Score as %</b> | <b>Amount Awarded</b> |
|-----------------|---|-------------|-------------|---------------------------|------------------------|-------------------|-----------------------|
| <b>Villages</b> |   |             |             |                           |                        |                   |                       |
| 1               | Ballygowan & District Community Association | 02/12/2023  | 6-9pm       | £660.00                   | 27/35                  | 77%               | £660.00               |
| 2               | Ballyhalbert Community Association          | 04/12/2023  | 7-9 pm      | £1,000.00                 | 26/35                  | 74%               | £1,000.00             |

## Not Applicable

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|    |  |            |                 |                   |       |     |                   |
|----|--|------------|-----------------|-------------------|-------|-----|-------------------|
| 3  | Ballywalter Community Action Group                     | 01/12/2023 | 7-9pm           | £1,000.00         | 29/35 | 82% | £1,000.00         |
| 4  | Carrowdore & District Community Association            | 02/12/2023 | 5-9pm           | £1,000.00         | 25/35 | 71% | £1,000.00         |
| 5  | Cloughey & District Community Association              | 06/12/2023 | 6.30pm-9.30pm   | £478.00           | 26/35 | 74% | £478.00           |
| 6  | Conlig Community Regeneration Group                    | 02/12/2023 | 3.30-5.30 pm    | £1,000.00         | 32/35 | 91% | £1,000.00         |
| 7  | Discover Groomsport                                    | 01/12/2023 | 6.30pm – 9.30pm | £1,000.00         | 24/35 | 68% | £1,000.00         |
| 8  | Greyabbey & District Community Association             | 08/12/2023 | 1pm-9.30pm      | £1,000.00         | 24/35 | 68% | £1,000.00         |
| 9  | Killinchy & District Community Development Association | 11/12/2023 | 5pm-9pm         | £1,000.00         | 21/35 | 60% | £1,000.00         |
| 10 | Kircubbin & District Community Association             | 05/12/2023 | 7-9 pm          | £1,000.00         | 26/35 | 74% | £1,000.00         |
| 11 | Millisle & District Community Association              | 02/12/2023 | 6.30pm - 9 pm   | £1,000.00         | 28/35 | 80% | £1,000.00         |
| 12 | Portaferry Gala Fest                                   | 01/12/2023 | 6.30-8.30 pm    | £1,000.00         | 27/35 | 77% | £1,000.00         |
| 13 | Portavogie Regeneration Forum                          | 01/12/2023 | 6.30-9pm        | £1,000.00         | 25/35 | 71% | £1,000.00         |
|    | <b>Village Total</b>                                   |            |                 | <b>£12,138.00</b> |       |     | <b>£12,138.00</b> |

Table 2 (TOWNS)

|   | Name of group                             | Date       | Time  | Amount applied for | Score out of 35 | Score as % | Amount Awarded |
|---|---|------------|-------|--------------------|-----------------|------------|----------------|
|   | <b>Towns</b>                              |            |       |                    |                 |            |                |
| 1 | Comber Regeneration Community Partnership | 30/11/2023 | 6-9pm | £3,050.00          | 16/35           | 45%        | £3,000.00      |

Not Applicable

|   |  |            |               |                  |       |     |                   |
|---|--|------------|---------------|------------------|-------|-----|-------------------|
| 2 | Donaghadee Community Development Association | 1-3 Dec'23 | Various times | £3,100.00        | 18/35 | 51% | £3,000.00         |
| 3 | Holywood & District Community Council        | 25/11/2023 | 10-5pm        | £3,000.00        | 28/35 | 80% | £3,000.00         |
|   | <b>Towns Total</b>                           |            |               | <b>£9,150.00</b> |       |     | <b>£9,000.00</b>  |
|   | <b>Overall Fund Total</b>                    |            |               |                  |       |     | <b>£21,138.00</b> |

### RECOMMENDATION

It is recommended that the Council approves the assessment panel's recommendations detailed in the tables above and funds Christmas festivals at a cost of £21,138.00.

Unclassified

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## ITEM 12

## Ards and North Down Borough Council

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Director of Community and Wellbeing   |
| Responsible Head of Service | Head of Community and Culture   |
| Date of Report              | 31 July 2023  |
| File Reference              | CW159   |
| Legislation                 | The Local Government Act (NI) 2014  |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Cost of Living Crisis - Request to Administer Hardship fund for 2023-2024   |
| Attachments                 |   |

**Background**

In 2022/23 in response to a notice of motion, Council agreed to distribute monies provided by DFC towards hardship through partners on the Community Support Steering Group as follows.

| Organisation                         | Purpose of Funding   | Funding Recommended |
|--------------------------------------|--|---------------------|
| Community Advice Ards and North Down | To collaborate with partners to provide advice, signposting and wraparound support | £6,672              |
| St Vincent De Paul                   | To collaborate with partners to provide advice, signposting and wraparound support | £6,672              |
| Ards Foodbank                        | To collaborate with partners to provide food, signposting and wraparound support   | £6,672              |

## Not Applicable

|                               |  |         |
|-------------------------------|--|---------|
| Bangor Food Bank              | To collaborate with partners to provide food, signposting and wraparound support                                   | £6,672  |
| Storehouse Food Bank          | To collaborate with partners to provide food, signposting and wraparound support                                   | £6,672  |
| Ards Community Network        | To collaborate with partners to provide advice, signposting  | £2,872  |
| County Down Community Network | To collaborate with partners to provide advice, signposting by supporting their running costs                      | £2,872  |
| North Down Community Network  | To collaborate with partners to provide advice, signposting by supporting their running costs                      | £2,872  |
| Kilcooley Womens Centre SSM   | To collaborate with partners to provide food, signposting and wraparound support by supporting their running costs | £26,672 |

Council have now received confirmation of a similar offer of funding from the Department for Communities (DfC) for 2023/24 in the form of a hardship fund totalling £344,027. This is to be distributed before the end of March 2024. It had been hoped that a similar distribution could have been made as above this financial year and the balance put towards an open call scheme. However, DfC have said that all the monies must be subject to open call. DfC have set out the criteria of this fund as follows:

**1. A competitive Fund open to:** Strategic Community Planning Partners, Community & Voluntary Sector Organisations and registered charities working in Ards and North Down.

**2. Purpose of fund:** To address hardship due to the current cost of living crisis, particularly the increase in energy and food costs.

The Hardship Funding Programme is developed in recognition of the difficult financial circumstances which exist for the community.

**3. The aim of the fund is to:**

- Support people who are experiencing food, fuel and financial hardship.
- Provide spaces with a food offering alongside activities and heat (but food should be the primary purpose)
- Enhance service delivery by keeping facilities open and running for longer during the autumn and winter months.
- Develop community schemes to improve self-sufficiency and resilience such as growing spaces and the installation and running of community fridges.
- Increased capacity and integration with existing hardship support services (e.g., Social Supermarkets)
- Holiday hunger initiatives and school/educational based food project e.g. breakfast clubs.

## Not Applicable

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Under the Hardship Funding Programme, applicants can apply for up to £30,000. The minimum value of each application should be £10,000. Applications must demonstrate how the proposed project will address any of the key aims set out above.

#### 4. Who is eligible

The fund is open to the following organisation/groups operating within Ards and North Down:

- Strategic Community Planning Partners (if not delivering statutory functions)
- Community & Voluntary Sector Organisations (if application shows additionality)
- Registered charities (if application should bring additionality to a charitable purpose)

The above organisations need to meet the following criteria:

- Provide an open and accountable governing document (Constitution or Articles and Memorandum of Association, or applicable governing document, or be based in statute) that has been properly adopted.
- A bank account in the name of the organisation, which requires at least two signatories (unless a Strategic Community Planning Partner).
- An annual set of independently examined financial accounts, endorsed at an annual general meeting (diff for a Strategic CP Partner).
- A Management committee or Governing Board, elected by its membership at an Annual General Meeting, and elected office bearers.

#### 5. What we can and cannot fund

Types of areas **we can fund** include (but are not restricted to):

- Projects that identify communities and individuals who are financially vulnerable and have an innovative solution based on food, fuel and financial hardship.
- Energy costs (e.g., heating and lighting) e.g., voucher schemes (food and fuel)
- Costs associated with the provision of food to provide users/those facing hardship with sustenance e.g., Including Social Supermarkets, Food Banks, Fareshare, Community Fridges, and other meal-based projects.
- Projects that enable community food-based planting programmes delivery e.g., raised beds, poly tunnel, seeds and plants required to grow vegetables/herbs or other items which will provide local communities with produce to assist in meal preparation.
- Purchase and installation of community fridges (but not ongoing energy costs after March 2024)

#### What we cannot fund

- Individual people.
- Private and/or commercial businesses.
- General building or maintenance costs.
- Projects/services operating outside of Ards and North Down area.



### Not Applicable

- Funding cannot be used for subsidy schemes (summer schemes and leisure activities), appliances, small grants to community organisations for community-based projects, advice services, community training, uniform schemes and community transport initiatives (list based on clarity provided by Department for Communities).

#### Criteria that would be used to short-list applications

- How the applicant will identify people who are most at risk e.g., deprivation, working poor, older people, ethnic minorities, children and young people, socially/physically isolated etc.
- How the applicant will target and promote your project to individuals and communities.
- Number of individuals your project can support.
- Value for money – this is not based on the cheapest value of the project but either the number of people who can be supported or the impact of the support that can be provided to individuals/families.
- Ability to complete project and provide evidence of impact within the required deadlines.

#### Additional Information

The financial support available through this grant may not cover all costs associated with the requirements of the group for the development of a particular project. Where this is the case, the criteria will require the organisation to cover any shortfall from their existing resources and provide proof of funds. Match funding will not be a prerequisite for the submission of applications.

Proposals should outline the costs associated in adapting the delivery of, or creating new programmes, services and activities to help address hardship (food, fuel and financial) in local communities.

All projects should be delivered by 31 March 2024.

Successful applicants will be required to collect and submit the following information:

- Number of participants and location.
- Completed entry questionnaire to the scheme (to be provided by ANDBC).
- Completed exit questionnaire to the scheme (to be provided by ANDBC).

### RECOMMENDATION

It is recommended that Council accepts the offer to administer a Hardship Grant programme as outlined in this report and invites applications from eligible organisations in September.



Unclassified

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## ITEM 13

## Ards and North Down Borough Council

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Director of Community and Wellbeing   |
| Responsible Head of Service | Head of Community and Culture   |
| Date of Report              | 08 August 2023  |
| File Reference              | HER 04 08/23  |
| Legislation                 | N/A   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Acceptance of Grant for the development of the Sir Samuel Kelly Lifeboat  |
| Attachments                 | Appendix Terms and Conditions of the Grant Offer  |

Donaghadee Heritage Preservation Company (DHPC) seeks the agreement of the Council to become a joint recipient of a grant of £90,000 offered by the National Lottery Heritage Fund.

The grant, which will be disbursed over two years, will pay for the building and equipment of an Exhibition Room in front of the Sir Samuel Kelly (SSK) boat shelter, for a new fence round the SSK compound and for the employment of a part-time worker to take the project forward.

The Council has recently approved a five-year renewal of the lease of the SSK site, and planning permission for the development is expected to be given at the Planning Committee meeting on 5<sup>th</sup> September 2023. The Council took ownership of the Sir Samuel Kelly under an asset transfer from National Museums Northern Ireland in 2018 and put in place a 25-year License Agreement with DHPC for the conservation, preservation and display of the SSK.

## Not Applicable

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The Heritage Fund has asked, as a condition of the grant, that the Council should stand behind the Company as a joint recipient. The backing of the Council is required by the Fund because the lease under which the company holds the site is not long enough, or secure enough, to satisfy the Fund's centrally imposed conditions. The Company has accepted the Fund's offer of the grant, but the contractual agreement cannot be finalised until the Council has given its approval.

By becoming a joint recipient, the Council would incur contingent liabilities to ensure that the grant was properly used and accounted for if the company were to fail to do so. The company's submission is, however, that the risk of those liabilities materialising is small and that the Fund's requirement for this extra security reflects an abundance of caution.

The Company has previously demonstrated excellent governance and are proactive in seeking and securing financial support for the continued preservation of the SSK and development of the site. The conditions of their five-year lease states that the Council has an expectation that they seek external funding.

The Heritage Fund made its offer in early July and initially set a term of ten days for the Company to say whether it accepted it. That deadline was extended when it was explained that it would not be possible for the Council to process the request in that time. However, the matter is now urgent.

### **RECOMMENDATION**

It is recommended that Council give its approval to act as a co-recipient of the £90,000 National Lottery Heritage Grant so that there is no risk of this valuable grant being lost to the Borough.



# Heritage Fund

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## Terms and conditions of your Grant

In this summary we highlight some of the main terms. However, you should always read and refer to our full [Standard Terms of Grant](#). They also include the definitions used which are the same both here and in the Standard Terms of Grant.

### Timings

#### Get your Grant payments

You must have requested and received 100% of your Grant amount by your Grant Expiry Date. After this date, your Grant offer expires, and we won't be able to make any more payments to you. If you think you need an extension to this date, contact your Investment Manager.

#### Deliver your Project

You must complete your Project by your Grant Expiry Date.

To complete your Project, you need to have:

- delivered all the work and activities as show in your Project,
- evaluated your Project and sent us through the evaluation report,
- provided evidence of how you spent the Grant, on anything above £250,
- completed and sent us your Completion Report and Final Payment Request

## How long your Grant Contract lasts

If your Project includes:

- activities, like an exhibition, or an event with no Digital Outputs, these terms of Grant end on the Project Completion Date,
- Digital Outputs, like the creation of a website, these terms of Grant will apply until 5 years after the Project Completion Date, if you are a not-for-profit organisation. If you are a private individual or for-profit commercial organisation the terms will apply for 10 years after the Project Completion Date,
- capital works, like a building extension or restoration, these terms of Grant will apply until 5 years after the Project Completion Date. For a private individual or for-profit commercial organisation the terms will apply for 10 years after the Project Completion Date,
- buying a heritage item, land or a building, these terms of Grant will apply indefinitely. If you want to sell, destroy or dispose of what you have bought in future, you must ask for our permission and we may claim back all, or part of, your Grant or require share of proceeds in proportion to the value of the Grant. More information about this can be found in our [guidance on Property Ownership](#).

## Funding requirements

**Projects must:**

- only use our funding for the agreed Project costs and Approved Purposes set out in the your Project section,
- only start work after we have confirmed in writing that the Project can start,
- finish on, or before, your Grant Expiry Date,
- demonstrate current industry standards and best practice in your area of heritage,
- follow all relevant legislation and regulations, for example, this could be listed building consent or planning permission,
- provide regular financial and Project progress reports,
- undertake ongoing evaluation reporting, and produce a final evaluation report at the end of the Project,
- following completion of Approved Purposes, continue to use the Property for the Approved Usage set out in the Your Project section, for the term of the Grant. This will not be applicable if your Project is activity only.

**Organisations must:**

- agree to follow a whistleblowing process to report if the dignity, safety, security and well-being of end-users is not met,
- behave ethically by following the [7 principles of public life](#) and make sustainable choices to reduce your Projects impact on the environment,
- follow the [government Code of Conduct](#) that sets out the standard of behaviour for people or organisations that receive government Grants,
- agree to send us digital images of the Project, with the agreed relevant permissions.
- take all steps and sign and date any documents as may be necessary to carry out your obligations under these terms and conditions and [Standard Terms of Grant](#) and to give us the rights granted to us under them.



## Share information to help monitor your Project

We may ask to visit your Project, or see documents or information about your Project, so that we can provide appropriate support, and to ensure that you are:

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- delivering your Project in accordance with your Application, with any changes as agreed, up to the award of your Grant,
- identifying and managing risks, including Project, financial and fraud risk,
- correctly accounting for spending and budget,
- keeping to the agreed use following Project completion.

It is important that you provide us with Project and information access when asked.

## If you're buying goods, works or services

1. In all Projects, whenever you use your Grant to purchase goods, works or services, we will ask you to give us details of the procurement (which is the buying, tendering and selection process). If you have already purchased goods, works or services for your Project, you will need to tell us how you did it. We cannot pay your Grant if you have not followed the following procedure.
2. If you are a Public Body or your Project is subject to Public Procurement legislation then you must follow the relevant legislation.
3. Procedures to recruit consultants and contracts must be fair and open and comply with relevant equality and employment legislation. Fees for any consultants or other professionals that you recruit during the Project should be in line with professional guidelines and be based on a clear written specification. If any of the contractors, suppliers or consultants you wish to appoint are linked, for example close friends or relatives, or if there is any financial link such as ownership of these suppliers you will need to obtain our written permission from us first.
4. If you are unsure about your obligations, we advise you to take professional or legal advice.

### Under £10,000

5. If you are buying goods, works or services for £10,000 or under you do not need to openly tender for these or get multiple quotes. We will still expect you to show overall value for money.

### Between £10,000 and £50,000

6. You must get at least three competitive quotes for all goods, works and services worth £10,000 or more (excluding VAT) that we have agreed to fund.
7. You do not necessarily need to appoint the contractor, supplier or consultant who provides the lowest quote. When deciding who to appoint for your Project, you should look at the overall value for money the quote presents and the skills, experience and financial viability of the contractor, supplier or consultant.

8. For all goods, works and services worth more than £50,000 (excluding VAT), you must provide proof of competitive tendering procedures. Your proof should be a report on the tenders you have received, together with your decision on which to accept.
9. You do not necessarily need to appoint the contractor, supplier or consultant who provides the lowest quote. When deciding who to appoint for your Project, you should look at the overall value for money the quote presents and the skills, experience and financial viability of the contractor, supplier or consultant.

In some circumstances, you do not need to undertake a competitive tendering procedure and you can invite only one organisation to tender. This is where:

- the total price of the contract is less than £10,000,
- a framework agreement is in place for the supply of goods, works or services which has been previously competitively tendered, and the goods or services are directly relevant to the scope of the Project works to be undertaken,
- there is a Project contract in place, which has previously been competitively tendered, and it is logical to extend to cover additional Project work. In this case you must confirm that:
  - in the case of capital works the prices of most elements of work, including preliminaries, overheads and profits can be directly applied from the existing contract to the new work,
  - the new work is smaller in scale, and is of a similar type to the main contract work,
  - the contractor will not claim disruption or prolongation cost to the main contract if the new work is introduced,
  - the existing contract restricts work being undertaken by others,
  - the goods, works or services required are unique as set out in a non-branded requirement specification and it is not possible to obtain them from other sources by competitive tender,
  - you can demonstrate that you have tried to tender the goods, works or services openly and competitively but had not received sufficient interest. The only tender received was submitted by a service provider who believed they were doing so in competition with others,
  - emergency work where it can be shown that time taken to obtain tenders would put the Project at risk and add considerably to eventual costs,
  - the company providing the single tender is not connected, either through ownership or through family connections, with senior representatives of the grantee.

We will also require you to take into account social values in your procurement, including:

- diverse supply chains
- improved employability and skills
- inclusion, mental health and well-being
- environmental sustainability
- safe supply chains

## If you're producing Digital Outputs

10. Digital Outputs include things like photographs, documents, code, websites, digital archives, sound and video recordings or audio-visual installations.

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If your Project includes Digital Outputs, by accepting these terms you also agree to:

- release all Grant funded Digital Outputs under our default licence, Creative Commons Attribution 4.0 International ([CC BY 4.0](#)) or equivalent, except code and metadata which should be marked with a Creative Commons 0 1.0 Universal ([CC0 1.0](#)) Public Domain Dedication or equivalent. Assets already in the public domain cannot be included in our required licence, so should be marked with a Creative Commons 0 1.0 Universal ([CC0 1.0](#)) Public Domain Dedication, or equivalent.
- No new rights should arise in non-original materials resulting from the reproduction of public domain works supported by grant funding. Digital reproductions of public domain materials, including photographic images and 3D data, should be shared under a CC0 1.0 Public Domain Dedication.
- be the rightsholder of any original Grant funded materials you produce. Where other people contribute materials to the Project, or the Project makes use of pre-existing materials, it will be your responsibility to get permission from the rightsholder to apply our default licence,
- ensure that the Digital Outputs are kept up-to-date, function as intended and do not become out-of-date before five years after your Project Completion Date, (or where the lead applicant is a private owner of heritage, for 10 years from the Project Completion Date),
- ensure websites and website content meet at least W3C Single A accessibility standard,
- provide us with the web address or addresses (URL/s) of the site, or sites, that will host your Digital Outputs, and update these if materials are relocated,
- ensure free and unrestricted online access to the Digital Outputs.

You must not release your Project's Digital Outputs on other terms without our prior written consent.

## If your project includes property

Property includes:

- land and buildings,
- anything fixed to land such as structures and statues,
- objects in a museum or library collection which are being acquired, restored, conserved or improved with our Grant,
- intangible or non-physical property which is being created such as copyright in a book or in a digital database.

11. You must continue to own the Property and keep exclusive control over what happens to it. This means you must not sell or lease the Property. Other than as permitted in the digital output section, shown above. You must not sell, let or part with it or any interest in it, or give any rights over it to anyone else, or take steps to do so, without our approval beforehand.



- following:
- that you pay us a share of the net proceeds of selling or letting the Property within 1 month of parting with the assets or other goods,
  - that you sell or let the Property at its full market value,
  - any other conditions we think apply.

12. We may claim from you an amount in the same proportion to the sale price as the Grant is to the original cost of the Project, or the portion of the Grant spent on the assets or goods concerned, whichever is the greater. You must pay whatever we decide is appropriate in the circumstances. We may decide not to ask you to repay the Grant (or any part of it as we think fit) but it is for us to decide.

You must:

- maintain the Property in good repair and condition. If necessary, you must also keep it in an appropriate and secure environment,
- insure the Property to the standard set out in the [Receiving a Grant Guidance](#) and [Programme Application Guidance](#),
- use the Property, or allow it to be used, only for the Agreed Usage during the Term of the Grant Contract,
- keep any objects or fixtures that form part of the Property in a physically secure and appropriate environment
- tell us, in writing, within 5 working days about any significant loss or damage to the Property
- arrange for the general public to have appropriate access to the Property and that no person is unreasonably denied access.
- if the Approved Purposes involve using part of the Grant to buy, receive, create, restore, conserve or otherwise fund Third Party Property you must comply with the Third Party Ownership Requirements

## Grant payment

13. We will pay you the Grant following these terms and conditions and the procedures explained in the [Receiving a Grant guidance](#) as long as, the National Lottery operates under the National Lottery etc. Act 1993, and:
- enough funds are made available to us under the Act,
  - we can see that your Project is delivering, or has delivered, the Approved Purposes set out in your Project, under the heading What the Project will do, in line with the [Standard Terms of Grant](#) and that you are spending the Grant in proportion to any partnership funding for the Project,
  - we will give you at least 3 months' notice if we need to stop your Grant funding.
14. You may not, and must not claim to, transfer the Grant or any rights under these terms and conditions and the [Standard Terms of Grant](#).

## What happens if you underspend your Grant

15. If you complete the Project without spending the whole Grant, you must return the unspent amount to us immediately.

## What happens if you overspend your Grant

16. We are unable to increase the Grant due to overspending.

## When you might need to repay your Grant

17. There are certain situations in which you will need to repay any Grant funding already received, and future payments will be stopped. In these circumstances, it is important to remember that as a public body we will act reasonably and fairly.

Circumstances include, if:

- you stop operating, or you are declared bankrupt or placed into receivership or liquidation,
- you fail to use the funding for the Approved Purposes unless agreed in advance by us,
- you fail to keep to the agreed usage unless agreed in advance by us,
- we believe you have given us fraudulent, incorrect or misleading information, or knowingly withheld relevant information,
- you have acted negligently in any significant matter or fraudulently in connection with the Project,
- any competent authority, for example, a court, a public body, or local authority directs the repayment of the Grant,
- there is a significant change in your organisation structure unless otherwise agreed with us. For example, if you decide to change your informal club, group or association to become a Charitable Incorporated Organisation (CIO) or a charitable company. It would also include a significant change in your governance, board or committee.
- you bring us, or the National Lottery, into disrepute through things you do or fail to do,
- we consider your action or inaction puts public funds at risk,
- we terminate or suspend any other Grant we have given you,
- we feel you have not made good progress with your Project, or are unlikely to complete the Project or deliver the Approved Purposes,
- you fail to keep to any of these terms and conditions.

18. The Grant funding shall not be repayable in the following situations, if you, or the new owner (if relevant), send us a request for consent to the change which we agree in writing:

- a change of ownership of the Property; or
- a material change in your organisational structure;
- you fail to use the funding for the Approved Purposes; or
- you fail to keep to the Approved Usage;

If you think that any of the above applies to your Project, please contact us.

# General terms and conditions to your Project

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19. We may rely on any of our rights under these terms and conditions and [Standard Terms of Grant](#) at any time, even if we do not always choose to do so immediately. If we decide not to rely on one right, we may still rely on any of our other rights under these terms and conditions and the [Standard Terms of Grant](#).
20. If you need our approval for anything, you must write to us to ask for it. You may only rely on any approval needed under these terms and conditions if we (or anyone we authorise) give it to you in writing.
21. Any notice, request or other document we or you send to each other under these terms and conditions or [Standard Terms of Grant](#) shall be in writing and shall be deemed to have been given if personally delivered by hand or post (first class postage prepaid) to the address for service of the relevant party. If hand delivered all such communications shall be deemed to have been given when received (except that if received on a non-working day or after 5pm on any working day they shall be deemed received on the next working day) and if posted all such communications shall be deemed to have been given and received on the second working day following such posting. Or, delivered by email to one or more email addresses as notified in advance by the relevant party to the other party.
22. Any documents you need to send us under these terms and conditions or [Standard Terms of Grant](#) are for our own purposes only. If we approve or accept any documents, this does not mean that we have approved or accepted them for any other purpose.
23. These terms and conditions cannot be enforced by anybody other than you or us.

# Check and confirm your agreement

To be able to release payment of your Grant, you now need to check and confirm the following statements.

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## Agree to the terms and conditions you have read

- I confirm that the organisation named on this Application has given me the authority to complete this Application on its behalf.
- I confirm that the activity in the Application falls within the purposes and powers of the organisation and that the organisation has the power to accept and pay back the Grant.
- I confirm that we will keep to the terms and conditions, Standard Terms of Grant, and will take any actions that are required in accordance with Additional Grant Conditions, as referred to in the Terms and conditions of your Grant.
- I confirm that, as far as I know, the information I have supplied is true and correct and that anything I supply in future will be true and correct.
- I understand that any information I have submitted to the National Lottery Heritage Fund could be shared publicly if it is subject to a request under the Freedom of Information Act 2000 or Environmental Information Regulations 2004.
- I take full responsibility for ensuring that the bank details provided by my organisation are correct. I also confirm that the bank account details provided by our organisation have been checked by more than 1 individual to ensure accuracy.

I confirm that I have read the Grant Contract with the Trustees of the National Heritage Memorial Fund who administer funding through The National Lottery Heritage Fund. I agree, on behalf of the Organisation, to be contractually bound.

**Name**

**Position**

**Organisation**

**Signature**

**Date**



Unclassified

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## ITEM 14

## Ards and North Down Borough Council

|                             |  |
|-----------------------------|--|
| Report Classification       | Unclassified   |
| Exemption Reason            | Not Applicable   |
| Council/Committee           | Council Meeting  |
| Date of Meeting             | 30 August 2023   |
| Responsible Director        | Director of Community and Wellbeing  |
| Responsible Head of Service | Head of Environmental Health, Protection and Development   |
| Date of Report              | 03 August 2023   |
| File Reference              | ADM 61   |
| Legislation                 | Period Products (Free Provision) Act (NI) 2022   |
| Section 75 Compliant        | Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input checked="" type="checkbox"/><br>If other, please add comment below:<br>N/A |
| Subject                     | Public Consultation on the Provision of Free Period Products in Northern Ireland   |
| Attachments                 | Appendix Consultation Response   |

**Background**

Period inequality contributes to the poor mental health and wellbeing experience of those who are unable to access the basic health essentials of period products. This is a growing issue due to the increasing cost of living. Period products are essential items for personal care and should therefore be available to everyone who needs them, regardless of their economic status.

To address this need, the [Period Products \(Free Provision\) Act \(NI\) 2022](#) was enacted by the Northern Ireland Assembly and requires that period products be made freely available from May 2024. The requirements of the Act go beyond seeking to make provision for those in financial difficulty. Rather, there is recognition that period products should be available free of charge by all persons who need to use them. Members will be aware from previous reports to Council that there are two main issues pertaining to the provision of sanitary items:

## Not Applicable

1. Should sanitary items be made available free of charge to women in all public conveniences as they are essential items, in the same way that soap and hand towels are provided.
2. How do we ensure that women and girls do not miss school/work during their period because they cannot afford to buy adequate sanitary protection i.e., those experiencing "period poverty".

Due to resourcing constraints, the Council has placed the focus on addressing period poverty through working with food banks, social supermarkets and charities as well as providing free period products in seven of our community centres in the most deprived DEAs. The new legislation however makes the provision of free period products open to all.

The legislation places the responsibility of providing and funding free period products on The Executive Office (TEO). It is however difficult to know the quantity and best location for the products to be placed; it is also unclear as to if there is insufficient budget to cover all locations - TEO have already stated that they cannot cover all public conveniences because of cost. A report will need to be considered at a future meeting of the Council on The Executive Office's proposed funding model and the role of Local Government as a partner.

### Public Consultation

In order to shape the delivery, TEO has launched a 12-week public consultation into the provision of free period products, running for 12 weeks from Monday 26 June 2023 – Monday 18 September 2023. This seeks views on how best the Executive Office (TEO) can ensure that period products are "obtainable free of charge" by "all persons who need to use them", "while in Northern Ireland".

The consultation exercise is really designed for individual responses rather than an organisational one – it asks for personal views on **what** period products should be made available, **where** these should be available and **how** people can access these - so whilst approval is sought to send the attached consultation response, Members are also encouraged to send their own responses using the link: [Provision of Free Period Products : Public Consultation - NI Direct - Citizen Space](#)

The questionnaire should take around 10 minutes to complete.

### Response and Further Action

In the proposed consultation response, whilst recognising that the legislation requires free period products for all, the need to prioritise those in period poverty is emphasised, bearing in mind the budget restrictions facing TEO.

It also recognises that some minority groups/communities may have religious or cultural difficulties in engaging in this discussion, and therefore efforts have been made through our Good Relations Officer to contact some of the known groups in our area directly to encourage them to share their views on what type of products are preferred and how to make them more accessible/acceptable to their communities.

The ethos of this Council is also to promote sustainability; therefore, the use of reusable products (accompanied by an education piece) is encouraged.

Not Applicable

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Finally, TEO have asked for help promoting the consultation and have shared the links below to the:

press release, the consultation page: [Launch of public consultation on provision of free period products | The Executive Office \(executiveoffice-ni.gov.uk\)](#)

TEO's twitter:

<https://twitter.com/ExecOfficeNI/status/1673332816451448837?s=20>

TEO's Facebook coverage: <https://fb.watch/lpmrNi67z4/>

They have asked that the Council considers promoting the consultation by sharing this information within the organisation and on our social media platforms.

## RECOMMENDATION

It is recommended that:

1. Council approves the attached consultation response document to be returned to The Executive Office.
2. Members complete the online consultation survey as individuals and encourage others to do the same; and
3. Council notes that the Employee Health and Wellbeing will share the consultation document with staff and Corporate Communications will promote the survey through social media platforms to reach as wide an audience as possible.





The  
**Executive Office**

**The Executive Office**

**Period Products (Free Provision) Act (NI) 2022**

*Provision of Free Period Products*

**Public Consultation Document**

**26 June 2023 – 18 September 2023**





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## Introduction:

1. This consultation seeks your views on how best the Executive Office (TEO) ensures that period products are “**obtainable free of charge**” by “**all persons who need to use them**”, “**while in Northern Ireland**”.
2. We are seeking views on:
  - The ways in which users ought to be able to obtain period products free of charge (the “**how**”);
  - The locations in which period products ought to be obtainable free of charge (the “**where**”); and
  - The types of period products which ought to be obtainable free of charge (the “**what**”).
3. Like other bathroom products access to period products is an essential item for personal care to address a normal biological need. There is currently no scheme that provides universal access to free period products here. To address this gap the Period Products (Free Provision) Act (NI) 2022 was made pursuant to a Private Members’ Bill in the last Assembly and received Royal Assent in May 2022. The Act says that free period products are to be made available from May 2024.



## The Act:

4. The Act introduces 2 new duties; one of which, arising under section 1 places a duty on the Executive Office (TEO) to ensure that period products are obtainable free of charge to meet the needs of “*all persons who need to use them ...while in Northern Ireland*”. The other duty is placed on specified\*<sup>1</sup> public sector bodies and relates to the provision of free products that a person needs whilst in

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<sup>1</sup> Each NICS department may specify the public service bodies subject to this new duty.

particular premises. This consultation relates to the section 1 duty (universal duty) only.

5. TEO is considering how this universal duty may be implemented in the most effective way and we want your thoughts to help shape the way forward.
6. The Act requires that the free products are to be obtainable reasonably easily and individuals may collect products for someone else who needs them. Therefore, generally venues not accessible to the general public are not considered appropriate locations.
7. Further background on the Act is contained at **Annex A**.

### Consultation:

8. The consultation will run for 12 weeks from 26 June 2023 – 18 September 2023. The responses will then be analysed and considered alongside the responses we received from our engagement process to inform the development of the arrangements to implement the Act.
9. We want to hear from as many people as possible on all the questions in the consultation.

### Responding to the Consultation:

10. The best way to respond to this consultation is online, through our questionnaire which can be accessed here:

<https://consultations.nidirect.gov.uk/teo/provision-of-free-period-products-consultation>

11. An electronic version of this document is available for you to download at:

[www.executiveoffice-ni.gov.uk/consultations/consultation-free-period-products](http://www.executiveoffice-ni.gov.uk/consultations/consultation-free-period-products)



It should take no longer than 10 minutes to complete these questions.

### Alternative Formats:

12. Copies in other languages and formats, (including Braille, large print etc.), can be made available on request. If it would assist you to access this document, in an alternative format or language other than English, please contact us using the e-mail or postal address below.
13. Completed hard copy questionnaires and general written responses can be sent to us by:

**E-mail at:** [period.products@executiveoffice-ni.gov.uk](mailto:period.products@executiveoffice-ni.gov.uk)

Or:

**Post at: Equality Policy & Legislation Team  
The Executive Office  
Room A5.1  
5<sup>th</sup> Floor Castle Buildings  
Stormont Estate  
BELFAST  
BT4 3SR**

We would ask that written responses are received no later than 18 September 2023.

### Impact Assessments:

14. A Section 75 Equality Screening, Rural Needs Impact Assessment, Data Protection Impact Assessment and Human Rights Impact Assessment have been completed, the outcomes of which are available at **Annex B**.





### Privacy, Confidentiality and Access to Consultation Responses:

15. The Department intends to publish a synopsis of responses to the consultation (subject to our Moderation Policy). This may include a list of names of organisations that responded but not personal names, addresses or other contact details.
16. The Executive Office (TEO) is committed to protecting your privacy. For more information about what we do with your personal data please see our consultation privacy notice. That privacy notice at **Annex C** explains how TEO uses the information supplied by you as part of a consultation, what we do with it, the ways in which we will safeguard it, and what your data protection rights are.
17. Your response, and all other responses to this consultation, may be disclosed on request in accordance with the Freedom of Information Act 2000 (FOIA), and the Environmental Information Regulations 2004 (EIR). However, all disclosures will be in line with the requirements of the Data Protection Act 2018 (DPA) and UK GDPR.
18. If you want the information that you provide to be treated as confidential it would be helpful if you could explain to us why you regard the information you have provided as confidential, so that this may be considered if the Department should receive a request for the information under the FOIA or EIR.



### What Happens Next?

19. Following the close of the consultation on 18 September 2023, all responses and feedback will be collated for review by The Executive Office. Findings from our consultation will be shared on The Executive Office website.





**Complaints:**

20. If you have any concerns about the way this consultation process has been handled, you should send them to the following address:

**Machinery of Government  
Room SD03  
Stormont Castle  
BELFAST  
BT4 3TT**

**E-mail:**            [info@executiveoffice-ni.gov.uk](mailto:info@executiveoffice-ni.gov.uk)

**Telephone:**        **(028) 9037 8055**

21. Please note, if you choose to send your complaint in writing, you should state clearly the reason for your complaint in the 'subject' bar of your e-mail, or at the top of your letter.

**THANK YOU FOR TAKING THE TIME TO COMPLETE THIS QUESTIONNAIRE.**





### Background:

22. Period inequality contributes to the poor mental health and wellbeing experience of those who are unable to access the basic health essentials of period products. This is a growing issue particularly in light of the increased cost of living<sup>2</sup>.
23. However, like other bathroom products, period products are essential items for personal care to address a normal biological need **and should therefore be available to everyone who needs them, regardless of their economic status.**
24. To address this gap the Period Products (Free Provision) Bill was introduced in the Northern Ireland Assembly in October 2021, sponsored by Pat Catney MLA. The Bill had broad support in the Assembly and the **Period Products (Free Provision) Act (Northern Ireland) 2022** “the Act” received Royal Assent on 12 May 2022.
25. The requirements of the Act go beyond seeking to make provision for those in financial difficulty. Rather, as stated above, there is a recognition that period products are necessary and essential items that should be available free of charge and accessible by all persons who need to use them.
26. Section 1 of the Act places a duty on the Executive Office (TEO) to ensure that period products are available free of charge to all persons who need to use them. Section 10 of the Act provides that this provision will come into operation on or before **12 May 2024** and we now want your thoughts on what this provision should look like.

<sup>2</sup> Source: <https://www.gov.scot/publications/period-products-free-provision-scotland-act-2021-equality-impact-assessment/pages/3/>



### Requirements:

27. The legislation also sets out a number of requirements in relation to the provision of free period products under this scheme – known as “arrangements”. These include the requirement that:
  - products must be reasonably easy to obtain, in a way that respects dignity, privacy and confidentiality,
  - a reasonable choice of types of period products is offered; and
  - arrangements should be published in a way that respects dignity, privacy and confidentiality.
28. These arrangements **must also allow for products to be obtainable by another person on behalf of a person who needs them.**
29. The department plans to put arrangements in place to provide persons with products that are reasonably easy to obtain. The arrangements **may** also allow for period products to be delivered. In the event that delivery was made available, persons may be required to pay associated packing and delivery costs. However, the Act provides that these costs are not recoverable if a person could not reasonably obtain products in accordance with the arrangements in any other way.



### Reasonably easily:

30. Where and how free products can be obtained should be neither complex nor bureaucratic. As described in the ‘Respect for Dignity, Privacy and Confidentiality’ section below, generally products should be freely accessible from places where individuals are comfortable collecting them without having to ask for them or justify why they need them.
31. Reasonable ease should also include ease of physical access for those with physical disabilities or mobility issues.



### Respect for Dignity, Privacy and Confidentiality:

32. As noted above period products should be obtainable in a way that respects the dignity of the individual obtaining them including privacy and confidentiality.
33. While progress has been made in recent years to tackle the stigma associated with menstruation and period products, people who need to access period products may still find this an embarrassing situation and any potential embarrassment should be minimised as much as possible.
34. Therefore, the ways in which and places where, products are made available should consider the needs and wishes of users in relation to privacy (including for religious and/or cultural reasons) and avoiding anxiety or embarrassment. For example, use of discrete packaging.
35. A dignified approach may include products easily accessed without individuals having to:
  - Ask someone for products; and / or
  - Justify why they need them.
36. However, it should be noted that there may be occasions when individuals may be required to ask for these products. For example, for reusable products which are significantly more expensive than single use products. In these cases, different arrangements may be put in place to access the free products.



### Reasonable Choice

37. A reasonable choice is required by the Act however not all types of products have to be available in all locations. Within the Act "products" are defined to include tampons, pads and articles which are reusable. It would appear appropriate to provide a reasonable range of products at various locations. The extent of the range may be determined by local factors including a phased delivery of products allowing us to build an understanding of need and distribution avenues.



**Annex B**

**Impact Assessments:**

A number of impact assessment screening documents are available as part of the full suite of consultation documents, and can be accessed via the following link:

[www.executiveoffice-ni.gov.uk/consultations/consultation-free-period-products](http://www.executiveoffice-ni.gov.uk/consultations/consultation-free-period-products)

A summary of the outcome of each is provided in the table below:

| Impact Assessment / Screening:    | Outcome:     |
|-----------------------------------|--------------|
| Section 75 Equality Screening     | Screened Out |
| Rural Needs Impact Assessment     | Screened Out |
| Data Protection Impact Assessment | Screened Out |
| Human Rights Impact Assessment    | Screened Out |





**Annex C**

**Privacy Notice:**

<https://www.executiveoffice-ni.gov.uk/teo-privacy-notice>





**Annex D****Consultation Questions:**

These questions can also be answered online here:

<https://consultations.nidirect.gov.uk/teo/provision-of-free-period-products-consultation>

**About You:**

***Are you responding as an individual or on behalf of an organisation?***

| <b>Tick:</b> | <b>Local Council Area:</b>   |
|--------------|------------------------------|
|              | Individual                   |
| ✓            | On behalf of an organisation |

***If responding on behalf of an organisation, please tell us your organisation's name in the space below.***

**Ards and North Down Borough Council**

City Hall, The Castle, Bangor, BT20 4BT

Tel: 0300 013 3333

[www.ardsandnorthdown.gov.uk](http://www.ardsandnorthdown.gov.uk)



**1. Where do you live:**

| Tick: | Local Council Area:                                  |
|-------|--|
|       | Antrim and Newtownabbey Borough Council              |
| ✓     | Ards and North Down Borough Council                  |
|       | Armagh City, Banbridge and Craigavon Borough Council |
|       | Belfast City Council                                 |
|       | Causeway Coast and Glens Borough Council             |
|       | Derry City and Strabane District Council             |
|       | Fermanagh and Omagh District Council                 |
|       | Lisburn and Castlereagh City Council                 |
|       | Mid and East Antrim Borough Council                  |
|       | Mid Ulster District Council                          |
|       | Newry, Mourne and Down District Council              |
|       | Other  |



**1a. If you selected "Other" please provide further detail in the space below:**

**2. What is your postcode? This is to identify the general location of respondents.**

|   |
|---|
| <b>First 3/4 digits of Postcode only:<br/>(e.g., BT1)</b> |
| BT20 4BT  |

**3. In order to make sure we are asking a broad section of the community for their views, please tell us a bit more about yourself. Please tick all that apply.**

*(Please note this information will remain anonymous and be treated as such. If answering on behalf of an organisation, please tick all that apply to your members.)*

| Tick all that apply: | About You:  |
|----------------------|---|
| ✓                    | I currently use period products.  |
| ✓                    | I will need to use period products in the future.   |
| ✓                    | I am a mother, sister, partner, or family member of someone who needs access to period products.  |
| ✓                    | I am a father, brother, partner, or family member of someone who needs access to period products. |



|   |   |
|---|---|
| ✓ | I do not need period products for myself, but for someone who does, who is not a family member. |
|   | I prefer not to answer this question.   |
| ✓ | Other   |

**3a. If you selected "Other" please provide further detail in the space below:**

Ards and North Down Borough Council is responding as an organisation representative of the views of a wide range of constituents

**4. Would you use free period products if they were available?**

| Tick: | Answer: |
|-------|---------|
| ✓     | Yes     |
|       | No      |

**5. What, if anything, would STOP you from accessing these free period products?**

*(Please tick all that apply.) Please remember that these products will be available for everyone whether or not they can afford to purchase them themselves.*

| Tick all that apply: | Answer:                               |
|----------------------|---------------------------------------|
| ✓                    | Being too embarrassed.                |
| ✓                    | If I don't know where I can get them. |



|   |   |
|---|---|
| ✓ | Can't get to the physical locations where free products may be provided?<br><i>(Please provide further detail below. This may be related to transport issues, mobility issues, issues around insufficient disabled access, etc)</i> |
| ✓ | For cultural or religious reasons <i>(please provide further detail below.)</i>   |
| ✓ | I would prefer to purchase my own choice of products.   |
| ✓ | Nothing would stop me.  |
| ✓ | Other.<br>ANDBC is trying to represent the views of a wide range of constituents and therefore feel that all the above would apply.   |

**5a. If you selected “can’t get to the physical location”, “for cultural or religious reasons” or “Other” please provide further detail in the space below.**

Depending on where the period products are made available, some constituents may have difficulties accessing them. We know that within our rural communities in particular, transport can be challenging (routes/frequency/cost) and there may also be mobility issues. Not all public buildings have regular opening hours (eg community centres) and therefore identifying the most appropriate locations will be key.

We have residents in our Borough, including those from Bangladeshi and Syrian communities, who share an Islamic faith. We know that some Muslim women would have preferences for certain period products over others (tampons are not universally accepted for example) and there can be strong cultural influences as to how acceptable awareness, education and access would be to period products. It is advisable for more detailed conversations to be held directly with minority groups and this consultation as been forwarded to our contacts within Ards and North Down in the hope that they will respond.





6. **Who would you be prepared to collect the free period products for?**  
(Please tick all that apply).

| Tick all that apply: | Who:   |
|----------------------|--|
|                      | Myself   |
|                      | Another person in household                          |
|                      | Another person not in my household.                  |
| ✓                    | I would not be prepared to collect for someone else. |
| ✓                    | Other.   |

- 6a. **If you selected "Other" please provide further detail in the space below:**

Ards and North Down Borough Council would not be in a position to deliver period products to those in the community who need them but may be able to help by storing/providing products from their most appropriate buildings, publicising where to access the products on social media and through their community networks and working with food banks, social supermarkets, etc





**7. What free period products do you think should be available?  
(Please tick all that apply.)**

| Tick all that apply: | Product:                |
|----------------------|-------------------------|
| ✓                    | Pads                    |
| ✓                    | Applicator Tampons      |
| ✓                    | Non applicator Tampons  |
| ✓                    | Panty Liners            |
| ✓                    | Reusable Period pants   |
| ✓                    | Reusable Menstrual cups |
| ✓                    | Reusable pads           |
| ✓                    | Reusable panty liners   |
| ✓                    | Other                   |

**7a. If you selected "Other" please provide further detail in the space below:**

Ards and North Down Borough Council would be keen to promote sustainable items such as the reusable period pants, reusable menstrual cups, reusable pads and reusable panty liners but is aware that an education piece must accompany such items in order for them to be successfully used and hygienically reused.



8. ***How important or unimportant are reusable products to you?  
(Please tick one space only.)***

| Tick one: | Importance:          |
|-----------|----------------------|
| ✓         | Very important       |
|           | Quite important      |
|           | Not very important   |
|           | Not at all important |

As stated previously, Ards and North Down Borough Council is keen to support the use of reusable products.

9. ***Reusable products are more expensive. Alternative arrangements may be required to access these products. Would you be prepared to provide your contact details in order to obtain them?***

| Tick: | Answer |
|-------|--------|
|       | Yes    |
|       | No     |

Cannot answer this as we are an organisation, not an individual.



**10. How do you think period products ought to be made available?  
(Please tick all that apply)**

| Tick all that apply: | How:   |
|----------------------|--|
| ✓                    | Collect in person from a physical location as required.  |
| ✓                    | Delivery.<br>(You may be required to provide your contact details and may be required to pay costs associated with packing & delivery) |
| ✓                    | An online or text pre order "click and collect" style service  |
| ✓                    | Other  |

**10a. If you selected "Other" please provide further detail in the space below:**

Work could be undertaken with food banks and social supermarkets to ensure that these organisations have adequate supplies of period products which they can then offer to their clients alongside food products. Those in food/fuel poverty are the most likely to be in period poverty and such support organisations are best placed to deal with this in a caring and compassionate way, maintaining client dignity.

**11. In terms of physical locations where do you think would be the best places to obtain free period products from? (Please tick all that apply).**

***(Please note: Schools are not included in this list as they are not accessible by the general public and provision is already made for those in schools by the Department of Education.)***

| Tick all that apply: | Location:   |
|----------------------|---|
| ✓                    | Public Libraries  |
| ✓                    | Public buildings<br><i>(Please provide further detail in the space below)</i> |
| ✓                    | Museums / Cultural spaces   |
| ✓                    | Community venues<br><i>(Please provide further detail in the space below)</i> |
| ✓                    | Other<br><i>(Please provide further detail in the space below)</i>            |

("All toilets" are not included as an option as it is anticipated that the budget which will be made available will not be sufficient to meet this option.)

**11a. If you have selected “Public buildings”, “Community venues” or “Other” please provide further detail and/or examples in the space below.**

Public Buildings such as council offices, leisure centres, etc may be seen by the community as an accessible location and therefore supplies should be provided in these.

Health centres, GP surgeries and pharmacies are also potential outlets.

Community centres may also be suitable in some locations but varying opening hours may decrease availability. Pilots of free period products in our community centres have had little uptake.

Social supermarkets and foodbanks with drop in facilities should also be utilised. Support Charities such as Woman’s Aid may provide a targeted outlet.

**12. Given the legislation indicates that the provision of free period products must respect privacy, dignity, and confidentiality where within a building would you feel most comfortable accessing Free Period Products?  
(Please tick all that apply.)**

| Tick all that apply: | Location:                                   |
|----------------------|---|
| ✓                    | In the toilets of relevant buildings        |
| ✓                    | At the reception area.                      |
| ✓                    | In a discreet location within the building. |
| ✓                    | On a display stand in the building.         |
| ✓                    | Other.                                      |
| ✓                    | Don't have a preference.                    |





**12a: If you selected “Other” please provide further detail in the space below:**

The most suitable location will vary from building to building, depending on design, use and clientele. The objective is to provide discrete access to remove stigma/embarrassment, so it may be that public signage directing clients to a discrete but accessible location (normally toilets) is preferable in one building but a stand which destigmatises usage might be more appropriate in another. There may also be issues with stock control, vandalism etc and so premises/organisations need the flexibility to provide supplies where they feel balances the privacy, dignity and confidentiality of clients against accessibility, misuse and ease of monitoring/restocking for staff.

**13. How do you think the provision and location of free period products should be publicised?  
(Please tick all that apply.)**

| Tick all that apply: | Answer:   |
|----------------------|---|
| ✓                    | NI Direct website   |
| ✓                    | Dedicated App showing the locations of free period products.              |
| ✓                    | Local media<br>(e.g., local newspapers, local radio, etc)                 |
| ✓                    | Social media  |
| ✓                    | Prominently displayed within the relevant location supplying the products |
| ✓                    | Other – please provide more information.                                  |





**13a: If you selected "Other" above please provide further detail in the space below:**

All measures are to be encouraged. Whilst the app has been proven to be successful in Scotland, not all have access to smartphone technology, especially in low income household, and therefore it will be necessary to provide a range of options.

Clear "branding" should be developed which makes it easy to recognise that premises displaying the logo/symbol (window and door stickers/posters/signage etc) provide free period products.

**14. If the locations of products were to be provided via an app how likely or not likely are you to use this app?**

| Tick one: | Likelihood:       |
|-----------|-------------------|
|           | Very likely       |
|           | Somewhat likely   |
|           | Not very likely   |
|           | Not at all likely |

Unable to respond to this with a single answer as an organisation. Some constituents would be very happy and confident using an app, others would be less so. Based on the age profile of users of period products, there are probably going to be more in favour of an app than not.

**15. Some groups (such as those from certain cultural backgrounds, those with a disability, those who are homeless, etc.) are likely to have certain specific needs when accessing**



***free period products. Please provide any further information you think is relevant or should be taken into account to meet the needs of such groups in the space below.***

An engagement piece needs to take place with these groups/communities and their representatives/support organisations such as YMCA or charities working closely with them to identify and address some of the potential concerns/issues. One of the difficulties is that the contacts for many groups are predominantly male and the females are even harder to reach. There is uncertainty if communities accessed through their male leaders will even permit such conversations with the females to take place, such can be the social stigma.

Ards and North Down Borough Council has reached out to some of the minority groups in the borough and encouraged them to engage with this consultation in the hope that their voices can be heard.

#### **Impact assessments:**

- 16. A number of impact assessment screening exercises have been carried out and are listed separately here [www.executiveoffice-ni.gov.uk/consultations/consultation-free-period-products](http://www.executiveoffice-ni.gov.uk/consultations/consultation-free-period-products). If you have any additional comments or information please provide further detail in the space below.***

#### **Any other comments / feedback:**

- 17. Please provide any further comments and / or feedback you wish to make in relation to the provision of free period products in the space below.***

This questionnaire was primarily aimed at gaining individual responses so it is difficult for an organisation to respond, but as a Council, we feel it is



important that we represent our community as far as possible. We also have been encouraging others to complete the consultation as individuals so that as many views and opinions as possible are used to shape the future of this important work.

It is however recognised that whilst the aspiration is free access to period products for all, the current economic climate means there is insufficient budget for this to happen. Being realistic means focusing firstly on period poverty and placing the majority of available resources in areas where women and girls struggle to find the money to pay for hygiene items and miss work/school as a result. Period dignity, where every women can access what they need when they need it, free of charge and without embarrassment, is an important part of this work and should be the aspirational goal in the longer term, but recognition must be given to the budgetary constraints on making this happen.

Conversations around access, suitable products, etc need to be held with users, and particular attention given to minority groups where cultural or religious differences may come into play.

This Council welcomes the move towards offering reusable products and recognises that whilst these are more expensive initially and need to be part of an education piece, they are more likely to be cost saving in the long term and have a major sustainability impact which should also be considered.

***Should you require further information or would like to speak to someone regarding the provision of free period products please e-mail [Period.Products@Executiveoffice-ni.gov.uk](mailto:Period.Products@Executiveoffice-ni.gov.uk) or telephone (028) 9052 2907.***

**Deadline for Responses:**

Please return responses no later than 18 September 2023 via:

**E-mail to:** [period.products@executiveoffice-ni.gov.uk](mailto:period.products@executiveoffice-ni.gov.uk)

*Or:*

**Post to: Equality Policy & Legislation Team  
The Executive Office  
Room A5.1  
5<sup>th</sup> Floor Castle Buildings  
Stormont Estate  
BELFAST  
BT4 3SR**

**THANK YOU FOR TAKING THE TIME TO COMPLETE THIS QUESTIONNAIRE.**

Unclassified

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**ITEM 15****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Director of Corporate Services  |
| Responsible Head of Service | Head of Administration  |
| Date of Report              | 08 August 2023  |
| File Reference              | Sus 1   |
| Legislation                 | Climate Change Act Northern Ireland<br>NI (Miscellaneous Provisions) Act 2006   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | UN Global Compact Sustainable Development Goals<br>Flag Campaign 2023   |
| Attachments                 |   |

In June 2018, Council agreed to actively promote the Sustainable Development Goals (SDGs) through its communication channels and ongoing service delivery.

The SDGs, otherwise known as the Global Goals, were a universal call to action to end poverty, protect the planet and ensure that all people enjoyed peace and prosperity. However, achieving the SDGs required the partnership of governments, private sector, civil society and citizens alike to make sure we left a better planet for future generations.

The Council has continued to work towards achieving these goals through its Roadmap to Sustainability - agreed by Council in March 2021, which was developed to formalise the Council's commitment to becoming more sustainable and to act as a key enabler in this regard.



Not Applicable

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To raise awareness of the SDGs and showcase the councils contributions, United Nations Global Compact are inviting organisations to be part of a global movement working [#TogetherForTheSDGs](#) and **join the SDG Flag campaign on 25 September.**

The campaign began in the UK in 2022 and saw 200 SDG flags from 97 organisations raised across the UK by businesses, charities, civil society organisations, and schools.

It is proposed that the Mayor will be photographed raising the flag on 25<sup>th</sup> September 2023 at the flagpole in Castle Park, Bangor. This will be shared on the Council's social media channels and supported by positive PR, highlighting the work that Ards and North Down Borough Council is doing as we move towards Sustainable Development and Net Zero.

The hope is that by raising an SDG Flag, organisations will show their commitment to the Global Goals and highlight the action that they are already taking to combat major global challenges including climate change, gender inequality, poverty, and poor work.



Ards and North Down Borough Councils Flag Policy states:

*'Flags commemorating specific days or events (to include Commonwealth Flag, Armed Forces Day Flag or Red Ensign) be flown at Castle Park, Bangor and Conway Square, Newtownards. Additional flags may also be considered that have a national significance at one or both sites. (Council approval will be required for these on a case-by-case basis).'*

### RECOMMENDATION

It is recommended that Council approve the flying of the SDG flag at Castle Park, Bangor on 25 September 2023 as outlined above.



Unclassified

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## ITEM 16

## Ards and North Down Borough Council

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Choose an item.   |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Director of Place   |
| Responsible Head of Service |   |
| Date of Report              | 16 August 2023  |
| File Reference              | RDP203  |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Request for letter of support from National Museums NI  |
| Attachments                 | 1. Letter from K Thomson, Chief Executive NMNI<br>2. Brochure - Reawakening the Ulster Folk Museum<br>3. Draft letter of Support          |

The Chief Executive of National Museums NI (NMNI) has written to the Director of Place outlining the ambitious plans for "Reawakening the Ulster Folk Museum" (brochure attached). They are currently developing plans to invest in facilities to enhance the Museum's role as a beacon of heritage and environmental presentation.

To that end they are pursuing a funding application to PEACE PLUS relating to the "Culture Hub" aspect of the project. This is an opportunity that aligns with the potential for the Museum to renew its peacebuilding role, using its extensive collection to explore shared heritage, express cultural diversity and promote positive dialogue. NMNI are requesting a letter of support from Council to submit with their application.

This project would complement Council's own Integrated Strategy for Tourism, Regeneration and Economic Development.

Choose an item.

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### **RECOMMENDATION**

It is recommended that Council approves the provision of a letter of support to National Museums NI for their funding application to PEACE PLUS.



Dear Susie

**Re: Support for 'Reawakening the Ulster Folk Museum's' application to PEACE PLUS**

I hope this letter finds you well.

As we continue to progress our plans to reinvest in the Ulster Folk Museum, I wanted to reach out and ask for your support. Over the past number of months, our team has been hard at work developing our plans to invest in essential facilities which will reawaken the museum's role as a beacon of heritage and environmental preservation, serving the times in which we live.

Currently, we're pursuing a funding application to PEACE PLUS relating to the 'Culture Hub' aspect of the project. It is an opportunity that aligns with the potential for the museum to renew its peacebuilding role, using its extensive collection to explore shared heritage, express cultural diversity and promote positive dialogue. We are optimistic that a successful application would result in a transformative impact on both our institution, our partners and stakeholders and the communities we serve.

As a valued stakeholder in our future plans, it would be great to receive a short Letter of Support from you in support of our application. If you could provide this letter by **Friday 1st September** to help us meet the application deadline, it would be greatly appreciated.

For your convenience, I have attached a document summarising the key aspects of our 'Reawakening' project. It provides a succinct overview of the project, the proposed new facilities and the anticipated positive outcomes. We believe that together, we can bring this project to life and create a legacy for current and future generations.

Thank you for support. Should you have any questions or wish to discuss further, please let me know.

Yours sincerely,

A handwritten signature in black ink that reads 'Kathryn Thomson'.

Kathryn Thomson  
Chief Executive

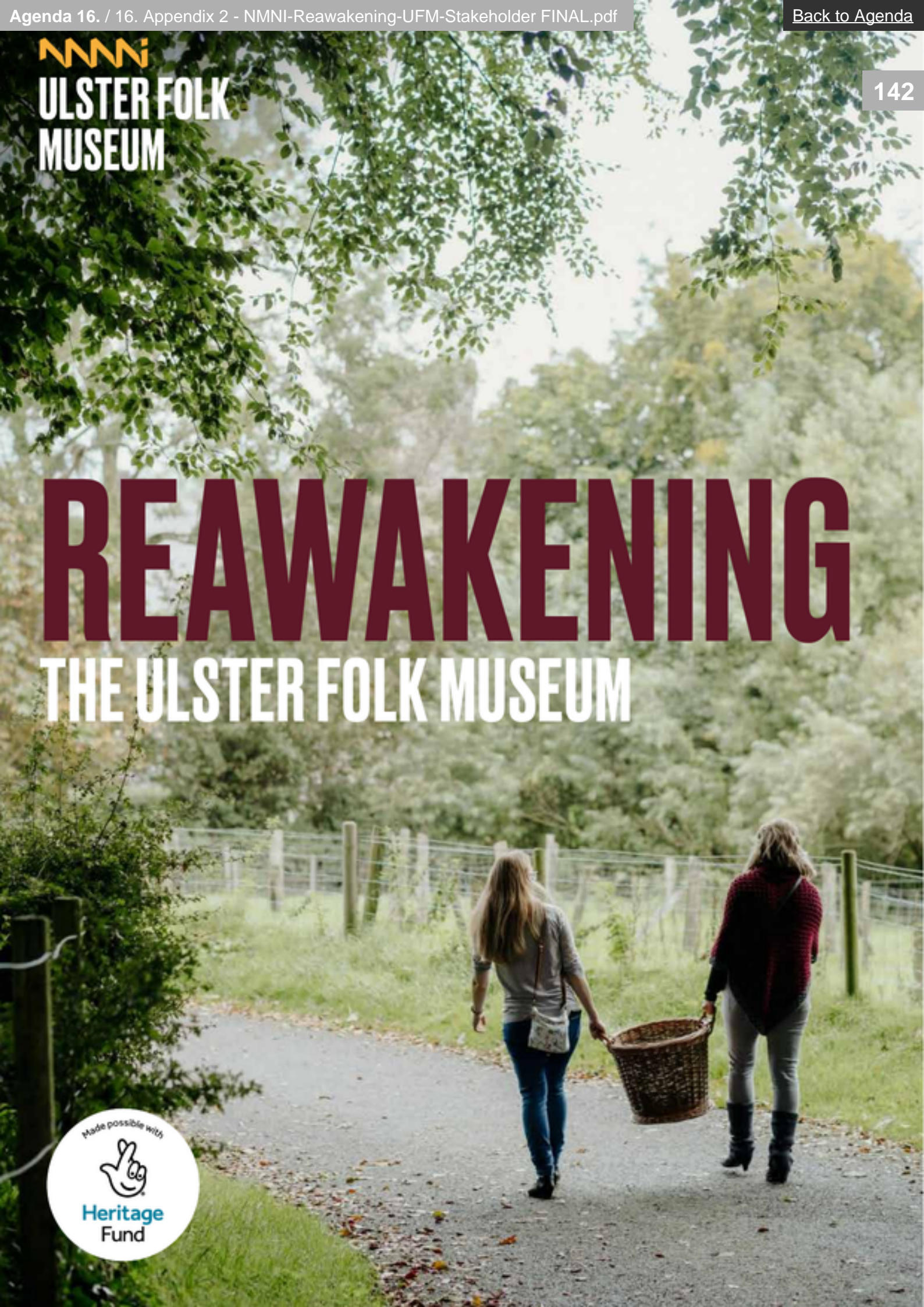


**NMNI**  
**ULSTER FOLK**  
**MUSEUM**

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# REAWAKENING

## THE ULSTER FOLK MUSEUM







**WE ARE IN A PERIOD  
OF GREAT SOCIAL  
AND TECHNOLOGICAL  
CHANGE - OCCASIONED BY  
INGENUITY OR DEMANDED  
BY IMPATIENCE - WHICH  
OCCURS AT A RATE  
FASTER THAN MAN'S  
ABILITY TO ADJUST TO IT.  
GEORGE THOMPSON,  
FOUNDING DIRECTOR,  
ULSTER FOLK MUSEUM**



# THE ULSTER FOLK MUSEUM: FROM THEN TO NOW



In 1964, inspired by the vision of Estyn Evans (1905-1989), a cottier's house in Magilligan, Co. Londonderry was transported "stone by stone" to a new location in Cultra, Co. Down, rebuilt and opened to the public. The life of the Ulster Folk Museum had begun.

For over half a century it has preserved and interpreted the way of life and traditions of the people of Ulster that are fast disappearing in an increasingly globalised world. It is best known for its collections of buildings and objects, although it also houses significant collections of audio recordings, photographs and documents all of which provides us with a rich, multi-faceted history of Ulster life.

From the outset, the Ulster Folk Museum was imbued with communitarian ideals that celebrated ways of living that are in harmony with both nature and one's neighbour.

By the 1980s, the museum adapted its approach to support peacebuilding initiatives by examining the diverse traditions alongside those which were shared by all.

As the 1990s progressed, the museum's communitarian values began to adapt to a more commercial and globalised society. Driven by more peaceful and prosperous times, the museum prioritised growth in its visitors and its income and created the nostalgia infused 'great day out' experience that it has become known for to this day.



# A REAWAKENING

The Ulster Folk Museum, for six decades, has evolved and will continue to evolve as it responds to changing challenges and opportunities.

| Origins<br>(1958 – 1975)   | Second Phase<br>(1976 – 1997)  | Third Phase<br>(1998 – 2018)   | Reawakening<br>(present)  |
|--|--|--|---|
| <p><b>Responding to:</b><br/>Social change &amp; political unrest</p>  | <p><b>Responding to:</b><br/>Peacebuilding opportunities</p>   | <p><b>Responding to:</b><br/>Tourism growth &amp; need for financial sustainability</p>  | <p><b>Responding to:</b><br/>Decreasing engagement, social change, peacebuilding opportunities, environmental crises</p>  |
| <p><b>Aiming to:</b><br/>Illustrate the way of life and traditions of the people, past and present</p> <p>Offer people ways to explore shared heritage</p> | <p><b>Aiming to:</b><br/>Illustrate the way of life and traditions of the people, past and present</p> <p>Offer people ways to explore both shared heritage and cultural diversity</p> | <p><b>Aiming to:</b><br/>Create a living history experience based in the early 1900s</p> <p>Increase visitor numbers and income generation</p> | <p><b>Aiming to:</b><br/>Create more ways to engage in the way of life and traditions of the people, past and present</p> <p>Empower people through knowledge, learning and participation</p> |

# A REAWAKENING

## Realigning the museum with its founding principles

We believe now is the time to 'reawaken' the museum and expand its role as a **heritage and environment resource**.

We can do this by linking it to ideas and actions that help counter the threats posed by contemporary attitudes and practices to the wellbeing of society, the individual and the environment. We are calling this its 'reawakening', the time for the museum to:

- 1 Renew its commitment to **exploring shared heritage and cultural diversity** to support peace and reconciliation in Northern Ireland.
- 2 Use its knowledge of the past to provide lessons for the future as governments globally struggle to **address the environmental crisis**.
- 3 Participate with individuals and communities in new ways to **support healthy lives** for all at a time of reported increased isolation, anxiety and disconnection.

Through change the Ulster Folk Museum will create **more ways for people to get involved** in its mission of preserving and illustrating the way of life and traditions of the people of Ulster, past and present.

Reawakening will be centred on three core themes – **Making, Growing and Living**. These will guide how the Ulster Folk Museum invites people to **explore its collections** and **connect** with its purpose.

The museum will seek to revive its role in today's society, making it more relevant and more resilient for current and future generations.





# INVESTMENT

## AND CHANGE

We need to invest in the infrastructure of the museum, creating new spaces and new ways to link our heritage with a sustainable future. The investment project will see new carefully located buildings combined with sensitive interventions to the existing museum fabric to support new learning and participation opportunities, whilst also enhancing engagement with the museum's inherent strengths.

The design of these new facilities will put the past in dialogue with the present and create an inspirational resource that is welcoming and accessible to everyone. Buildings that are in tune with both the finest contemporary aesthetics and the best sustainable practice will speak volumes about the esteem in which we hold our past traditions.

### DELIVERING

- A much stronger welcome
- Better explained heritage
- More ways to participate
- Better staff and volunteer facilities
- More multi-purpose and weather-proof spaces for engagement
- Spaces that showcase best practice in sustainable design



With this in mind, we are proposing the construction of two new spaces that have the potential to revolutionise people's perception of and engagement with the museum: a **Culture Hub** and **Industry Zone**.

Significant investment in other areas of the museum will complement our flagship new spaces. Currently inactive and underutilised spaces within the **Learning Courtyard** and **Cluan Place** will be converted into flexible spaces for schools and learners of all ages and become a dynamic centre for learning and heritage craft making and incorporate **new staff and volunteer welfare spaces**.

The project will address a range of further interventions required to **enhance the overall museum experience**, including improved site access and welcome signage, new car parking and infrastructure arrangements to boost public transport connectivity.

A landscape driven scheme will address thresholds between the town and the rural areas to improve movement between key nodes.

HOW WILL

# INVESTMENT

## REAWAKEN THE MUSEUM



### ARRIVAL & APPROACH TO THE MUSEUM

- Improved wayfinding
- Sustainable transport routes
- Beginning the museum experience earlier
- Creating a better sense of arrival



### CULTURE HUB

An iconic, new building will provide a greater sense of welcome and better orientation for visitors and will have new exhibition spaces



### INDUSTRY ZONE

A new building will showcase the museum's industrial heritage collection to the public for the first time



### NEW ENGAGEMENT SPACES

Key engagement spaces, suited to audience needs, will be distributed evenly across the site

Better, accessible storage leading to increased collections engagement



### COMPLETING THE TOWN

Activating underutilised spaces

Reactivating the Learning Courtyard with flexible spaces



### CONNECTING THE TOWN & RURAL AREAS

A landscape driven approach will better connect the visitor experience in the town and the rural areas



# THE CULTURE HUB

## A STRONGER WELCOME & ORIENTATION

**An iconic new building** will address the current lack of welcome and orientation, which research tells us limits people's engagement with and understanding of the museum.

**New exhibition spaces** within it will allow the museum to be better explained and open up opportunities for new research whilst fully utilising the rich Folk Life collection currently in storage.

**Crafted natural and traditional materials** will echo the welcoming domestic interiors of the Ulster region, orientating visitors both physically and intellectually.



# THE CULTURE HUB



Artist impressions of lower and upper levels of the Culture Hub

Image credit:

**Hoskins  
Architects**



# THE INDUSTRY ZONE

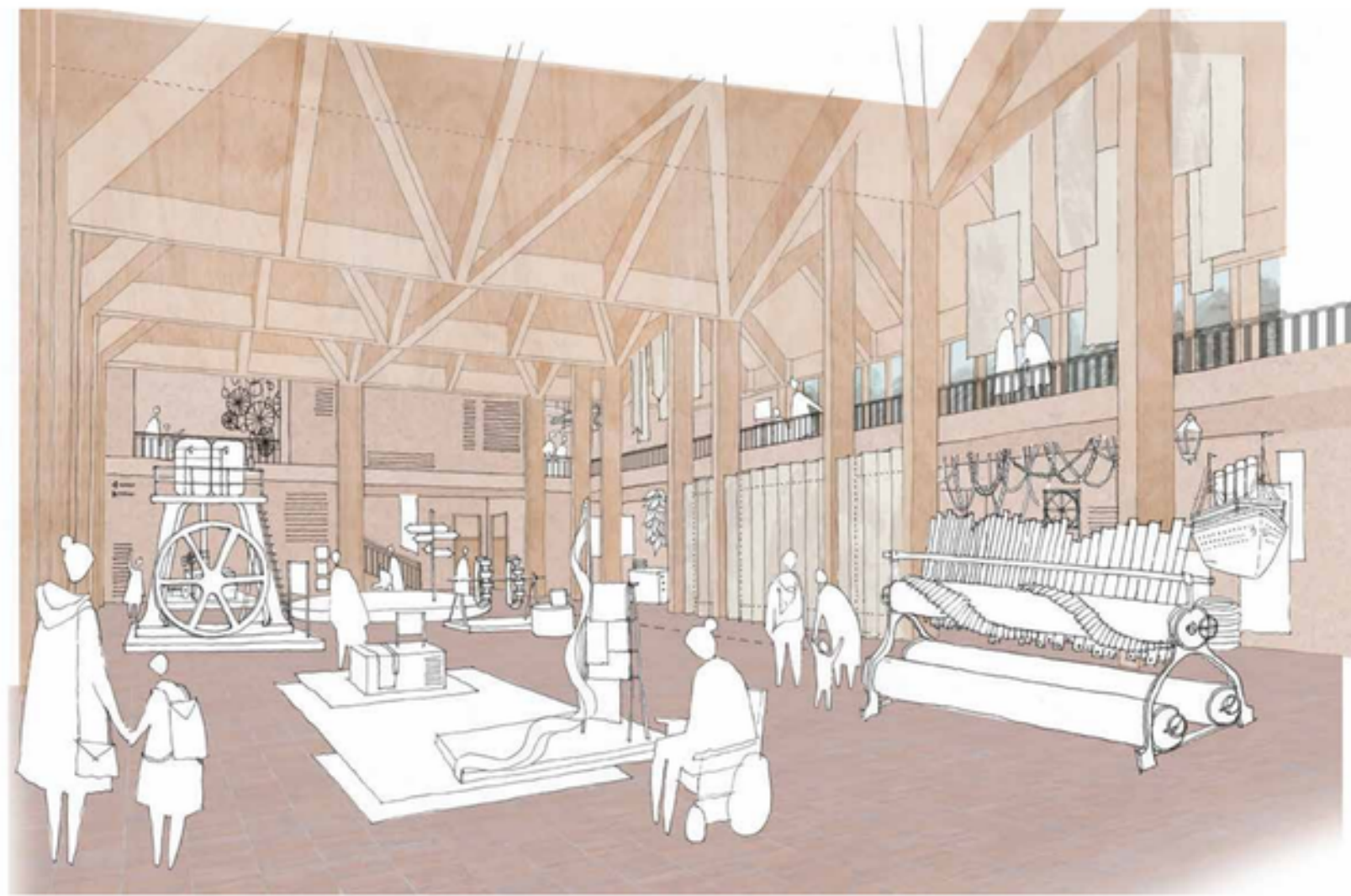
## NEW OPPORTUNITIES TO ENGAGE WITH HERITAGE

This will provide access to the currently dormant industrial heritage collection, allowing the museum for the first time in its history, to tell the story of industrialisation, de-industrialisation and its impact on communities in Ulster.

At last, we can see the word 'folk' take on its true meaning in terms of how Ulster people have lived their everyday lives - both urban and rural - moving beyond a vague sense of nostalgia towards a concrete understanding of how communities and individuals shape and respond to their environment.



# THE INDUSTRY ZONE



Artist impression of the inside of the Industry Zone showcasing the industrial heritage collection

Image credit:

**Hoskins Architects**



# LEARNING COURTYARD & STAFF HUB



The Learning Courtyard and Cluan Place will become a dynamic centre for learning and making, with currently inactive spaces converted into flexible spaces for schools and learners of all ages. New staff and volunteer welfare spaces will connect to the Learning Courtyard, offering new and improved functionality and provision.

Artist impression of the Learning Courtyard

Image credit:

**Hoskins  
Architects**

# GET INVOLVED



To reawaken the museum we will begin to pilot **new forms of interpretation and engagement** to help the museum express its newly reimagined personality and purpose.

We will be designing opportunities for people to **get closer** to the museum's heritage assets than ever before; **get hands-on** with heritage skills and craft making; **see heritage conservation** in action; roll up their sleeves and **volunteer** at the museum; and take home actionable learnings about the environment and sustainable living.

## KEEP IN TOUCH

Keep in touch with opportunities to get involved by visiting [ulsterfolkmuseum.org](https://ulsterfolkmuseum.org), signing up to receive email updates or following us on social media for the latest news.

Facebook: [@UlsterFolkMuseum](https://www.facebook.com/UlsterFolkMuseum)

Twitter: [@ufm\\_cultra](https://twitter.com/ufm_cultra)

Instagram: [@ulsterfolkmuseum](https://www.instagram.com/ulsterfolkmuseum)

Contact us about Reawakening the Ulster Folk Museum at: [reawakening@nationalmuseumsni.org](mailto:reawakening@nationalmuseumsni.org)





**NOTHING LESS THAN  
THE WHOLE OF THE  
PAST IS NEEDED TO  
EXPLAIN THE PRESENT**  
ESTYN EVANS,  
QUEEN'S UNIVERSITY  
BELFAST, 1957

CUTTING THE CALACHES - TOOME, CO. ANTRIM

W.A.C. 1160







31 August 2023

Ms Kathryn Thomson  
Chief Executive  
National Museums NI  
Cultra, Holywood  
BT18 0EU  
via email

Dear Kathryn

### **Reawakening the Ulster Folk Museum**

Thank you for your letter received on 15 August 2023 seeking support for National Museums NI's funding application to the PEACE PLUS programme for your Culture Hub project.

Members considered this request at the Council meeting held on Wednesday 30 August 2023 and were delighted to learn of your ambitious plans and future investment to "Reawaken" the Ulster Folk Museum. This initiative complements the Council's own Integrated Strategy for Tourism, Regeneration and Economic Development, as well as our Arts and Heritage Strategy, and Council is therefore happy to confirm it's full support of your project and wishes you every success in your application for funding.

Yours sincerely

Susie McCullough  
Director of Place

Unclassified

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**ITEM 17****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Chief Executive   |
| Responsible Head of Service |   |
| Date of Report              | 21 July 2023  |
| File Reference              |   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Sister Cities and International Relations update  |
| Attachments                 | Appendix 1 - Letter from the Sister City Association of Virginia Beach<br>Appendix 2 - CEMR Town Twinning Survey                          |

**Background on Town Twinning and Sister Cities**

A sister city/twinning relationship is a broad-based, long-term partnership between two communities in two countries, to foster human and cultural links.

Twinning often pairs cities and towns that share commonalities such as similar demographics, names, and community, business and trade development priorities. The concept of a Twin city/town is a European initiative. Sister Cities is a more formal relationship through the Sister City network. Sister Cities International is based in Washington DC, USA. A city may have any number of sister cities, and each relationship is independent, centered on the activities and areas that are important to them and their community.

All existing town twinning and sister city arrangements within the Borough derive from the two legacy Councils.

Unclassified

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Bangor is twinned with Bregenz in Austria and North Down Borough Council formed a Sister City link with Virginia Beach in the USA. Newtownards is twinned with Kemi, Finland and Ards Borough Council formed a Sister City link with Peoria, Arizona, USA.

Some more information on each relationship is below:

### **Town Twinning – Bangor and Bregenz, Austria**

Bangor's connection with Bregenz stems from St Columbanus and St Gall who worked as missionaries in Bregenz from 610–612. In 1984 North Down Borough Council agreed to present a stone to Bregenz to commemorate the opening of the Church of St Kolumban in Bregenz. The 2 tonne stone was taken from the Long Hole, Bangor and shipped to Bregenz where it was inscribed and installed outside the church and it is now known as "the Columbanus Stone". In 1987 the official town twinning link between Bangor and Bregenz was established.

In the first 20 years of the relationship, there were numerous civic visits by Mayors from North Down to Bregenz, but these did not continue in the latter years of North Down Borough Council, and not at all since Ards and North Down Borough Council was established. However, outside the Council's civic role, there have been many cultural exchanges between the two towns, including through school visits, Churches, football teams and musical performers.

It was agreed to organise a trip in 2020 for the Chief Executive and the Director of Place (then Director of Regeneration and Development) to go to Bregenz to investigate tourism and regeneration in the area and to learn more about the waterfront area, ahead of the Bangor Waterfront Redevelopment. At the same time, it was hoped to meet representatives who may help to further the ambition of the development of a trans-European Trail from Bangor and including Bregenz, ending in Bobbio, Italy (where the relics of St Columbanus rest), as well as enabling discussions on how the two could re-energise the twinning relationship between Bangor and Bregenz. This trip was cancelled due to the pandemic and plans have not been revisited.

### **Recognised European Pilgrimage Route – the Columban Way**

St Columbanus's journey from Ireland to Bobbio, Italy, where he set up a monastery, is celebrated as a golden age for Irish influence and learning in Europe.

Former Alderman, Deborah Girvan is the President of the European Association of the Columban Way. On previous visits, the Mayor of Bregenz had indicated that they would be keen to rekindle the twinning of the towns and to get further involved in the Columban Way.

### **Bangor and Bobbio, Italy**

Bangor has Christian Heritage links with Bobbio, but not as a formal Twin Town.

In 590, Columbanus departed Bangor Abbey, establishing two of his main monastic settlements in Bobbio and Luxeuil. St. Columbanus is buried in Bobbio.

Unclassified

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An informal relationship has existed between the areas for many decades thanks to the legacy of Columbanus with educational and pilgrimage visits between the areas.

In November 2013 the legacy North Down Borough Council signed an agreement to formalise this relationship with the three becoming founding members of a European Cultural Route, "The Columban Way" the aim of which is to build on cultural relations and exchanges, resulting in economic benefits to the area through development of the Cultural Route.

Whilst the initial "Way" involves the three areas mentioned, the hope is that once established other areas related to Columbanus such as Bangor's Twin Town of Bregenz, Austria and St Gallen in Switzerland etc. will see the "Way" expanded to include a number of European partners along with others in Northern Ireland and the Republic of Ireland where there have been expressions of interest to date.

There have been Mayoral and Deputy Mayoral visits to Bobbio on three occasions.

#### **Town Twinning - Newtownards and Kemi, Finland**

The link commenced in 1969 following a visit to Kemi of the then Westminster MP for the Ards area, Mr GBH Currie on a House of Commons delegation. Mr Currie felt there were many similarities between the two towns – Kemi was at the head of the Gulf of Bothnia; Newtownards was at the head of Strangford Lough; both had small airports and were mainly industrial with populations approximately similar.

Following re-organisation in 1973 Ards Borough Council agreed that the twinning arrangement should continue.

The main economic activity in Kemi is centred on two large paper and woodpulp mills and it has the only chromium mine in Europe. A polytechnic university of applied science is also situated in Kemi. It has the only deep-water harbour in Lapland so it is capable of addressing the needs of the business sector.

Several delegations from Ards have gone out to Kemi since 1969, the most recent being in 2014 for the 145<sup>th</sup> Anniversary celebrations. The visit prior to this was in 2009, for the 140<sup>th</sup> anniversary. Reciprocal visits have been received with the most recent taking place in 2007 with an unofficial visit of the Deputy Mayor of Kemi. Prior to that, the last official visit was in 1994, to explore the industry and education sectors.

Benefits have been limited due to the prohibitive cost of travel. The main benefits have been cultural and modest gains have been made in terms of trading links.

#### **Sister Cities – Newtownards and Peoria, Arizona, USA**

A formal Sister City Agreement was signed in November 2001 between Newtownards and Peoria, Arizona. This was followed up by a delegation from Ards Borough Council in January 2002 to cement the Sister City ties with Peoria, and to commence linkages in the areas of business, education tourism and cultural development.



Unclassified

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Strategically, The Creative Peninsula (Newtownards) and the McCall Visual Arts/Challenger Learning Centre (Peoria) exhibitions have been shown in Arizona and Northern Ireland respectively.

Practical exchanges between golfing businesses including Quintero (Peoria), Kirkistown and Scrabo (Ards) took place in 2003 and 2004.

A school exchange programme was agreed in July 2004 involving local schools. Exchanges have taken place between the Fire and Police Departments in August 2004.

A Phase 2 business plan (2004-2006) was developed to take the relationship forward in terms of Economic Development; Tourism, Crafts and Cultural Ties; Education and other key services. This included a Mayoral visit by Ards Mayor in 2005, Sister Cities Young Ambassadors Student Exchange Programme to Peoria and reciprocal visits of students from Peoria in 2006, 2007, 2010, 2011. There was a final visit by the Mayor of Ards and two Officers in April 2010.

Since 2011, the link has not been active. There has also been no contact since the School Exchange trips ended in 2013 due to budget constraints from Peoria.

### **Sister Cities - North Down and Virginia Beach, USA**

The Sister Cities Agreement between Virginia Beach and North Down was formally recognised in 2002, following a visit from the Mayor of Virginia Beach, Meyera Oberndorf to the North Down Borough in 1998. Prior to a formal agreement, a Friendship Agreement was signed in 1999 by the then Mayor of North Down Borough, Marion Smith and the Mayor Oberndorf of Virginia Beach.

Several cultural exchanges have taken place over the years including an exchange with Bangor Ladies Choir performing in Virginia Beach, with the Virginia Beach Orchestral organisation, Symphonicity, planning a tour that will include a visit and performance in Bangor in the near future. Both Virginia Beach and Ards and North Down Borough have had several opportunities to share expertise and community through the exchanges conducted between the Fire and Emergency services.

As well, there is a common interest in business and manufacturing services. On one visit to the Borough, the Virginia Beach Delegation enjoyed a tour of the Denman International facility, and they have since offered to a reciprocal visit of a delegation from Ards and North Down to the IMS Gear Factory (production facility of metal and plastic gear and gearboxes) in Virginia Beach. The Borough has hosted a number of exchanges over the years with the Mayor of Virginia Beach visiting North Down in 1998, 2003, 2006 and 2012.

A focal point of the relationship has been its strong links between schools in North Down including Priory College, Holywood, St Malachy's, Bangor, Towerview Primary School, Bangor with partner schools in Virginia Beach.

In recent years, the Sister Cities relationship has been relatively quiet, with the only current active link being between Glenlola Collegiate and Tallwood High School, Virginia Beach, which take part in regular exchanges. The next visit will be a group of

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students from Glenlola Collegiate visiting Virginia Beach next month and it will be the first exchange of the two schools since the pandemic.

### **Invitation to Virginia Beach**

The Sister City Association of Virginia Beach are now advancing a post-Covid agenda of reinvigorating their Sister City Partnerships, including with the Borough and, alongside the upcoming school exchange between Glenlola Collegiate and Tallwood High School, have sent an invitation (appendix 1), requesting that the Mayor, another Member and an Official visit Virginia Beach from 20-23 September 2023 to explore the potential opportunities that a revived relationship could present. Virginia Beach have also embarked on efforts to re-ignite their Sister City relationships elsewhere, with recent developments outlined in the invitation.

Virginia Beach have explained that they would cover the costs of the delegation including hotel accommodation, meals and transport when in the City, with the Council covering the costs of flights – estimated to be £750 per person.

It is recommended that Council agree to consider the invitation that the Mayor, another Member and an Official travel to Virginia Beach to explore the opportunity to reconnect, with the view to report back to Council on the feasibility of re-igniting this relationship, as well as looking more widely at Sister Cities and Town Twinning as a concept.

### **International Relations**

Upon consideration of the request, Officers endeavoured to undertake a review of the legacy Sister City and Town Twinning arrangements.

In November 2022, The Executive Office (TEO) revived the Executive Office/Local Government International Engagement Group, who had not met since 2019. The Group is chaired by the TEO International Relations and Europe Strategy Branch with the purpose of supporting the implementation of the Executive's International Relations Strategy, first agreed in 2014, through co-operation with key stakeholders in Local Government. The Strategy and its supporting structures will undergo a full review in 2023 with a view to informing a revised draft International Relations Strategy for the consideration of the incoming Executive.

Since November, two further meetings of the group have taken place with the next one scheduled for October. Officers from the Council have attended these.

These meetings have encouraged Council to review their current international relations work and Twinning/Sister Cities relationships, as well as interact with other Council's to share ideas.

It is anticipated that, should the Council agree to accept the invitation from the Sister Cities Association of Virginia Beach, feedback from the trip, alongside the scoping work underway, would inform a wider report on international relations for the Council's consideration.

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**Questionnaire on Town Twinning**

All Council's in NI were recently contacted by NILGA on behalf of the Council of European Municipalities and Regions (CEMR), a European membership organisation that represents the interests and advocated for local and regional governments in 40 European Countries and who also play a significant role in supporting and advocating for twinning relationships in Europe. Currently, CEMR are conducting a survey on twinning that will help to assess the current twinning initiatives, understand their benefits and challenges and shape future policies and support resources. The deadline for completion of the survey is 8 September 2023. It is found in appendix 2.

It is recommended that Council agree that Officer's send a response to the survey in line with the deadline, with a caveat that the response is reflective of the current position, and that a further, wider piece of work on International Relations is underway.

**RECOMMENDATION**

It is Recommended that Council:

- (a) Consider the invitation extended to the Mayor, another Member plus one Senior Officer to travel to Virginia Beach at a cost of return airfares, with the view to bring a further report back to Council with next step options on Sister City and Town Twinning relationships.
- (b) Agree that a further report is brought back to the Council on International Relations including Town Twinning and Sister Cities and agree that Officers respond to the Questionnaire on Town Twinning by the deadline of 8 September with initial thoughts and include a caveat that further consideration on this area by Council is pending.

Sister Cities Association of Virginia Beach  
Municipal Center, Building 21, Suite 138  
2408 Courthouse Drive  
Virginia Beach, Virginia 23456



Mayor Jennifer Gilmour  
Ards and North Down Borough Council  
City Hall, The Castle  
Bangor  
BT20 4BT

August 8, 2023

Dear Mayor Gilmour,

On behalf of the Sister Cities Association of Virginia Beach, we are honored to extend an invitation to Ards and North Down Borough to visit Virginia Beach, Virginia, as an occasion to honor and celebrate our Sister City partnership which has spanned nearly 23 years.

When the Mayor of Virginia Beach, Meyera Oberndorf, visited North Down Borough in 1998, it was immediately apparent that the two would become Sister Cities. Soon the Friendship Agreement was signed in 1999 by the honorable Mayor Marion Smith North Down Borough and Mayor Oberndorf, and the official charter was recognized by Sister Cities International in 2002. Since those most auspicious beginnings, Virginia Beach and, the now, Ards and North Down Borough have reaped many benefits of our special partnership, including exchanges of education, culture, arts, and civil service.

Over the years, the two cities have engaged in exchanges of ideas and hospitality. In 2003, School Principal, and SCAVB former President, Carolyn Garrett implemented collaborative international educational initiatives between Virginia Beach City Public Schools, Arrowhead Elementary and Kempsville Middle School, and Towerview Primary, St. Malachy's Primary schools, and Priory College. Additionally, Tallwood High School in Virginia Beach has forged a relationship with Glenlola Collegiate in Bangor. They have facilitated numerous student exchanges over the years, with their first post-COVID exchange planned for this September.

Additionally, several exchanges of culture and arts have taken place over the years and more are planned in the coming year. The Bangor Ladies Choir dazzled Virginia Beach audiences. The Virginia Beach orchestral organization, Symphonicity, is planning a tour that will include a visit and performances in Bangor in the near future. This truly is a wonderful opportunity to share the cultures of our sister city partnership.



Finally both Virginia Beach and Ards and North Down Borough, have enjoyed several opportunities to share expertise and community through the exchanges conducted between our fire and emergency services. On a previous visit, our Virginia Beach delegation was treated to a tour of a local hair brush factory and we are hopeful that the visiting delegation from Ards and North Down Borough will enjoy a visit to our local IMS Gear factory.

Virginia Beach has so many things to offer its residents and sister cities. We have several sister cities with whom we have enjoyed similar experiences. Here are a few examples. Waiblingen, Germany has sent students from Salier Gymnasium and Stauffer Gymnasium with Cox and Tallwood High School students, the Waiblingen and Virginia Beach Fire Departments embarked upon a joint cycling tour in Hampton Roads in 2019, and most recently an education and workforce readiness conference was hosted in early July 2023 in Waiblingen for city officials from Virginia Beach as well as those from neighboring cities. Miyazaki, Japan sent a delegation in July 2023 which included a tree dedication at the Miyazaki Japanese Garden in Virginia Beach, featuring a symposium with local city officials. Our Moss, Norway Sister City conducts an annual ceremony commemorating the 1891 rescue of the shipwrecked, Norwegian *Dictator*, each March. And Olongapo, Philippines has a long lasting relationship of economic development, military and city service connections, and educational exchanges with Virginia Beach. Students from Tallwood High School in Virginia Beach and several high schools in Olongapo will restart their exchanges post-COVID this coming January.

Now that we are advancing in our proactive agenda post-COVID, the Sister City Association of Virginia Beach is looking forward to reinvigorating our Sister City partnership with Ards and North Down Borough. We are so excited about the prospect of hosting a delegation from Ards and North Down in September. Please find attached the proposed itinerary that we offer to the Mayor Jennifer Gilmour, Chief Executive Stephen Reid and one additional representative of Ards and North Down Borough. We are very pleased to include on the itinerary a tour of the landmarks throughout our city that commemorate our sister city relationships.

We look forward to hearing from you soon so we may move forward with scheduling the wonderful events we have planned.

Respectfully,



Jessica W. Windish, Co-Chair, Ards and North Down Borough Sister City Committee  
on behalf of

Maria Weissenseel, President Sister Cities Association of Virginia Beach



## ***Proposed Itinerary for September 20-23, 2023***

### **September 20th -**

Arrival to Norfolk, Virginia with transfer to hotel in Virginia Beach

\*Depending on flight arrival time, a welcome dinner with Sister Cities Association of Virginia Beach

### **September 21st -**

**9:00 a.m.** - Breakfast at hotel

**10:30 a.m.** - Tour of the City of Virginia Beach, city offices and council chambers

**11: 30 a.m.** - Meeting with City Officials and members of Virginia Beach Economic Development including Mayor Bobby Dyer, City Manager Patrick Duhaney, and Development Director Chuck Rigney to share commonalities between the two cities and economic developments in the City of Virginia Beach.

**1:00 p.m.** - Lunch at Harvest, a local Oceanfront restaurant, owned by a member of SCAVB

**2:30 p.m.** - Tour of IMS Gears, an internationally connected manufacturing facility

**4:30 p.m.** - Tour of Virginia Beach cultural arts and tourism sites such as theaters, landmarks, athletic centers, watersports activities, and more

**6:00 p.m.** - Dinner at a restaurant featuring local fare

### **September 22nd -**

**9:00 a.m.** - Breakfast at our locally famous Pocahontas Pancake Restaurant

**10:30 a.m.** - Tour of local landmarks that honor our Sister City relationships

- Sister Cities Oceanfront Peace Pole
- Norwegian Lady Monument - Moss, Norway
- Azumaya House and Japanese Gardens at Red Wing Park- Miyazaki, Japan
- Friendship Anchor - Olongapo, Philippines
- Sister Cities Town Center Peace Pole

**12:00 p.m.** - Lunch at Town Center City Club with sister city and school officials

**2:00 p.m.** - Round table discussion to review and brainstorm current and future mutually beneficial activities between Virginia Beach and Ards and North Down Borough.

**5:00 p.m.** - Tailgate Dinner at Tallwood High School with the students from Glenlola Collegiate and the Global Studies and World Languages Academy at Tallwood High School.

**7:00 p.m.** - American high school football game. Tallwood v. Kempsville

### **September 23rd -**

**8:00 a.m.** - Farewell brunch at a local restaurant with shuttle to the airport  
\*Further planning depending on flight timing.



## Link to the online survey:

<https://cemrccre.surveyparrot.com/s/twinning/tt-p9qA8oqyFbMfNjNURA9sQN>

## Identification

### 1. Profile

- Country: United Kingdom
- Name of association/local authority: Ards and North Down Borough Council
- You are a (please tick the box)
  - Local or Regional Government (e.g. city, town, department, region...)
  - Association of local and regional government
- Website: ardsandnorthdown.gov.uk
- Respondent name and contact (email): Alison Curtis alison.curtis@ardsandnorthdown.gov.uk
- **If you are a local authority**, please provide the number of inhabitants in your constituency: **163,600**  
Year (latest available figures if possible):
- **If you are an association of local and regional governments**, please provide the number of local authorities you represent: **n/a**
- What is the total annual budget of your organisation/local authority, if available (*in your currency*): **£70 million**  
Year:
- What is the annual budget dedicated to twinning (or the % of your annual budget): **0**  
Year:
- How many people are
  - Working as a Full-Time Equivalent in your organisation/local authority: **792**
  - Working as a Full-Time Equivalent directly with twinning: **0**

## Twinning past & present

1. Have you been involved in any initiative linked to twinning over the past 2 years?
  - Yes
  - No

**CEMR survey on Town Twinning**

If yes, could you tell us in how many twinning actions you have been involved?

N/A

If you have been involved in activities related to twinning, could you tell us with whom (partner local authority or association)?

N/A

2. Please select in which twinning-related activity you were involved over this period (*several options possible*)

- Advocacy to promote twinning in the region or country
- Identification of a potential twinning partner
- Approach directly the targeted twinning partner to establish the relationship
- Receive and decide on the request made by a town
- Involve the citizens and community once the twinning is set
- Create joint activities with the twinning partner (e.g. help to maintain connections, develop the partnership through new projects, seek financing)
- Establish partnership, such as consortium, to participate to calls
- Monitor the implementation of twinning in your territories (e.g. following up on the activities)
  
- Other, please specify:

**CEMR survey on Town Twinning**

*We are currently reviewing the concept of International Relations for our Council, looking at multiple options but only at early stages.*

3. Among the actions below, how have you been using twinning. Please, evaluate the options from 1 to 6, 1 being the most common use of twinning you have experimented, 6 the least common and 0 if not applicable.

| Statement  | Rank (1 = most common; 6 = least common) – 0 if not applicable |
|--|--|
| Establish cultural connections between cities  | 1  |
| Give citizens the opportunity to discover the cultural diversity of Europe   | 4  |
| Establish connections in order to promote exchanges between citizens and administration  | 3  |
| Establish cooperation in a short- or mid-term perspective (e.g. seminars, workshops, conferences, training activities, dissemination of good practices among public authorities and civil society organisations) | 5  |
| Establish cooperation in a long-term perspective (e.g. developing joint projects), to develop sustainable networks   | 2  |
| Other  |  |

If "Other", please specify:

4. Considering the activities listed in the previous question, overall, how would you describe the interest of your organisation in these activities? *(Select one option only)*

- We have limited interest in developing such activities
- We want to continue developing the activities the same way
- We would like to continue developing these activities but are looking into new possibilities

Please specify:

5. Have you used the [twinning.org](http://twinning.org) platform? *(select only one option)*

- Yes, and we want to continue to use it
- Yes, but we do not intend to use it anymore

## CEMR survey on Town Twinning

- No, but we would like to use it  
 No, and we do not intend to use it

Please tell us more on your experience using the website or in the reason behind your answer above:

*Until there is a clear understanding of what the Council would like to get involved with, it would not be possible to elaborate.*

6. What are your current challenges when it comes to twinning (*several options possible*)
- Lack of political will (from the main political authority) to engage  
 Lack of financial resources  
 Lack of human resources  
 Lack of knowledge / Unclear what benefits we can get from twinning  
 Current twinning relationships are not seen as effective (e.g. no interactions with the partner authority or organisation)  
 There is an interest but the processes seem too complex  
 None of the above  
 Other, please specify:

*International Relations as a general concept is being reviewed by the Council in the coming months.*

## The future of Twinning

7. In the future, in which twinning-related activities would you like to be more involved? (*several options possible*)
- Promotion of twinning requests (e.g. inform that a city is interested in twinning)  
 Identification of potential town with which a twinning can be established  
 Identification of twinning activities (e.g. being informed when another authority or organisation is looking for a partner in a twinning-related project)  
 Development of joint activities with the twinning partner (e.g. organisation of a joint cultural event with another town)  
 Develop joint projects with a twinning partner (e.g. partner to co-participate to call for proposal)  
 Monitoring of twinning activities and experiences (e.g. gathering data on town twinning, follow-up)



## CEMR survey on Town Twinning

- Communication of twinning experiences (e.g. how a city developed twinning and how it benefited from it)
- None

Other, please specify:

*Until there is a clear understanding of what the Council would like to get involved with, it would not be possible to elaborate.*

8. Considering your previous answer, would you have the capacity to explore the opportunities? (several options possible)
- Yes
- Yes, but we would need support:
- Additional financial resources
  - Additional human capacity
  - Support in the establishment and the implementation of a twinning
  - Have access to dedicated tools for identification and promotion of twinning
- Not at all
- Please, describe or complement your needs:

*Until there is a clear understanding of what the Council would like to get involved with, it would not be possible to elaborate.*

## Role to play in twinning

9. **If you are an association of local and regional government:** what role could you have (several options possible)
- Promoting twinning opportunities in your territory
  - Receiving and validating the twinning requests coming from cities
  - Support twin cities in a consortium to apply to calls
  - Monitoring existing twinning in your territory (e.g. follow-up on requests that resulted in a twinning agreement)
  - Promoting the existing twinning experiences in your country (e.g. good practices)
  - Organise bilateral exchanges with other National Associations of LRGs
  - Other, please specify: \_\_
  - I do not know
  - None
    - If none: please detail why

n/a

## CEMR survey on Town Twinning

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*Until there is a clear understanding of what the Council would like to get involved with, it would not be possible to elaborate.*

10. **If you are an association of local and regional government:** considering the previous answer, what role do you expect CEMR to play

n/a

11. **If you are a local or regional government:** what role do you expect your association or CEMR to play *(several options possible)*

- Promoting twinning opportunities in your territory
- Receiving and validating the twinning requests coming from cities
- Support twin cities in a consortium to apply to calls
- Promoting the existing twinning experiences in your country and abroad
- Organising and facilitating exchanges with other cities on twinning-related topics
- Other, please specify: \_\_\_\_
- I do not know
- None,
  - o If none: please detail why

### **Calls (if you are eligible) – if not, go directly to question 15**

*The Network of Towns and Town Twinning calls for proposals from the CERV Programme aim to support good local governance and reinforce the role of local and regional authorities in the European integration process by encouraging cooperation between municipalities and the exchange of best practices. The projects proposed need to outline a long-term vision for European integration that engages the younger generation and builds sustainable networks while promoting diversity and gender equality. Eligible applicants include legal entities (public or private bodies) established in EU Member States, overseas countries and territories, non-EU countries associated with the CERV Programme or countries in ongoing negotiations for an association agreement. The funded activities may, for instance, include workshops, seminars, conferences and should work towards establishing lasting links with partner organizations, developing larger-scale projects for increased impact and sustainability, and improving information on EU citizenship rights and their implementation in Member States.*

## CEMR survey on Town Twinning

The available budget for the Network of Towns projects is EUR 6,000,000 and EUR 4,000,000 for the Town Twinning projects.

12. Are you aware of the existence of the calls called "Town Twinning" and "Network of Town" published by the European Commission?

- Yes, and we already submitted applications (or supported applications)  
 How many applications? \_\_\_\_\_  
 How many were successful? \_\_\_\_\_
- Yes, but we never applied to it (or supported an application)
- No, I have never heard about it

13. If you have already applied to one of these calls, can you please tell us what challenges you faced in the application process? *(several options possible)*

- To find partners to apply
- The requirements needed to participate are too high (e.g. the number of participants requested is too high)
- We do not have sufficient internal capacity (shortage of staff to complete such application)
- The application process is too complex (e.g. it takes too long to apply)
- The amounts proposed in the calls are too low
- Other, please specify:

n/a

14. Would you be interested to apply to one or both calls?

- Yes
- Yes, but we would need support, such as:
- Being informed of the publication of the call
  - Being supported in the application process
  - Being supported in the identification of partners to create a consortium to apply to the call

Other, please specify:

*\* Until there is a clear understanding of what the Council would like to get involved with, it would not be possible to elaborate.*

No

**CEMR survey on Town Twinning**

Please, tell us why:

**Features of the Twinning platform** (twinning.org platform)

15. Who should be able to enter twinning requests on the platform? *(several options possible)*

- Towns / municipalities
- Counties / Department
- Regions
- Other civil society organisations (e.g. schools)

16. What features would you like to see on the website? *(if applicable, rank these options)*

| Feature   | Rank (1 = most desirable) |
|---|---------------------------|
| Identify the authorities that requested a twinning  | 1                         |
| A mailbox system that enables authorities to exchange on the modalities of a potential twinning   | 3                         |
| A tracking of the stage of the twinning process (e.g. twinning in discussion, twinning agreement found, twinning signed)                                    | 5                         |
| A support to guide you in the first steps of the relationship, once the twinning agreement is signed  | 2                         |
| A possibility to share twinning experiences (e.g. format of blog, where cities and associations could share on their twinning activities and their results) | 6                         |
| Possibility to subscribe to a newsletter to receive updates on twinning, such as the publication of a call  | 4                         |

Other, please specify:

**\* THANK YOU ! \***

## CEMR survey on Town Twinning

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**CONTACT PERSON IN CASE YOU NEED SUPPORT OR ADDITIONAL INFORMATION:****Martin Revault***Attaché to the Secretary General*

Conseil des Communes et Régions d'Europe

Council of European Municipalities and Regions

[martin.revault@ccre-cemr.org](mailto:martin.revault@ccre-cemr.org)

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[www.ccre.eu](http://www.ccre.eu) | [www.cemr.eu](http://www.cemr.eu)



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**ITEM 18****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Council   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Chief Executive   |
| Responsible Head of Service |   |
| Date of Report              | 18 August 2023  |
| File Reference              |   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | NILGA Formation of new NILGA Strategic Policy Network   |
| Attachments                 | Correspondence  |

The Head of Policy & Governance of NIGLA has written to the Council stating that over the course of the 2019 – 2023 mandate, NILGA operated a system of focussed Policy and Learning Networks, covering a variety of policy areas, such as Place Shaping and Infrastructure, and Elected Member Development.

Further to a review of the operation of these networks and the policy offer of NILGA generally, it was agreed that NILGA had been 'spreading itself too thin' and would be better focussing on a smaller number of high-level issues, such as financial sustainability for local government, and climate action. Additionally, over the last few years, it has been observed that the policy context has been extremely dynamic, suggesting that a 'task and finish' approach to policy groups may be a more effective means of operation. At the NILGA Executive Meeting on 23 June 2023, members agreed that it would be helpful to have a policy oversight group to develop a suitable policy framework and to enable members to decide on ongoing priorities, groups etc in a more detailed discussion than is possible at the monthly Executive Committee.

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Council nominations are therefore now being sought, to complement the NILGA nominated Chair and Vice Chair. No specific party membership is required for these nominations.

Further information is included in the attached correspondence.

### **RECOMMENDATION**

It is recommended that Council considers whether it wishes to nominate a Member to the NILGA Strategic Policy Network.

**To: Council Chief Executives**  
**Cc. Democratic Services Officers**

14<sup>th</sup> August 2023

Dear Chief Executive

### **Formation of new NILGA Strategic Policy Network**

Further to my letter of 31<sup>st</sup> March 2023, highlighting key dates and information needed by NILGA further to the election, thank you for supplying us with the necessary nominees to the NILGA Full membership and Partnership Panel.

You may have noted in the letter that at that time, NILGA was seeking nominations from councils to one network only (Elected Member Development), with nominations to other policy structures to be sought at a later date.

At the NILGA Executive Committee NILGA on 23<sup>rd</sup> June, it was agreed that a more streamlined approach would be taken to NILGA policy activity, and to this end it was agreed to form a **Strategic Policy Network**. A Terms of Reference for this Network (enclosed) was agreed by the NILGA Executive on 11<sup>th</sup> August.

**I am therefore writing to seek one (1) elected member from each council (who may or may not be one of your NILGA Full members) to participate in the NILGA Strategic Policy Network. This Network will meet on a bi-monthly basis, and it is anticipated that the first meeting will be either 19<sup>th</sup> or 26<sup>th</sup> September 2023, depending on member availability.**

Due to the short time frame, I would appreciate your expediting this request. Please feel free to come back to me at any point about the attached ToR or with any other queries about this Network. With thanks for your co-operation and support as always.

Yours faithfully



**Karen Smyth**  
**Head of Policy and Governance**

## NILGA Strategic Policy Network Draft Terms of Reference

### Role

The NILGA Strategic Policy Network (SPN) exists to provide scrutiny and leadership, democratic accountability, support and challenge in the development of regional approaches to priority policy issues.

### Purpose and Scope

The SPN will provide the NILGA Executive Committee and staff team with:

- a) A strategic focus on key policy issues, through a robust policy framework and policy priorities.
- b) Oversight of the NILGA policy service in accordance with NILGA objectives.
- c) Oversight of the work between local and central government, arms length bodies and partners on delivery of priority policy issues impacting on councils, and on which councils can have an influence.
- d) Contribution to NILGA's sustainability, including by supporting NILGA to embrace new income-generating policy opportunities and projects, within the bounds set out in the Policy Framework.
- e) Assurance that NILGA is delivering against agreed NI local government sector policy priorities.
- f) Promotion of good practice and collaboration.
- g) Supporting elected member development in key policy areas.
- h) Lobbying for improvements and for resources to deliver

### Membership and nomination (Total 13) – NB NILGA Officer Bearers/alternates can attend any NILGA meeting.

- A chair and vice chair for the full mandate, nominated by NILGA through the d'Hondt process.
- One elected member nominated from each of the 11 member councils, confirmed each June of the mandate.

### Advisors

- At least two council CEOs or Strategic Directors, nominated by Solace NI (supported by Solace NI Policy Officer)
- NILGA CEO and NILGA Head of Impact
- Technical specialists and additional expertise to be accessed as required

Advisors will bring a strategic view to bear across the local government portfolio, and to act as 'generous generalists'.

Northern Ireland Local Government Association

Bradford Court, Upper Galwally, Castlereagh, BT8 6RB

Tel: 028 9079 8972 email: [office@nilga.org](mailto:office@nilga.org) web: [www.nilga.org](http://www.nilga.org) twitter: @NI\_LGA

### **NILGA Support Officer**

- NILGA Head of Policy and Governance

### **Conflicts of Interest**

Members and advisors are required to act in accordance with the requirements of the relevant local government code of conduct. They must declare any personal, private, or commercial interests that might conceivably conflict with the interests of the NILGA SPN and must withdraw from any discussion of topics in which they have such an interest.

### **Meeting Frequency**

Bimonthly.

### **Deliverables/Reporting**

- After each meeting the NILGA Head of Policy and Governance will assist the Chair to prepare a report with key messages, outcomes, decisions taken and next steps, to be delivered to the NILGA Executive Committee before dissemination to the wider NILGA membership.
- The NILGA Head of Policy and Governance will also assist the Network to provide timely responses to relevant government consultations, via the NILGA Executive Committee and in liaison with relevant council officer groups.
- The NILGA support officer will liaise with NILGA Communications staff to ensure the NILGA website is updated appropriately and timely press releases are issued on key pieces of work.



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## ITEM 19.1

## Ards and North Down Borough Council

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Council   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Chief Executive   |
| Responsible Head of Service |   |
| Date of Report              | 16 August 2023  |
| File Reference              |   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | APSE Annual General Meeting   |
| Attachments                 | Correspondence  |

The Chief Executive of APSE has invited members to its Annual General Meeting on 13-14 September 2023 in the Clayton Hotel, Belfast, 22 Ormeau Avenue, Belfast, BT2 8HA.

The costs are as follows:

**1: Full seminar attendance inc. evening functions**

APSE members £439 +VAT

Non member LAs: £625 +VAT

Commercial organisations: £799 +VAT

**2: Day Delegate Wednesday only inc. evening functions**

APSE members: £269 +VAT

Non member LAs: £389 +VAT

Commercial organisations: £599 +VAT

**3: Day Delegate seminar Thursday only**

APSE members: £240 +VAT

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Non member LAs: £345 +VAT  
Commercial organisations: £549 +VAT

**4: Day Delegate Thursday only inc. evening awards**

APSE members: £339 +VAT  
Non member LAs: £460 +VAT  
Commercial organisations: £699 +VAT

**5: Thursday seminar attendance including all refreshments, lunch, evening awards and bed and breakfast for Thursday evening (check-out Friday 15 September)**

APSE members: £399 +VAT  
Non member LAs: £499 +VAT  
Commercial organisations: N/A

Information on the event is included in the attached correspondence.

**RECOMMENDATION**

It is recommended that Council considers whether it wishes to nominate a Member(s) to attend the APSE Annual General Meeting.

Dear Colleague,

**APSE Annual General Meeting, Wednesday 13 September 2023, 7pm for 7.30pm start**

**Clayton Hotel, Belfast, 22 Ormeau Avenue, Belfast, BT2 8HA**

***Please note the AGM will take place during the course of the APSE Annual Seminar and Service Awards 13-14 September 2023***

Please find the agenda and meeting papers [here](#) for the APSE Annual General Meeting (AGM), along with the annual report which can be found [here](#). The AGM will be held in conjunction with the Annual Seminar in Belfast.

**[Please confirm your AGM attendance or submit apologies here.](#)**

**Registration opens at 7.00pm and the AGM will commence at 7:30pm prompt.** Voting cards will be issued at the time of registration; members are reminded that there is only one vote per member authority. Voting cards must be returned after the meeting. Following the AGM attendees are invited to an evening reception with refreshments and light entertainment commencing at approximately 8:30pm.

For those of you who are joining us for the APSE Annual Seminar 2023 '**Local Government – Future Proofing the Frontline**' please note that registration for the Annual Seminar opens at **10.00 AM at the Assembly Rooms, Belfast on Wednesday 13 September**. Details of the full seminar programme can be found [here](#).

Within the AGM agenda and papers I would like to refer you to agenda item 16 – APSE representation 2023-24. **APSE's advisory group and strategic forum chairs are elected at the AGM and you should note that each post carries with it a personal allowance of £1,650 per annum.**

Nominations for advisory group and strategic forum chairs are open to elected members from APSE member local authorities. APSE's National Council would wish to ensure that in filling these important positions there will be as far as practicable: political balance; gender balance; geographic balance and a wide representation of member authorities, with each appointment being made to a different member authority.

By adopting these principles, we hope to ensure that the Association has a fair and true representation across all of its advisory groups and strategic forums.

For further information on standing for election please contact me on [mbaines@apse.org.uk](mailto:mbaines@apse.org.uk) or the APSE address below. I look forward to seeing you in Belfast for the AGM and hope that those of you who are also joining us for the APSE Annual Seminar 2023 will have an enjoyable and productive time.

Yours sincerely

*Mo Baines*

**Mo Baines**  
**Chief Executive, APSE**



**Mo Baines**  
Chief Executive  
Association for Public Service Excellence

INVESTORS IN PEOPLE  
We invest in people

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QMS  
2012  
2011-2012



QMS  
2013  
2012-2013



QMS  
2014  
2013-2014



Unclassified

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**ITEM 20****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Community and Wellbeing Committee   |
| Date of Meeting             | 13 September 2023   |
| Responsible Director        | Director of Community and Wellbeing   |
| Responsible Head of Service | Head of Parks and Cemeteries  |
| Date of Report              | 21 August 2023  |
| File Reference              | PCA121  |
| Legislation                 | n/a   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input checked="" type="checkbox"/><br>If other, please add comment below:<br>n/a |
| Subject                     | Britain in Bloom Awards   |
| Attachments                 |   |

Members will be aware that Donaghadee is representing Northern Ireland in the Small-Town category of the 2023 Royal Horticultural Society (RHS) Britain in Bloom competition.

Britain in Bloom is one of the largest horticultural campaigns in Europe, is run by the Royal Horticultural Society (RHS) and works year-round to create a cleaner and greener Britain through community action.

As well as celebrating horticultural excellence, Britain in Bloom promotes cleanliness, sustainability and community participation. As such the campaign compliments several council initiatives and strategies aimed at enhancing the visual appearance and sustainability of the Borough.

In preparation for the RHS Britain in Bloom judging visit, Officers from the Parks and Cemeteries Service worked in close partnership with Donaghadee Community



## Not Applicable

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Development Committee and local volunteer groups to present the town befitting of the Britain in Bloom campaign criteria.

Judging took place on Monday 7th August 2023 when the judges were taken on a guided tour of the town to assess under the marking criteria of Horticultural Achievement, Environmental Responsibility, and Community Participation.

The judging concluded at the Community Centre where the judges were introduced to the Mayor, Members, Council Officers and key groups involved in the campaign.

The announcement of the results is to be held at a ceremony in the Royal Horticultural Society in London on 23rd October 2023 between 1pm and 5pm. An invitation has been received for up to 5 persons to attend the Award Ceremony and it is proposed that the Mayor, one Council Officer and three members of Donaghadee Community Development Committee attend the ceremony. It is envisaged that the cost for five persons to attend this prestigious event will be approximately £500 for flights.

The Council bestowed the Freedom of the Borough upon the Irish Guards in June 2022. However, unfortunately the Commanding Officer, Major General Ghika was unable to attend the Ceremony and Parade due to illness at the time. He was therefore unable to sign the Council's Book of Burgesses which is an important part of the award. It has not proved possible for the Major General to visit the Borough since and as he is shortly leaving the Army and it is important that this final task is completed. However, there would be the opportunity for the Mayor to visit Major General Ghika at the Irish Guards HQ at Wellington Barracks, London on the morning of the Britain in Bloom Awards Ceremony, 23<sup>rd</sup> October, and for the Book to be signed there. It is therefore recommended that the Mayor and an Officer fly to London on 22 October in order to visit Wellington Barracks on the following morning prior to attending the Britain in Bloom event and this would add overnight accommodation for 2 persons to the flight costs.

### **RECOMMENDATION**

It is Recommended that Council approves the funding for the attendance at the Britain in Bloom Awards ceremony in London of the Mayor, one Council Officer and three members of Donaghadee Community Development Committee, with the Mayor and the Officer having overnight accommodation approved in order to attend the Irish Guards HQ to meet with Major General Ghika and sign the Book of Burgesses.

**Marie Ward**  
Chief Executive



Comhairle Ceantair  
**an Iúir, Mhúirne  
agus an Dúin**  
**Newry, Mourne  
and Down**  
District Council

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Our ref: C/075/2023

21 August 2023

Dear Sir/Madam

**Re: Notice of Motion – Reduction in Minimum Voting Age**

Newry, Mourne and Down District Council has extensively discussed the following motion since it was passed in March 2023:

*"Newry Mourne and Down District Council calls for the voting age of 18 to be reduced to 16 and if this motion is adopted seeks the support of the remaining councils in Northern Ireland to write to the Secretary of State calling him to amend the necessary legislation to enable 16 year old and upwards to vote".*

At its recent Council Meeting on 7 August 2023 dismay was voiced at the most recent response from the NIO stating the UK Government position remained the same.

As a result, it was agreed to write to all the political parties Conservative, Labour, Lib Dems, Greens, the Welsh, Scottish and parties represented at Council and seeking the support of Independents to do the same and copying in the 10 other Councils in Northern Ireland to write to all concerned parties calling for their commitment to reduce the voting age to 16.

I would ask that you give this matter serious consideration and I look forward to your response.

Yours faithfully

**Marie Ward**  
**Chief Executive**

CC:

Scottish Labour Party  
Scottish Conservative  
Scottish National Party  
Scottish Greens  
Scottish Lib Dems  
Welsh Labour  
Welsh Conservatives  
Plaid Cymru  
Welsh Liberal Democrats  
Conservatives  
Labour  
Liberal Democrats  
10 Northern Ireland Councils

**Oifig an Iúir**  
**Newry Office**  
O'Hagan House  
Monaghan Row  
Newry BT35 8DJ

**Oifig Dhún Pádraig**  
**Downpatrick Office**  
Downshire Civic Centre  
Downshire Estate, Ardglass Road  
Downpatrick BT30 6GQ

0330 137 4000 (Council)  
council@nmandd.org  
www.newrymournedown.org

**Ag freastal ar an Dúin**  
**agus Ard Mhacha Theas**  
**Serving Down**  
**and South Armagh**

Unclassified

188

**ITEM 24****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Council Meeting   |
| Date of Meeting             | 30 August 2023  |
| Responsible Director        | Chief Executive   |
| Responsible Head of Service |   |
| Date of Report              | 11 August 2023  |
| File Reference              |   |
| Legislation                 | Local Government Act (NI) 2014  |
| Section 75 Compliant        | Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input checked="" type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Notice of Motion  |
| Attachments                 | Notice of Motion Status Report  |

Please find attached a Status Report in respect of Notices of Motion.

This is a standing item on the Council agenda each month and its aim is to keep Members updated on the outcome of motions. Please note that as each motion is dealt with it will be removed from the report.

**RECOMMENDATION**

It is recommended that the Council notes the report.

| NOM REF | DATE RECEIVED | NOTICE   | SUBMITTED BY                            | COUNCIL MEETING DATE | COMMITTEE REFERRED TO  | COMMITTEE REFERRED TO | OUTCOME OF COMMITTEE WHERE NOM DEBATED | MONTH IT WILL BE REPORTED BACK TO COMMITTEE | OTHER ACTION TO BE TAKEN   |
|---------|---------------|--|---|----------------------|--|-----------------------|--|---|--|
|         | 31/05/15      | Rory McIlroy recognition   | Councillor Muir                         | Jun-15               | Corporate Services Committee – October 2015                              | Corporate Services    | Agreed                                 | TBC   | Further Report to follow during 2023.  |
|         | 21/01/19      | Shelter at slipway in Donaghadee   | Councillor Brooks & Cllr Smith          | Jan-19               | Environment Committee  | Environment           | Agreed                                 | TBC   | Officers awaiting feedback from potential funder   |
|         | 25/09/19      | Report on feasibility of holding annual remembrance service for those lost to suicide  | Councillor Martin                       | Oct-19               | Corporate Services – November 2019                                       | Corporate Services    | Agreed                                 | TBC   | Further Report to follow during 2023.  |
| NOM118  | 16/01/20      | Closing of a public right of way at Andrew Shorefield, Groomsport  | Alderman Keery                          | Jan-20               | Corporate Committee – February 2020                                      | Corporate Services    | Agreed                                 | TBC   | Further Report to follow during 2023.  |
|         | 20.10.20      | "I would like to task officers to produce a report to consider what could be a more environmentally friendly and benefit the wellbeing of the community for the use of the disused putting green on the Commons and play park at Hunts park in Donaghadee . Following the success of the Dog park in Bangor and the demand for a Dementia garden, both should be considered as options in the report. The process should involve consultation with the local community." | Councillor Brooks                       | Oct-20               | Community & Wellbeing Committee – December 2020                          | Community & Wellbeing | Agreed                                 | TBC   | Officers to liaise with Regeneration and consideration of Masterplan and also take into account play strategy local consultation when it takes place in Donaghadee and bring back a report thereafter. |
|         | 10/05/21      | That officers are tasked to bring back a Report on how the Council might approach a Climate Change Action Plan and perhaps including - but not limited to - a review of all Council long-term investment, a Borough-wide engagement via an Innovation Lab, a Conference of Ideas, and values-based recommendations for next steps.   | Councillors Walker & Egan               | Jun-21               | Environment Committee – October 2021 (deferred from September Committee) | Environment           | Agreed                                 | TBC   | Various strands of work taking place across different departments on development of Council Climate Action Plan - led within Corporate Services Directorate.   |
|         | 20.10.2021    | That officers bring back a report to consider the option of transferring responsibility for bins which are currently the responsibility of the Parks Section into the Environment Directorate.   | Alderman McIlveen & Councillor Cathcart | Nov-21               | Community & Wellbeing December 2021                                      | Community & Wellbeing | Agreed                                 | Report to October 2022 C&WC                 | Cross departmental officer meeting took place on 14th June to progress further. Officers currently intending to bring an update report to September 2023 C&W Committee                                 |

|        |            |  |  |         |  |                            |                    |                             |   |
|--------|------------|--|--|---------|--|----------------------------|--------------------|-----------------------------|---|
|        | 3.11.2021  | That this Council, in liaison with the Department for Infrastructure, will seek permission for and explore a source of funding in order to make an artistic feature of the steps which lead from Princetown Road to Queen's Parade at Bangor seafront as part of Bangor Town regeneration, and brings back a report to Council addressing how this can be achieved as a pilot for the Borough.   | Councillor Douglas & Alderman Wilson               | Nov-21  | Regeneration & Development<br>December 2021                                      | Regeneration & Development | Agreed             | Sept P&P Committee          | Urban Team worked up a design and met with DfI - awaiting response        |
|        | 31.12.21   | Coastal and Storm Damage to Ballywalter Harbour, repair costs and reinstatement costs  | Councillors Adair and Edmund                       | Jan-22  | Environment<br>February 2022   | Environment                | Agreed             | TBC                         | Report to be brought back to a future meeting                             |
|        | 13.04.22   | Environmental damage caused by modern day packaging  | Councillors McRandal and Douglas                   | Apr-22  | Environment<br>Committee – June 2022   | Environment                | Agreed             |                             | Report to be brought back to a future meeting                             |
|        | 17.05.22   | 2028 Centenary of the internationally renowned Ards TT races. Asking Council how best to commemorate this important sporting anniversary.  | Alderman McIveen and Councillor Kennedy            | May- 22 | Community and Wellbeing<br>June 2022   | Community and Wellbeing    | Agreed             | TBC                         | Officers currently intending to bring a report to September C&W Committee |
|        | 19.05.2022 | Business case for redesign of the parallel sports pitches and facilities at Park Way, Comber   | Councillors Cummings and Johnson                   | Jun-22  | Community and Wellbeing<br>Committee – September 2022 – deferred                 | Community and Wellbeing    |                    | TBC                         | Officers considering report to be brought back to future Committee        |
| NOM164 | 20.06.2022 | Review of health and safety process re community groups  | Councillors MacArthur, Brooks, T Smith and Kennedy | Jun-22  | Corporate Services<br>Committee - deferred to October 2022                       | Corporate Services         | Agreed             | Report to CS 20.6.2023      | Further report to be brought back after the Autumn workshop               |
| NOM165 | 20.06.2022 | Report exploring the possibility of introducing a policy that shows commitment to supporting the wellbeing of our workforce by ensuring appropriate support is available to anyone undergoing IVF.   | Councillor Greer and Councillor McKee              | Jun-22  | Corporate Services<br>Committee – deferred to October 2022                       | Corporate Services         | Agreed             | Ratified at October Council | Further report to follow in 2023.   |
|        | 21.06.2022 | Engagement with relevant community stakeholders to ascertain community need and desires in respect of the Queen's Leisure Complex  | Councillors Kendall, McRandal and McClean          | Jun-22  | Community and Wellbeing<br>Committee – September 2022 – deferred to October 2022 | Community and Wellbeing    |                    | TBC                         | Officers considering report to be brought back to future Committee        |
|        | 5.07.2022  | That this Council changes the name of Queen's Parade to Queen's Platinum Jubilee Parade in honour and recognition of the 70th anniversary of the Queen's accession to the throne. *** Amendment Received from Councillor Cathcart - That this Council, in recognition of Her Majesty's Platinum Jubilee and her conferment of City Status upon Bangor, agrees to name an appropriate place or building within Bangor in her honour and that future Council Bangor entrance signs make reference to Bangor being a Platinum Jubilee City. | Alderman Irvine & Keery                            | Jul-22  | Environment<br>Committee - September 2022  | Corporate Services         | Amended and agreed |                             | Officers considering report to be brought back to future Committee        |



|        |            |  |  |        |   |                            |                    |  |   |
|--------|------------|--|--|--------|---|----------------------------|--------------------|--|---|
|        | 19.07.2022 | This Council notes with concern that a number of planted trees in urban settings along roads which have died or have been removed but not replaced; Notes the importance of environmental and social benefits of such trees in the built environment; Notes that DfI Roads formerly had a partnership arrangement with Belfast parks for the replacement of trees but that this partnership ended some time ago; That Council officers are tasked with opening discussions with DfI Roads and DAERA with a view to exploring the possibility of a partnership which will involve the supply and replacement of lost trees in the Borough and then providing a report to Council for further consideration. | Alderman McIveen & Councillor Cathcart   | Jul-22 | Community and Wellbeing Committee – September 2022 Deferred to October 2022 | Community and Wellbeing    |                    | TBC                                    | Meeting with DfI Roads and DAERA to be organised. Officers currently intending to bring a report to September C&W Committee       |
| NOM167 | 24.08.2022 | That this council withdraws all funding to any sporting organisations with any political objectives or named references to terrorism in their constitution, club names, stadiums or competitions, and tasks officers to bring back a report outlining the specific relevant council policy.  | Cllrs Cooper, T Smith and Councillor Irvine  | Aug-22 | Corporate Committee – deferred to October 2022                              | Community and Wellbeing    | Amended and agreed | TBC                                    | NoM Transferred to C&W Committee. C&W Officers considering report to be brought to future Committee                               |
|        | 22.08.22   | Street Clutter Audit for the Borough   | Councillor Dunlop and Councillor Douglas   | Sep-22 | Environment Committee – October 2022  | Environment                | Agreed             | Reported to October 2022 EC Committee  | Report to be brought back to a future meeting   |
|        | 19.09.22   | Establishment of an Animal Abuse Register for the Borough and write to the DAERA Minister to ask for the introduction of Lucy's Law and Reggie's Law for Northern Ireland.   | Councillor T Smith and Councillor Cooper<br>Amendment received from Councillor Woods | Sep-22 | Environment Committee<br>October 2022                                       | Environment                | Agreed             | Reported to October 2022 ENV Committee | Discussed at June's Committee and agreed not to create a register and further agreed not to seek counsel's opinion on the matter. |
|        | 21.09.22   | Humane control of Pigeons in Conway Square, Newtownards  | Alderman McIveen and Alderman Armstrong-Cotter                                       | Sep-22 | Environment Committee<br>2022   | Environment                | Agreed             | Reported to October 2022 ENV Committee | Signage has been erected in Conway Square   |
|        | 9.11.22    | That Council task officers to work with The National Trust to source external funding to develop and regenerate the Car Park at both Glastry Clay Pits & Knockinelder Bay for the benefit of residents and tourists alike in seeking to deliver the Councils Tourism Strategy for the Ards Peninsula   | Councillors Adair & Thompson   | Nov-22 | Environment Committee - December 2022<br>Heard at R&D Dec 2022              | Regeneration & Development | Agreed             | Sept P&P Committee                     |   |
|        | 16.11.22   | That Council officers open discussions with Historic Environment Division regarding the return of the 13th century 'Movilla Stones' to the Borough and the provision of a suitable site for these to be located. Officers are also tasked with promoting these extremely important archaeological artefacts in the local community and local schools when the stones have been returned.   | Alderman McIveen & Councillor Cummings   | Nov-22 | Community & Wellbeing - December 2022                                       | Community and Wellbeing    | Agreed             | March and June C&W Committee           | Officers to discuss further with HED and report to future C&WC when final arrangements for return of the stones is agreed.        |
|        | 24.11.22   | That Council task officers to bring forward a report on options and potential funding opportunities to enhance and improve Council Football Pitches at Abbey Road Millisle to ensure they can be used and enjoyed by the local sporting clubs and community of Millisle.   | Councillors Thompson & Adair   | Dec-22 | Community & Wellbeing Committee – January 2023                              | Community and Wellbeing    | Agreed             | TBC                                    | Officers investigating funding opportunities and considering report to be brought back to future Committee                        |

|        |            |   |   |        |  |                         |                                       |                                       |  |
|--------|------------|---|---|--------|--|-------------------------|---------------------------------------|---------------------------------------|--|
|        | 09.12.22   | That this Council adopts the White Ribbon Pledge to 'Never commit, condone or remain silent about violence against women and girls', agrees to sign the Pledge, and tasks Officers to bring back a report outlining how we can amalgamate existing relevant policies, undertake the Listen, Learn, Lead programme within the Council, and identify effective routes to encourage other agencies and organisations in our Borough to engage with the White Ribbon Project.   | Councillors Douglas & Walker  | Dec-22 | Corporate Services Committee – January 2023<br>Community and Wellbeing Committee - TBC | Community and Wellbeing | Agreed                                | TBC                                   | 14/3 it has been agreed that this NOM will transfer to PCSP/C&W. Officers currently intending to bring a report to September C&W Committee   |
|        | 13.12.22   | That this Council expresses concern with the number of residential and commercial bins left on public footways in the Borough long after the bin collection date. Bins left on public footways are not only unsightly, they can lead to hygiene and contamination issues, as well as safety concerns, forcing pedestrians onto the road due to the blocking of a footway. This Council notes its own lack of enforcement powers to tackle this issue and expresses concern at the Department for Infrastructure's reluctance to use its own enforcement powers. Accordingly, this Council agrees to write to the Department for Infrastructure asking the Department to engage with Councils with the aim of creating appropriate enforcement powers to tackle this issue. Council Officers, will in the meantime, bring back a report to the appropriate committee detailing action that the Council can take under current powers to try address the issue of bins left on public footways. | Councillors Cathcart and MacArthur  | Dec-22 | Environment Committee – January 2023   | Environment             | Agreed                                | June Committee                        | Alternative proposal agreed at June Committee. Update report to be brought to a future meeting.  |
|        | 08.12.22   | This Council acknowledges the environmental and health benefits associated with the recent increase in cycling and declares Ards & North Down a cycling friendly borough. The Council also recognises that people who cycle are among the most vulnerable road users, and tasks officers with producing a report detailing ways in which we can help improve safety. The report should include possible sources of funding, potential partnerships, and ways in which we can promote good relations between users of different forms of transport   | Alderman Wilson & Councillor Douglas<br>(Postponed from Dec Council to Jan Council) | Jan-23 | Community and Wellbeing Committee – February 2023                                      | Community and Wellbeing |                                       | June C&W Committee                    | Further report to future C&W including the report to recommend declaration.  |
|        |            | Building on the practice of other council areas, that this council tasks officers to liaise with DfI Roads as a matter of urgency to offer its assistance in providing self-service grit piles for residents and to post locations of such grit piles on the council website  | Alderman McIveen & Councillor Cathcart  | Jan-23 | Environment Committee – February 2023  | Environment             | Agreed                                | TBC                                   | The Council has contacted the DfI and a report will be brought back to Council in due course   |
| NOM174 | 24.11.22   | That this Council notes its declaration of a climate emergency in 2018 and the passage of the Climate Change Act 2022; agrees the need to reduce emissions to ensure happy and healthy communities and engages with community and government partners with the aim of piloting 'car free' days in our City, towns and villages.   | Councillors Woods & Dunlop<br>(Resubmitted from December Council meeting)           | Jan-23 | Corporate Services Committee – February 2023   | Corporate Services      |                                       | Update at Sept 2023 committee planned | Further Report planned in 2023.  |
|        | 08.01.2023 | That this Council writes to the Permanent Secretary of the Department for Infrastructure expressing concern that the provision of a footpath at Shore Road Ballyhalbert is currently not considered a priority by the Department following the completion of a feasibility study which demonstrated need. That the Council highlights the road safety concerns raised by residents for pedestrians using the Shore Road from the village to the residential developments including Park Homes and St Andrew's. That Council requests that the Department for Infrastructure makes the installation of a footpath a priority and commits to deliver the scheme as a matter of urgency.   | Councillors Adair & Edmund  | Jan-23 | Place & Prosperity – February 2023   | Place & Prosperity      | Agreed and ratified at Council 5.7.23 | Sept P&P Committee                    | Further agreed at June P&P that Council writes to DfI expressing disappointment in the response...and tasks officers to work with land owners and the caravan park to explore options to develop a safe pedestrian walkway at the location as a potential village renewal project. CX issued ltr to DfI office 28.7.23 -response recvd 10.8.23 |

|        |            |   |  |        |  |                         |        |                        |   |
|--------|------------|---|--|--------|--|-------------------------|--------|------------------------|---|
| NOM175 | 17.01.2023 | This Council supports local residents who have started a petition which calls for a pedestrian crossing on Moat Street, Donaghadee, near to the Spar store. This road can be extremely busy and residents have real safety concerns when trying to cross it. Not only do many people use this area to cross to shop at the Spar store, others need to cross the road to get children to and from the local schools. This Council will write to the Department of Infrastructure and call on them to listen to local residents, take on board their concerns and take the necessary steps to install a pedestrian crossing in this vicinity.   | Councillors T Smith and Brooks   | Jan-23 | Corporate Services Committee – February 2023 | Corporate Services      |        | Report to CS 20.6.2023 | Query on whether the DfI 'assessment' of the road has happened has been sent to the DfI 21/6. Reply received and Response to NOM drafted for September Corporate. Remove from tracker after ratification by Council |
|        | 18.01.2023 | The prolonged cold weather spells just before Christmas and last week resulted in icy, slippery, and dangerous footpaths and car parks in the Borough's City and town centres. It is not acceptable that in such circumstances the Council does not have a plan or the resources or facilities to grit these areas to enable residents to walk safely to and from the main shopping areas or fall when they step out of their cars onto ice. It is proposed that officers bring back a report with costs to outline what steps can be taken to ensure that Council car parks and footpaths in the City and town centres are gritted when the weather is forecast to have heavy snowfall or prolonged freezing weather conditions. | Councillors Morgan and McRandal  | Jan-23 | Environment Committee – February 2023        | Environment             | Agreed | TBC                    | A report will be brought to a future meeting  |
|        | 18.01.2023 | That Council, subject to consultation with addressees on the road, considers changing the name of that stretch of the A21 in Newtownards which runs from Portlerry Road to the junction with upper Greenwell Street, Newtownards currently named New Road to Viscount Castlereagh Avenue as a mark of the life and legacy of Robert Stewart, 2 <sup>nd</sup> Marquess of Londonderry, who was known by the courtesy title of Viscount Castlereagh during most of his life, in the 200 <sup>th</sup> year of his passing.  | Alderman McIveen and Alderman Armstrong-Cotter   | Feb-23 | Environment Committee March 2023             | Environment             | Agreed | TBC                    | Report to be brought to future meeting  |
|        | 08.02.2023 | That this Council tasks officers to begin discussions with the Education Authority with regards to the Future of Bloomfield playing fields, Bangor. This is to include the lease and the exploring of the possibility of bringing the facility up to intermediate level for football. A report to be brought back to Council following said discussions. football. A report to be brought back to Council following said discussions.   | Alderman Irvine and Alderman Keery   | Feb-23 | Community and Wellbeing Committee March 2023 | Community and Wellbeing | Agreed | TBC                    | Officers considering report to be brought back to future Committee  |
| NOM178 | 09.02.2023 | That this Council is concerned that recent data shows that the Ards and North Down Borough Council area has the highest level of potholes in Northern Ireland and calls on DfI Roads Service to produce an action plan to improve the quality of roads in the Borough.  | Councillor P Smith and Councillor Smart  | Feb-23 | Corporate Services Committee March 2023      | Corporate Services      |        | Report to CS 20.6.2023 | Further letter requested after Council 5 July 2023 which has been sent to DfI   |
| NOM179 | 10.02.2023 | That Council writes to the South Eastern Trust rejecting their proposals to close the Bangor and Newtownards Minor Injury Units. We believe that this will lead to a detrimental impact on patient care particularly at an already overstretched Ulster Hospital. This Council calls on the Trust to not only retain the minor injury unit in Ards but also to reopen the Bangor Minor Injury Unit. We see this as a better way to treat more people locally and ease the pressure on the Ulster. We urge the South Eastern Trust to listen to the real concerns from the public and we hope that this consultation exercise is a genuine one and not a cover for something that is already a done deal.                          | Councillor T Smith and Councillor Kennedy, also Councillor S Irvine, Councillor McKimm, Councillor Boyle and Councillor Cathcart | Feb-23 | Corporate Services Committee March 2023      | Corporate Services      |        |                        | Further discussions at Council 5 July with a letter issued by Community & Wellbeing   |
| NOM180 | 14.02.2023 | This Council rename the square at Portavogie War Memorial Queen Elizabeth Square in memory of our late Sovereign Queen Elizabeth II.  | Councillor Adair and Councillor Edmund   | Feb-23 | Corporate Services March 2023                | Corporate Services      |        |                        | Officers considering next steps for further report to be brought back.  |

|           |  |   |  |  |                                |  |        |  |   |
|-----------|--|---|--|--|--------------------------------|--|--------|--|---|
|           |  | That this Council rescind the decision taken at the meeting of the Council on 26 <sup>th</sup> October 2022 that Council notes the report and expressing concern with the report of anti-social behaviour that is ongoing in and around Playparks. Furthermore, that Council agrees to carry out local consultation before taking a decision on the locking up of the 7 playparks identified in the Northern Down area, and instead proposes that Council notes the concerns raised with the decision taken to not lock the MUGA and playpark at Clandeboye and the playpark at Bloomfield; agrees to re-lock premises at Clandeboye and Bloomfield, as soon as possible, for a trial period of 6 months, subject to review, to monitor concerns and carries out local consultation at parks effected by changes in the locking up schedule in the Borough. | Councillor McKee, Councillor Gilmour, Councillor Irwin, Alderman Wilson, Alderman Smith and Councillor Woods | Feb-23                                     | Heard at Council February 2023 | Council  | Agreed | TBC  | NoM moved to C&W Committee. Quotes obtained from security contractors – above tender threshold limit. Tender being prepared with assistance from Procurement Department for locking of 2 sites for 6 months trial and consultation ongoing for other 7 sites. Wording of motion amended by Council in April 2023 to change "as soon as possible" to "immediately in the meantime using Council staff" and to draw any necessary funding from reserves. Locking commenced 4th May. Officers intending to bring a report to September C&W Committee |
| 6.3.2023  | In acknowledging the many negative impacts of long term commercial and residential dereliction, Officers are tasked with reviewing current powers and how Council could best effect positive change. As part of this review officers would investigate using part or all of Newtownards town centre as a pilot scheme to tackle dereliction, which could then be broadened across the Borough if successful. The review may form a working group which would consider what incentives could be provided through, DFC whom hold regeneration powers, the Planning system, Building Control, or by other means, to encourage the re-use or redevelopment of local derelict buildings to provide new business opportunities or homes. Consideration would also be given to what limitations can be placed on public and private property owners who are not willing to work in partnership for regeneration and the public good. "In acknowledging the many negative impacts of long term commercial and residential dereliction, officers are tasked with reviewing current powers and how council could best effect positive change.<br><br>As part of this review officers would investigate using part or all of Newtownards town centre as a pilot scheme to tackle dereliction, which could then be broadened across the Borough if successful. The review may form a working group which would consider what incentives could be provided through, DFC whom hold regeneration powers, the Planning system, Building Control, or by other means, to encourage the re-use or redevelopment of local derelict buildings to provide new business opportunities or homes. Consideration would also be given to what limitations can be placed on public and private property owners who are not willing to work in partnership for regeneration and the public good.<br><br>Any potential pilot would have relevance for all of the Ards and North Down Borough and may highlight the need for additional powers for council or new partnerships with central government departments. The research of officers would be expected within a reasonable timeframe but would not be time limited. Should other professional expertise be required for elements of this research, a report | Councillors Smart & Irvine  | Mar-23   | Place & Prosperity June 2023               | Place & Prosperity             | Agreed and ratified at Council 5.7.23            | TBC    |  |   |
| 20.3.2023 | That this Council explores the possibility of supporting the Bookstart Early Years Pilot across Ards and North Down. A report is brought back detailing information about the programme, how it could be supported across the Borough, including cost and potential delivery partners.   | Councillors Gilmour & Cathcart  | Mar-23   | Community & Wellbeing Committee 21/06/2023 | Community and Wellbeing        | Agreed - subject to ratification by June Council | TBC    | Officers considering report to be brought back to future C&W Committee |   |

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| TBC            | 20.3.2023  | That this Council recognises the issues and concerns detailed in the letter sent to the Chief Executive by The Kirubbin Harbour Action Group and agrees to write to the Permanent Secretaries of the Departments of Infrastructure and Communities, asking them to provide details of the responsibility they have in ensuring the public safety of the harbour and listing any details of dealings their departments have had with the owner.  | Councillors Thompson & Adair   | Mar-23             | Place and Prosperity Committee June 2023 | Place & Prosperity    | Agreed and ratified at Council 5.7.23  | TBC  | CEx issued ltrs to Perm Secretaries of DfI and DfC 2.8.23 - awaiting responses  |
| NOM 183 / CW58 | 18.04.23   | That Council writes to the Permanent Secretary of the Department for Infrastructure highlighting the benefits of Community Transport and the Dial a Lift Service for elderly, disabled and socially isolated residents living in rural areas who depend on this service. Further request that funding is allocated on a longer term basis to continue this vital transport service for our residents going forward.   | Councillor Adair and Councillor Edmund   | Council April 2023 | Heard and AGREED                         | Corporate Services    |  | Response to NOM drafted for Corporate September 2023 | NOM moved to Corporate Committee from C&W June 2023 Committee. Further letter sent to DfI by C&W ahead of move to CS. |
| TBC            | 18.04.23   | That this Council brings back a report that looks at the restoration of much missed events namely the Bangor Easter activities (including the Easter parade), Donaghadee Lights Up and Groomsport Music Festival. As part of this report, officers should engage and consult with local communities and business to gauge not only their support for the return of these events but also ask, if they do return, what could be done to improve these events to allow for more community involvement and also to maximize footfall and trade for local businesses. | Councillor T Smith and McKimm  | Council April 2023 |  | Place & Prosperity    | Agreed but amended at Council 5.7.23 That Council doesn't bring back a report on additional Council run events |  | Complete - no further action to be taken as per amendment at Council 5.7.23   |
| 573            | 09.06.2023 | That this Council requests officers to bring back a report with full costings and budgetary options outlining pragmatic solutions to tackling anti-social behaviour in the Bank's Lane car park, Ballyholme including the restricting of access to the car park at night. In addition, officers should clarify ownership of the Bank's Lane as part of the solution.  | Alderman K Douglas and Councillor Cathcart supported by Cllr W Irvine, Cllr Blaney, Cllr McKimm and Cllr McCracken | Council July 2023  | Heard at Council - 05.07.2023            | Environment Committee | Heard and Agreed at Council meeting 05.07.2023   | NA   |   |