

Title of Report:	NI 100 Council Centenary Working Group Terms of Reference
Committee Report Submitted To:	The Leisure & Development Committee
Date of Meeting:	16 November 2021
For Decision or For Information	For Decision

Linkage to Council Strategy (2015-19)	
Strategic Theme	Resilient, Healthy & Engaged Communities Accelerating our Economy and Contributing to Prosperity
Outcome	Council will work to develop and promote stable and cohesive communities across the Borough Promoting the Borough as an attractive place to live, work, invest and visit
Lead Officer	Head of Community & Culture
Cost: (if applicable)	

Budgetary Considerations	
Cost of Proposal	n/a
Included in Current Year Estimates	n/a
Capital/Revenue	Revenue
Code	TBC
Staffing Costs	

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	yes	January 2021
	EQIA Required and Completed:	No	Date: n/a
Rural Needs Assessment (RNA)	Screening Completed	yes	February 2021
	RNA Required and Completed:	no	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	No	Date:
	DPIA Required and Completed:	No	Date:

1.0 Purpose of Report

The purpose of this report is to seek approval to amend the Terms of Reference for the NI 100 Working Group to include the development of potential events and activities which seek to mark the Queen's Platinum Jubilee, therefore extending the remit and timeframe of the group.

The report also provides Members with a record of the agreed note from Council's NI100 Working Group meeting held on the 23 September 2021.

2.0 Background

At the November 2018 Corporate Resource & Policy committee meeting a Notice of Motion was carried and subsequently agreed at the Council meeting held in the same month, stating *'That this Council establish a working group, consisting of 6 members by d'Hondt, to explore a programme of events and activities to celebrate the 100th anniversary of Northern Ireland in 2021.'*

The Terms of reference were agreed by Council in July 2020 and the Working Group has been meeting regularly to oversee the development and implementation of an NI100 Programme of events on behalf of Council.

At the September meeting of the Working Group (**Annex A**) it was recommended that the Terms of Reference of the Group be changed in line with Council's plans to mark the Queens Platinum Jubilee.

Subject to Council approval to proceed, the following initial actions would include:

- The development of an amended terms of reference for the Working Group for approval.
- Scoping proposed activities/projects.
- Carry out necessary Section 75 and Rural proofing screening.
- Develop draft budget and staff resources necessary to deliver.
- Seek approval for proposed programme.

3.0 Recommendation

It is recommended that Council consider the proposal to amend the Terms of Reference for the NI 100 Working Group to include the development of potential events and activities which seek to mark the Queen's Platinum Jubilee, extending the remit and timeframe of the group. A further report will be brought to committee to consider the amended Terms of Reference.

Annex A



**Causeway
Coast & Glens
Borough Council**

**Notes of NI 100 Centenary Working Group
Thursday 23rd September 2021, at 6.00pm
Virtual Meeting via MS Teams**

Present

Members: M. Knight-McQuillan (Chair), Cllr R. Holmes, Mayor, Ald. M. Fielding, Cllr A. Schenning, Cllr. J. McAuley,

Officers: J. Welsh, Head of Community & Culture, S. McMaw Head of Performance, J. Austin, Museum Services, Z Curry Business Support Officer, Dr Nic Wright, Community Engagement Officer, R. Downey Sport & Wellbeing Development Unit Manager E. Montgomery, HIS, J. Elliott Town & Village Manager, A. McAuley, Corporate communications Manager, P. Thompson, Head of Tourism & Recreation

NO.		ACTIONS
1.	Welcome	
	The Chair opened and welcomed everyone to the meeting	
2.	Apologies	
	Ald. J. Baird, Cllr. A. Callan (Ald. M Fielding deputizing) P. Donaghy, Democratic & Central Services Manager H. Perry, Museums Development Manager Dr. A. Charles	
3	Notes of Meeting held on 26th August 2021	
	All agreed	
4.	Matters Arising	
	No Matters Arising	
5.	PR Activity Update	
	The Corporate Communications Manager updated members on press coverage to date, (Report Previously Circulated). The report shows the spread of PR coverage across various platforms printed and social media. There had been ten press releases between 17 th July – 10 th September, with a further two recently. We will continue to promote projects over the next months with the Mosaic Arts Project expected to provide good visual imagery.	
6.	Project Updates – Verbal updates	
	Our Famous Sons & Daughters The Community Engagement Officer (C&EO), the exhibition is currently in Cloonavin and will tour to RVACC in October and Ballymoney Museum in November. Booklets have been produced and are available from Ballymoney Museum and can be posted	

NO.		ACTIONS
	<p>upon request.</p> <p>Reflections of the Causeway Coast Book – now at third draft stage, members have received a copy of the draft (previously circulated). Members were asked to feedback any comments to the Community Engagement Officer within one week.</p> <p>Partition in Ireland Partition of Ulster 1919 – 1922 workshops have been scheduled in Autumn, schools have been invited to take part. Planning for virtual workshops if schools do not want visitors within the school setting. In the event of schools not taking up the invite, community groups will be invited.</p> <p>Alex Blair an Expression of Interest has been submitted to NHLF, the outcome will not be known until 30th September 2021.</p> <p>The Alex Blair Collection Exhibition opens in Ballymoney Museum on 25th September 2021.</p> <p>Community Tree Planting Head of Tourism & Recreation informed members that the Community Trees EOI was extended until 23rd September, the total of EOIs now received were 44.</p> <p>Members discussed how to allocate the remaining trees and it was agreed to plant the remaining 56 trees on land at Culcrow Primary school.</p> <p>Proposed by Cllr M. Fielding Seconded by Cllr J. McAuley</p> <p>Coast & Countryside will provide a plaque for the site.</p> <p>Cllr McAuley requested that a further 44 trees be sourced to provide 100 trees to plant on the site at Culcrow Primary School and the playgroup to be included.</p> <p>Cllr J. McAuley to enquire with Woodland Trust if they could supply the additional trees.</p> <p>The Head of Performance updated members that the first draft of the design of the Centenary window was expected in the next few weeks and that he would inform members when it had been drafted.</p> <p>The Town & Village Manger provided an update on the</p>	<p>Comments returned within 1 week. Email to inform Members to send comments to C&EO</p> <p>Coast & Countryside to progress project directly with School and provide necessary trees and plaque</p> <p>Cllr McAuley to contact Woodland Trust</p> <p>Head of Performance to forward Design</p> <p>Manager to liaise with staff to progress invite list</p>

NO.		ACTIONS
	<p>Eat Local Celebration. The videography with Paula McIntyre is currently underway across various locations. The video will be launched on the evening of the meal. The possible venue for the meal is the Arcadia due to it being 100 years old. Numbers are limited to a maximum of 24. Members were asked who should be included on the invite list.</p> <p>Members discussed the possibility of holding the event across two evenings to allow for an increase of invitees. The Mayor suggested that the food producers should be invited.</p> <p>Members discussed the people who should be included on the invite list.</p> <p>Members felt that staff who have contributed to the programme should be recognised by being invited. Proposed by Cllr. J. McAuley Seconded by Cllr. A. Schenning</p> <p>The Sport & Wellbeing Manager updated members on Heritage Games which will run from 4th October until end of November. Thirty schools have registered to take part and PR will be arranged for this event.</p> <p>Mary Peters Games heats will take place between September – Halloween with the Finale event planned to take place in March 2022 at Rugby Avenue. Mary Peters would be keen to attend the event.</p> <p>The dates of the London Event have now changed to 12th & 13th November. The Chair Mayor and Deputy Mayor have been invited to represent Council.</p>	
7.	Any Other Relevant Business	
	<p>The Chair, Cllr M. Knight-McQuillan suggested that the Terms of Reference for this working group be changed in line with any Council's plans to mark the Queens Platinum Jubilee.</p> <p>Proposed by Cllr M. Fielding Seconded by Cllr. A. Schenning</p>	
8.	Date of Next Meeting	
	Meeting scheduled to be held on Thursday 28th October 2021, 6.00pm via MS TEAMS.	

Meeting closed at 7.20pm