



Title of Report:	HM The Queen's Platinum Jubilee
Committee Report Submitted To:	Leisure & Development Committee
Date of Meeting:	20 September 2022
For Decision or For Information	For Information

Linkage to Council Strategy (2019-23)	
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	

Budgetary Considerations	
Cost of Proposal	(included in budget agreed)
Included in Current Year Estimates	YES/NO
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	Date: January 2021 Jubilee Feb 2022
	EQIA Required and Completed:	No	Date: N/A
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date: February 2021 Jubilee Feb 2022
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Purpose of Report

The purpose of this report is to provide members with a record of the agreed note from Council's Queen's Jubilee Working Group meetings held in February, March and May 2022 respectively (Annex A).

A copy of the progress report as of May 2022 is attached at **Annex B** while further information regarding the programme can be accessed on <https://www.causewaycoastandglens.gov.uk/see-do/celebrating-hm-the-queens-platinum-jubilee>

An evaluation of the programme in terms of deliverables will be provided to committee in due course.

Annex A



**Causeway
Coast & Glens
Borough Council**

**Report of Queens Platinum Jubilee Working Group
Thursday 24th February 2022, 7.30pm
Virtual Meeting via MS Teams**

Present

Members: Ald. M. Knight-McQuillan, Ald. J. Baird, Cllr M. Feilding

Officers: J. Welsh Head of Community & Culture, P. Thompson Head of Tourism and Recreation, Z. Curry Business Support Officer, M. Orr, Service Support Officer, P. Donaghy, Democratic & Central Services Manager, L. Scullion Community Development Manager, A. McAuley, Corporate Communications Manager, J. Austin Museums Officer

NO.		ACTIONS
1.	Welcome	
	The Chair opened and welcomed everyone to the meeting	
2.	Apologies	
	Cllr. A. Callan Cllr. J. McAuley	
3	Notes of Meeting held on 19th January 2022	
	Agreed	
4.	Matters Arising	
	No Matters Arising	
5.	Outstanding NI 100 Projects	
	Stained Glass Window The Design Panel have had two previous meetings where changes had been recommended. The final drawing will be made available for members for any further	Members can inform the Chair if they have

NO.		ACTIONS
	<p>comments. It is scheduled to be completed by June with the unveiling date of 6th June 2022.</p> <p>University of Ulster Media Project The draft version of the webpage was shown to members. Ald. Baird requested that the Queens Voluntary Award to Ballymoney Show is included.</p> <p>Mary Peter Games This event is due to take place in March.</p> <p>Evaluation of the NI 100 Programme An evaluation of the programme will be completed at the end of March. The Evaluation report will be provided to Leisure & Development Committee in April.</p>	<p>any further comments on the final drawing</p> <p>Link to Webpage to be shared with Members For Information</p> <p>Evaluation Report provided to L&D, April 22</p>
6.	Finale Video	
	<p>The Finale Video is now complete. The Corporate Communications Manager thanked the Mayor and the Chair for their participation.</p> <p>The video shows a good summary of the programme and what we have achieved over the year. A note of thanks to Chrissy from the ICT team who has provided his talent to create the video.</p> <p>The video will be launched after the Mayor has had the opportunity to view it.</p>	
7.	Queens Platinum Jubilee Programme	
	<p>The C&C Head of Service informed members that it is planned to launch the programme on 1st March with a Press Release. The webpage has been created and will be populated with the programme. The programme is currently being drafted and when dates have been confirmed will be available online.</p>	

NO.		ACTIONS
	<p>Tree Planting The T&R Head of Service informed Members that DEARA have agreed that the 2 sites celebrating the Queens Platinum Jubilee. The 2 sites are Letterloan and Camus. Two further sites have been identified as potential sites, Roe Mill and Mountsandel, subject to Land Acquisition</p> <p>Small Grants The Community Development Manager explained the small grants had been approved by Leisure & Development and dependant on approval at Full Council the grants would open on 9th March and close 23rd March. The aim would be to assess the grants 24th and 25th March with the report going to Leisure & Development in April.</p> <p>Members agreed that officers would assess the grant applications and an assessment panel convened via MS Teams on Monday 28th March. No members were appointed to sit on the assessment panel, member who are available to attend were asked to do so.</p> <p>Museum Services Projects The Museum Officer updated members on the projects. Exhibition- the content for the panels has been agreed and due to go the designer. Oral History Project- is now complete Intergenerational Project – is currently underway with residents from Clanmil Housing taking part in the video. Playful Museums Festival- this is currently underway with childcare settings and childcare students from NRC taking part. The last session is due to take place week beginning 28th February. Storytelling – locations were changed to Coleraine and Ballymoney due to restrictions on numbers. The last session will be held in Ballymoney on 26th February. Royal sites- this is still at scoping stage, discussions have been ongoing with Whitehead to find out the possibility of the train and carriage the Queen travelled in coming to Ballymoney where workshops for children could be held. The cost of this could be too high. Whitehead currently only travel between Whitehead and Belfast and possibly won't travel to Ballymoney.</p>	<p>Assessment Panel arranged on 28th March 2022</p>
8.	Any Other Relevant Business	

NO.		ACTIONS
	<p>The Chair had been asked to request that two further projects are added to the programme. They are; Beacons Lighting Ceremonies, one in each legacy area.</p> <p>The T&R HOS advised members that the events team could provide the support for the event however, the bureaucracy from external agencies would create a huge expense.</p> <p>The Chair noted that the events team are already busy planning the Airshow and do not want to add additional workload to the team.</p> <p>The Democratic & Central Services Manager explained that they had organised a similar event for the End of the Great War Programme.</p> <p>Food Event A food event with the theme of the Jubilee Pudding similar to the pudding competition being ran through the official Queens Platinum Jubilee Programme, to showcase the Slow Food Causeway programme.</p> <p>Members agreed the two additional projects were to be added to the programme, with the budget for the food event coming from the additional monies approved by Leisure & Development.</p> <p>Members discussed the 70th birthday project and agreed to recognising 100th Birthdays and 70th Wedding anniversaries. All Agreed</p>	<p>D&CS Manager to forward details of the previous programme to C&C HOS</p>
9.	Date of Next Meeting	
	Tuesday 29 th March 2022	

Meeting closed at 9.00pm



**Causeway
Coast & Glens
Borough Council**

**Report of Queens Platinum Jubilee Working Group
Tuesday 29th March 2022, 8.00pm
Virtual Meeting via MS Teams**

Present

Members: Ald. M. Knight-McQuillan, Ald. J. Baird, Cllr. R. Holmes

Officers: J. Welsh Head of Community & Culture, Z. Curry Business Support Officer, M. Orr, Service Support Officer, P. Donaghy, Democratic & Central Services Manager, L. Scullion Community Development Manager, A. McAuley, Corporate Communications Manager, J. Austin Museums Officer

NO.		ACTIONS
1.	Welcome	
	The Chair opened and welcomed everyone to the meeting	
2.	Apologies	
	P. Thompson Head of Tourism and Recreation R. Downey Sport & Wellbeing Development Unit Manager J. Elliott Head of Prosperity & Place, Interim	
3	Notes of Meeting held on 24th February 2022	

NO.		ACTIONS
	Agreed	
4.	Matters Arising	
	No Matters Arising	
5.	Project Update	
	<p>Queens Platinum Jubilee Exhibition- Research is now complete along with the design phase, will be printed soon. Community Groups have been approached for loan objects. Exhibition will open on 24th May in Coleraine Town Hall.</p> <p>Oral History- interviews currently taking place.</p> <p>Primary School Workshops – school children will have the opportunity to travel on the Causeway Tram along with creative workshops. Dates 9th – 12th May.</p> <p>Royal Connections- an interview on BBC Radio Ulster, Your Place and Mine took place on 12th March. The Mayor launched the project on 14th March.</p> <p>Vintage Tea Dances – 2 tea dances planned, however essential work planned for fire alarm installations in Roe Valley Arts Centre and Flowerfield Arts Centre during the summer months. Alternative dates to be confirmed.</p> <p>Creative Workshops, Adults- dates confirmed in April and May</p> <p>Film Screening – 4 screenings planned to take place at Flowerfield & Roe Valley Arts Centres, dates to be confirmed.</p> <p>Small Woodlands Planting Scheme Letterloan & Camus Queens Green Canopy- A report was taken to Leisure & Development Committee, informing members of the funding offer from DEARA. Two additional sites for planting have been identified; Drumaheglis Caravan Park and Mountsandel, Officers are investigating the possibility of registering to the Queens Green Canopy.</p> <p>The Chair had spoken with the Lord-Lieutenant who informed that the registration is low from Northern Ireland and asked if groups could be encouraged to register on the Queen Green Canopy website.</p> <p>Freedom of the Borough – the RAF will be awarded the Freedom of the Borough, 8th April at Roe Valley Arts Centre, Limavady.</p> <p>Beacons- Democratic Services will lead on this project. We propose to use the same model that was used for the Great World War in 2018, in conjunction with the four Royal British Legions. The Royal British Legions will be contacted to request their willingness to take part in the project.</p>	

NO.		ACTIONS
	<p>Lord-Lieutenantants to be invited to each of the Beacon events. Members agreed if they were not available that an Elected Member from each legacy area be invited to also light the Beacon at each of the 4 areas.</p> <p>It was discussed to invite both Lord-Lieutenants' to input into the Working Group. All agreed.</p> <p>The website is now live similar to the format of NI 100 and will be updated with programme information.</p> <p>Food Event- further information was to be sought from Taste Causeway to identify what would be possible with the theme of Jubilee Pudding. Due to limited time and timing of meetings, Members agreed that any further updates would be taken through the Chair.</p> <p>Small Grants – The Chair Declared Interest with Aghadowey Rural Kinship Group. 83 grant applications were received with the total amount requested £59,000. The budget agreed was £30,000. The assessment panel met and agreed in order to support all eligible applications the amount requested would be reduced by 50%. Members agreed.</p> <p>A report on the Small Grants Programme would be taken to Leisure & Development Committee in April.</p>	<p>Lord-Lieutenants to be invited to each Beacon event, along with Elected Members Letter of invitation to be written to the Lord-Lieutenants'</p> <p>Update to be provided to Chair</p>
6.	Any Other Relevant Business	
	No Other Relevant Business	
9.	Date of Next Meeting	
	Thursday 19 th May 2022, 6pm	

Meeting closed at 8.55pm



**Causeway
Coast & Glens
Borough Council**

**Report of Queens Platinum Jubilee Working Group
Thursday 19th May 2022, 6.00pm
Virtual Meeting via MS Teams**

Present

Members: Ald. M. Knight-McQuillan, Ald. J. Baird, Cllr. R. Holmes

Officers: J. Welsh Head of Community & Culture, P. Thompson Head of Tourism and Recreation,
Z. Curry Business Support Officer, M. Orr, Service Support Officer, P. Donaghy, Democratic & Central Services Manager, L. Scullion Community Development Manager, A. McAuley, Corporate Communications Manager, J. Austin Museums Officer

NO.		ACTIONS
1.	Welcome	
	The Chair opened and welcomed everyone to the meeting	
2.	Apologies	
	R. Downey Sport & Wellbeing Development Unit Manager J. Elliott Head of Prosperity & Place, Interim	
3	Notes of Meeting held on 29th March 2022	
	Agreed	
4.	Matters Arising	
	No Matters Arising	
5.	Project Update	
	Queens Platinum Jubilee Small Grants; Letters of Offer have been issued to 83 groups. Community Development have linked in with the "Big Lunch" and are encouraging groups to sign up to the "Queens Green Canopy" website. Vintage Tea Dance; One took place in Roe Valley Arts & Cultural Centre, with a further three planned to take place in Roe Valley Art & Cultural Centre and Flowerfield Arts Centre.	

NO.		ACTIONS
	<p>Kids and Adult Themed Creative Workshops have been planned to take place across the two Arts centres, Ballycastle and Ballymoney over the next few months.</p> <p>Big Stitch Up is taking place from April to June with sessions in Ballymoney Town Hall in June.</p> <p>Outdoor Visual Projection; Jubilee themed slideshow will be projected onto the side of Flowerfield Arts Centre on 1st June.</p> <p>Film Screenings; 6 film screenings will take place in Flowerfield and Roe Valley Arts Centres during May and June.</p> <p>Queen's Jubilee Sporting Celebration; (Kwik Cricket and Girls Football Festivals); Sport & Wellbeing have developed a programme of Kwik Cricket and Girls football to take place in Coleraine, Limavady and Ballymoney with Primary School Children.</p> <p>Small Woodlands Planting Scheme Letterloan & Camus Queens Green Canopy; The planting of woodland trees is well advanced, and 300 trees have been planted at Drumaheaglis Marina and Caravan Park which the Mayor attended and received some press coverage in the Newsletter.</p> <p>Head of Tourism & Recreation sought Members permission to plant more trees under the Queens Platinum Jubilee Programme, dependant on available budget.</p> <p>Members all agreed.</p> <p>Freedom of the Borough, RAF; the Freedom of the Borough took place in Limavady. The Chair attended the event and stated how well organised the event was, she also commended all the staff on the work they put into to make the event a success.</p> <p>100th Birthday; this will continue throughout the year. Publicity will be rolled out to promote this project.</p> <p>Volunteer Event; the Mayor will host the groups who have been awarded The Queen's Award for Voluntary Service from across the Borough on the 1st June. Thirteen groups have been identified.</p> <p>70th Wedding Anniversaries; Democratic Services have been contacted regarding a couple who will be married 70 years in September and are keen to mark this special occasion. Democratic Services will liaise with family members regarding this.</p>	<p>HOS T&R & CC to liaise re available budget</p>

NO.		ACTIONS
	<p>Newborns; certificates are being presented to all new born babies and teddies for all babies born in June.</p> <p>Beacons; the lighting of the Beacons will take place on 2nd June in four legacy areas in conjunction with the Royal British Legion. The beacons will be lit by Lord Lieutenant/ Deputy Lieutenants.</p> <p>The Queen's Platinum Jubilee exhibition 2022; launch of exhibition due to take place on 21st May in Coleraine Town Hall. Two drop in workshops for children have been confirmed and will take place in the exhibition space, over June and July.</p> <p>Primary School Workshops; Schools will take part in sessions from 23rd-26th May to recreate the Queen's coronation journey through a trip on the Causeway tram followed by a creative workshop.</p>	
6.	Any Other Relevant Business	
	<p>Pudding Competition: this project will not take place before the summer months. A review of targets and financial position will be provided at the next working group meeting.</p>	
9.	Date of Next Meeting	
	Thursday 16 th June 2022, 6.00pm	

Meeting closed at 6.45p
Annex B

Queens Platinum Jubilee Project Update – May 2022

Project Title: The Queen's Platinum Jubilee exhibition 2022				
Service Area: Museum Services				
Project Lead: Jamie Austin				
Inputs	Activities	Outputs	Outcomes	Progress

What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
<p>Staff time Designers Printers Members of the public/community groups for object loans Transport</p>	<p>Exhibition to open In Coleraine Town Hall 24th May 2022. To travel to Ballymoney Museum Sept-Dec and Limavady Museum Jan-April.</p>	<p>A set of 12 exhibition panels and 1 premier timeline display will be produced that can travel and be reused either together or on their own.</p> <p>Extensive newspaper research and images on the Queens visits to NI, compiled within research folders made accessible to members of the public and researchers.</p>	<p>New and reoccurring visitors will be reengaged with the museums and learn about Queen Elizabeth II's visits to Northern Ireland as well her historic visit to Dublin in 2011 with a display of informative panels, objects, photographs and timeline. The exhibition pulls a focus towards the community events and those the Queen met while on her visits to the Causeway Coast and Glens Borough Council area. Children will also have a play area and the chance to become a King or Queen for the day.</p>	<p>Exhibition poster and panels are near completion of design phase and will then be sent to printers.</p> <p>Museum objects for display identified.</p> <p>Members of the public/ community groups approached for object loans.</p> <p>Launch Saturday 21st May at 11am- invite sent out</p> <p>Childrens' decorative Fabric Napkin Workshops Two craft mornings have been booked to take place in the exhibition space on Saturday 25th June and Saturday 23rd July at 11.30am-1pm. These will be facilitated by Helen Walshaw.</p> <p>A 1hr story-telling session has been provisionally booked for 5th August in the exhibition space facilitated by Vicky of Tale Time Stories.</p>

<p>Project Title: Jubilee Oral History</p>
<p>Service Area: Museum Services& Good Relations</p>

Project Lead: Nic Wright				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Staff time TBUC funding (via GR) Transcription services	Recording oral histories with borough residents who have seen or met the queen.	8-12 x oral history interviews.	Creation of archive of personal memories and experiences of QEII's visits to the borough. Transcriptions and/or audio extracts to be incorporated into exhibition.	13 x completed and transcribed. Audios edited to be used on audio stations within exhibition.

Project Title: Jubilee Talks				
Service Area: Museum Services& Good Relations				
Project Lead: Nic Wright				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Staff time TBUC funding (via GR) Specialist speakers NI Community Archive	6x talks exploring different royal topics with special reference to	6 x talks delivered virtually 6 x talks recorded and uploaded onto the Northern Ireland Community Archive.	Engaged with new audiences (166 attendees). Participants learned about the history of their area.	Completed. Recordings of the talks may be viewed on the Northern Ireland Community Archive: www.niarchive.org/projectitems/jubilee-talks-programme

	local sites and people			
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Project Title: Intergenerational project				
Service Area: Museum Services				
Project Lead: Sarah Carson				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Staff Time Funded by Northern Ireland Museums Council	2 x storytelling workshops with Nurseries (completed) 1 x filming session with Cramsie House Clanmil	20 x watercolour illustrations by Kirah Gamble illustrating children's questions A video/film with the nursery children's questions, Clanmil residents answers to	Under 5s have learnt more about the Queen's visits to the Borough and been given the opportunity to ask questions about her visits.	Nursery workshops are complete. Illustrations complete. Filming sessions with Cramsie House – Thursday 5 th May at 11.30am.

	(date tbc – delayed due to Covid)	the questions and the watercolour illustrations.	Older people have felt connected to a younger generation. Collection has grown through Kirah Gamble's watercolour illustrations. Film will promote the intergenerational project and the wider programme of events.	
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Project Title: Family Storytelling sessions				
Service Area: Museum Services				
Project Lead: Jamie Austin				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Staff time Funding by Northern Ireland Museums Council	3 storytelling sessions held on 2 Saturdays and led by a facilitator from Armstrong Storytellers as part of Playful Museums Festival.		Children will have the opportunity to engage with the museums, the resources of the service and hear stories about castles including Dunluce Castle.	Completed 34 children and adults joined storyteller Masako Carey as she journeyed through magical tales of princes, princesses, castles and knights in family storytelling sessions held in Ballymoney & Coleraine Town Hall for children aged 2-5 years old.

Project Title: Playful Museum Festival- sensory storytelling & craft workshops				
Service Area: Museum Services				
Project Lead: Jamie Austin				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Staff time Funded by Northern Ireland Museums Council Facilitator Craft & dress up supplies Museum Facebook pages Northern Ireland Community Archive	4 sensory storytelling sessions to take place in February with nurseries/ playgroups.	Items used for the workshops will be kept to create a Queen's visit Under 5's loan box. Accompanying Museum makes craft videos and downloadable craft templates posted on our Facebook pages over the festival week are available to see on the Northern Ireland Community Archive.	We reengaged in a face to face manner with the families that we have built relationships with over the last 5 years as well as with a new audience. The workshops provided a fun and inclusive way for the early year's children to engage with their local history such as that of Dunluce Castle. Through the use of the sensory storytelling and the online MuseumMakes craft videos we were able to support child development in areas such as	Complete Workshops were held on: Monday 7 th February with Irish Society Playgroup in Coleraine Town Hall attended by 27 children and 7 adults. Tuesday 8 th February with a mums and tots group in Ballymoney Town Hall attended by 12 children, 8 adults and 5 students. Wednesday 9 th February with Little Rascals Nursery in Roe Valley Arts & Cultural Centre

			<p>social and emotional, physical, and language development as well as creativity.</p> <p>Resources created such as craft templates and dress up items are now available to be used with future early year's engagement in the form of a loan box as well as within our upcoming Queen's Jubilee exhibition and the programming of workshops around it in May 2022.</p> <p>Through the project we were also able to establish a partnership with early year's students from the Northern Regional College, Ballymoney who helped with craft ideas and supported the facilitation of the workshop in Ballymoney.</p>	<p>attended by 20 children, 20 adults and 4 babies.</p> <p>Friday 11th March with Jack Horner Playgroup attended by 16 children.</p>
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Service Area: Museum Services				
Project Lead: Jamie Austin				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Staff time Designer Writer	A short childrens story will be created using the questions from the children involved in the intergenerational project and the illustrations also created for this project.	A printed and online storybook.		Illustrations ready. Story is in production.

Project Title: Primary School workshops
Service Area: Museum Services
Project Lead: Jamie Austin

Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Staff time Craft supplies Facilitators Causeway Tram	Schools will be invited to recreate the Queen's coronation journey through a trip on the Causeway tram followed by a creative workshop, where as part they will create bunting to be put on display within the exhibition.	10 sessions over 5 days in May to be delivered with a maximum number of 120 participants a day, totalling 600 in the week. Children's artwork, including bunting will be produced.	Key stage 2 school children will have the opportunity to learn about the Queen's visits to the Borough, in particular her Coronation tour via steam train to Ballymoney, Coleraine and Downhill in 1953. School packs for follow up activities to do in the classroom will be provided Children will have craft items to take home as well completed bunting to contribute to the new Platinum Jubilee exhibition.	23 rd - 26 th May 2 sessions each day. Fully booked with 15 schools booked, 334 pupils and 41 staff members.

Project Title: Royal Connections				
Service Area: Museum Services				
Project Lead: Nic Wright				
Inputs	Activities	Outputs	Outcomes	Progress
				Detail progress to date

What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	
Staff time TBUC funding (via GR) NI Community Archive	Working with 8-12 community groups across the borough to develop a heritage trail exploring the borough's many royal connections.	1 x physical heritage trail booklet or fold-out map 1 x digitised heritage trail via NI Community Archive 1 x project with details on NI Community Archive	Community groups will learn more about their local heritage. Groups will work together on a cross community basis to produce joint outputs. Foster civic pride in the borough.	Photocall with Mayor 11/03/22 Interview on BBC Radio Ulster, Your Place and Mine, 12 th March Press release and formal recruitment launch week of 14/03/22 <ul style="list-style-type: none"> Start up meeting Thursday 28th April. 17 participants signed up so far. Training programme starting 19th May.

Project Title: Vintage Tea Dances				
Service Area: Arts				
Project Lead: Desima Connolly				
Inputs	Activities	Outputs	Outcomes	Progress
	What activities will take place	How many and what kind of products /		Detail progress to date

What resources are needed to make your project operate?	during your project?	outputs will be generated from those activities?	What will happen as a result of your project being delivered?	
Dependant on available budget	Community Tea Dances provided for local seniors at Roe Valley Arts & Flowerfield Arts	2 x Tea dances provided. Approx 25-50 participants per tea dance (auditorium capacity and covid safety permitting)	Fun and engaging community events provided to celebrate the Queen's Jubilee. Enhanced community engagement for Arts Service	<p>Tea Dances confirmed and arranged as below:</p> <ul style="list-style-type: none"> • Vintage Tea Dance (for seniors groups) with Driftwood / Friday 13 May, 1-3pm / Roe Valley Arts & Cultural Centre • Vintage Tea Dance (for seniors groups) with The Victory Rollers / Friday 27 May, 1-3pm / Roe Valley Arts & Cultural Centre • Vintage Tea Dance (for seniors groups) with Driftwood / Thursday 9 June, 1-3pm / Flowerfield Arts Centre • Vintage Tea Dance (for seniors groups) with The Victory Rollers / Friday 1 July, 1-3pm / Flowerfield Arts Centre • Mayor photo call arranged for Friday 13 May Tea Dance at RVACC

Project Title: Kids Themed Creative Workshops				
Service Area: Arts				
Project Lead: Desima Connolly				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Dependant on available budget	Creative workshops designed and delivered for children and young people at	Various workshops delivered in which children/young people will create arts/crafts items inspired by the	Fun and engaging community events provided to celebrate the Queen's Jubilee.	Children's Jubilee Workshops confirmed and organised as below: <ul style="list-style-type: none"> • Clay Creations Castle Moneybox for 8-12 year olds / Saturday 7 May,

	<p>Flowerfield Arts Centre/Roe Valley Arts Centre and selected outreach locations as part of Arts Service rolling annual programme</p>	<p>Queen's Jubilee and associated heritage.</p>	<p>Enhanced community engagement for Arts Service</p>	<p>10.30am-12.30pm / Flowerfield Arts Centre</p> <ul style="list-style-type: none"> • Flower Crown Workshop for 5-12 year olds / Saturday 7 May, 12noon-1pm / Flowerfield Arts Centre • Clay Creations Castle Moneybox for 8-12 year olds / Saturday 28 May, 10.30am-12.30pm / Roe Valley Arts & Cultural Centre • Glass Crown Sun-catcher and Coaster for 10-16 year olds / Saturday 11 June, 11am-3pm / Flowerfield Arts Centre • Flower Crown Workshop for 8-12 year olds / Saturday 11 June, 10am-12noon / Ballymoney Town Hall • Flower Crown Workshop for 8-12 year olds / Saturday 11 June, 2-4pm / Sheskburn House, Ballycastle • Weekend Wonders Castles for 5-7 year olds / Saturday 11 & 18 June, 10.30am-12.30pm / Flowerfield Arts Centre • Weekend Wonders Castles for 8-12 year olds / Saturday 11 & 18 June, 1-2.30pm / Flowerfield Arts Centre • Weekend Wonders Crowns for 5-7 year olds / Saturday
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				<p>25 June, 10.30am-12noon / Flowerfield Arts Centre</p> <ul style="list-style-type: none">• Weekend Wonders Crowns for 8-12 year olds / Saturday 25 June, 1-2.30pm / Flowerfield Arts Centre• Royal Fairy-tales for Tiny Tots / Saturday 14 May, 11.30am-12noon OR 12.15-12.45pm / Roe Valley Arts & Cultural Centre
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Project Title: Themed Creative Workshops - Adults				
Service Area: Arts				
Project Lead: Desima Connolly				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Dependant on available budget	Creative workshops designed and delivered for adults at Flowerfield Arts Centre/Roe Valley Arts Centre and selected outreach locations as part of Arts Service rolling annual programme	Various workshops delivered in which adults will create arts/crafts items inspired by the Queen's Jubilee and associated heritage	Fun, engaging and creative skills development community events provided to celebrate the Queen's Jubilee. Enhanced community engagement for Arts Service	Adult Jubilee Workshops confirmed and organised as below: <ul style="list-style-type: none"> • Decades Creative Writing Course / Thursday 5 May for 4 weeks, 7-9pm / Roe Valley Arts & Cultural Centre • Needle Felting - Royal Corgi / Saturday 14 May, 10am-1pm / Roe Valley Arts & Cultural Centre • Jewellery Design - Crowns / Friday 20 May, 10am-4pm / Roe Valley Arts & Cultural Centre • Flowers for for a Queen / Saturday 21 May, 10.30am-12.30pm / Roe Valley Arts & Cultural Centre • Glass Shamrock, Rose and Thistle / Wednesday 8 June,

				<p>2-5pm / Flowerfield Arts Centre</p> <ul style="list-style-type: none"> • Jewellery Design - Heritage Brooch / Saturday 11 June, 10am-4pm / Ballymoney Town Hall • Jewellery Design - Jubilee Bracelet / Saturday 18 June, 10am-4pm / Flowerfield Arts Centre • Flowers fit for a Queen / Saturday 25 June, 10am-1pm / Flowerfield Arts Centre • Jewellery Design - Heritage Brooch / Saturday 25 June, 10am-4pm / Sheskburn House, Ballycastle
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Project Title: Big Stitch Up				
Service Area: Arts				
Project Lead: Desima Connolly				
Inputs	Activities	Outputs	Outcomes	Progress

What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Dependant on available budget	Creative textiles workshops designed and delivered for community participants at Flowerfield Arts Centre as part of Arts Service rolling annual programme	10-15 creative textiles workshops provided for community with approx. 100-150 participants to help participants/communities create colourful bunting both for Flowerfield terrace and their own community spaces.	Fun, engaging and creative skills development community events provided to celebrate the Queen's Jubilee. Enhanced community engagement for Arts Service	<p>Free community/public drop-in workshops confirmed and organised as below:</p> <ul style="list-style-type: none"> • The Big Jubilee Bunting Stitch-Up! Free Drop in community sessions: Friday 29 April, Saturday 30 April, Friday 6 May and Saturday 7 May, 10am-1pm / Flowerfield Arts Centre • The Big Jubilee Bunting Stitch-Up! Free Drop in community sessions: Saturday 14 May, 21 May and 28 May, 10am-1pm / Roe Valley Arts & Cultural Centre • The Big Jubilee Bunting Stitch-Up! Free Drop in community session: Saturday 18 June, 10.30am-1.30pm / Ballymoney Town Hall

Project Title: Outside visual projection:				
Service Area: Arts				
Project Lead: Desima Connolly				
Inputs	Activities	Outputs	Outcomes	Progress
	What activities will take place	How many and what kind of products /		Detail progress to date

What resources are needed to make your project operate?	during your project?	outputs will be generated from those activities?	What will happen as a result of your project being delivered?	
Staff time	External screen image projection on Flowerfield to celebrate the Queen's Jubilee in run up to Jubilee Bank Holiday weekend	Jubilee themed slide show projected on to exterior of Flowerfield for all park users to enjoy 30 th May- 4 th June	Enhanced community engagement for Arts Service	Due to public holidays 2 nd and 3 rd June, projection now confirmed for Wednesday 1 st June from 8pm.

Project Title: Jubilee Film Screenings				
Service Area: Arts				
Project Lead: Desima Connolly				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Dependant on available budget and weather/venue availability due to venue closures for alarm installation	Indoor and outdoor (budget/weather permitting) film screenings for general public including family films	4 x Jubilee/Royal Family themed film screenings provided at Flowerfield and Roe Valley Arts	Enhanced community engagement for Arts Service	Films for adults and family screenings confirmed and organised as below: <ul style="list-style-type: none"> • Film Screening - The Queen / Thursday 19 May, 7pm / Roe Valley Arts & Cultural Centre • Film Screening - Elizabeth II: A Portrait in Parts / Thursday 26 May, 7pm / Roe Valley Arts & Cultural Centre

				<ul style="list-style-type: none"> • Family Film Screening - The Queen's Corgi / Saturday 28 May, 11am-1pm / Roe Valley Arts & Cultural Centre • Film Screening - Spencer / Thursday 9 June, 7pm / Flowerfield Arts Centre • Family Film Screening - Encanto / Saturday 11 June, 11am / Flowerfield Arts Centre • Film Screening - Elizabeth II: A Portrait in Parts / Wednesday 15 June, 7pm / Flowerfield Arts Centre
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Project Title: Queen's Jubilee Sporting Celebration; (Kwik Cricket and Girls Football Festivals)				
Service Area: Sport & Well-Being				
Project Lead: Roger Downey				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Programme co-ordinated and delivered via SWDU Sports Development Managers'	(i) Kwik Cricket Festivals 31 st May; Limavady (Scroggy Road)	Kwik Cricket Festivals Borough-wide sport participation opportunities 24 participating primary schools (16 Coleraine)	Recognition of the Queen's Platinum Jubilee Strengthening of school – club links	Dates confirmed for all events Facilities booked Schools have been invited to enter the Kwik Cricket Festivals

<p>Project oversight: SWBDU Manager</p> <p>Appropriate Recruitment Agency staff needed to facilitate delivery</p> <p>Relevant Risk assessment / protocols to be drafted and approved prior to project commencement</p> <p>Delivery dates, school timetable, monitoring and evaluation considerations</p> <p>Associated costs:</p> <p>Service Provider (3 events @ £200 each): £600</p> <p>Sports Coaches x 4 (2 hours @ £20 x 3 events): £480</p> <p>Participant Queens Platinum Jubilee Medals (24 schools x 16 pupils) 384 medals @ £3 each £1,152</p>	<p>Boys & Girls Kwik Cricket Festival</p> <p>7th June; Coleraine (Cricket Club) Boys Kwik Cricket Festival</p> <p>8th June; Coleraine (Cricket Club) Girls Kwik Cricket Festival</p> <p>(ii) Girls Football Festival</p> <p>26th May; Ballymoney (JDLC) U12's Girls Football Festival</p>	<p>area & 8 Limavady area)</p> <p>192 boys participating (Ages 9 – 11 years)</p> <p>192 girls participating (Ages 9 – 11 years)</p> <p>8 participating Clubs from Coleraine, Ballymoney, Limavady and Moyle areas invited</p> <p>100 Girls (Ages 11 - 13 years)</p>	<p>Re-introduction of the Kwik Cricket and Girls Football Festivals following the Covid period.</p> <p>Increased local cricket and girls football club membership</p>	<p>Clubs have been invited to enter the Girls U13 Football Festival</p>
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Total Cost: £2,232				
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Project Title: Small Woodlands Planting Scheme Letterloan & Camus Queens Green Canopy				
Service Area: Tourism & Recreation & Environmental Services				
Project Lead: Peter Thompson				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place?	How many and what kind of products / outputs will be generated	What will happen as a result of your project being delivered?	Detail progress to date
<p>Two sites identified</p> <p>Letterloan Camus</p> <p>External Funding, application submitted to DEARA</p> <p>Officers time</p>	<p>Tree planting at specific sites across the Borough</p>	<p>18,0000 trees planted</p> <p>Oak Birch Rowan Scots pine Hazel</p>	<p>The two sites chosen met with the criteria for a DAERA Small Woodland Grant Scheme to support woodland creation on agricultural land and non-agricultural land. Which will increase scope for the integration of a woodland component into an existing farm and other businesses and tree planting areas of 0.20 hectares and larger will be eligible. This scheme will encourage the creation of new native woodland which will contribute to biodiversity, carbon sequestration, improving air, soil and water quality and improved public amenity value</p>	<p>The Coast and Countryside team in conjunction with the Funding Unit have received a Letter of Offer at 100% funding to allow this project to be implemented.</p> <p>The Coast and Countryside team has been implementing tree planting projects at Camus and Letterloan.</p> <p>In addition, the Mayor with the support of the local community and caravan members planted 300 trees at Drumaheglis Holiday Park and Marina as part of The Queen's Green Canopy.</p> <p>The trees planted included oak, birch, rowan, Scots pine and hazel saplings in a section of the park where 80</p>

				tonnes of timber was recently harvested.
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Service Area: Democratic Services				
Project Lead: Pauline Donaghy				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Deliverable with existing staffing resources. Project funded by Council	Freedom of the Borough Ceremony	Civic Event	Council will confer the Freedom of the Borough at a ceremony and parade at Roe Valley Arts Centre, Limavady.	Event held on Friday 8 th April.

Project Title: 100th Birthdays				
Service Area: Democratic Services				
Project Lead: Pauline Donaghy				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date

<p>Deliverable with existing staffing resources.</p> <p>Project funded by the Mayor.</p>	<p>The Mayor will present individuals who celebrate their 100th birthday in 2022 with a specially designed Platinum Jubilee gift.</p>	<p>Commemorative gift (paperweight with the QPJ emblem) to be presented to centenarians.</p>	<p>This project will recognise residents who will celebrate their 100th birthday in 2022.</p>	<p>Presentation to the first centenarian on 7th May.</p> <p>PR campaign w/c 9th May and later in the year following the appointment of the new Mayor.</p>
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Project Title: Volunteer Event				
Service Area: Democratic Services & Community Development				
Project Lead: Pauline Donaghy				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Deliverable with existing staffing resources. Project funded by the Mayor.	The Mayor will host an event for groups across the Borough that have been awarded The Queen's Award for Voluntary Service.	13 groups identified across the Borough.	Celebration event to be held for volunteer groups across the Borough which have been recognised by The Queen.	The proposed date for the event is Wednesday 1 st June.

Project Title: 70th Wedding Anniversaries				
Service Area: Democratic Services				
Project Lead: Pauline Donaghy				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
Deliverable with existing staffing resources. Project funded by the Mayor.	The Mayor will present couples celebrating their 70 th wedding anniversary in 2022 with a specially designed Platinum Jubilee gift.	Commemorative gift (paperweight with the PJ emblem) to be presented to couples who were married in 1952.	This project will recognise couples who will celebrate their 70 th wedding anniversary in 2022.	PR campaign w/c 9 th May and later in the year following the appointment of the new Mayor.

Project Title: New borns				
Service Area: Democratic Services				
Project Lead: Pauline Donaghy				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
<p>Deliverable with existing staffing resources.</p> <p>Project joint funded by Registration Dept/ Council's QPJ budget</p>	<p>Commemorative gift for new born babies.</p>	<p>Certificate for all babies born in the Borough during 2022 and PJ teddy for babies born on 6th February and during the month of June.</p>	<p>All babies born in the Borough during 2022 will have a unique memento of how Council marked The Queen's Platinum Jubilee.</p>	<p>Certificates received and being issued to all new born babies.</p> <p>Teddy presented on 29th April to baby born on 6th February. Teddies will be presented to June babies at registration.</p>

Project Title: Beacons				
Service Area: Democratic Services				
Project Lead: Pauline Donaghy				
Inputs	Activities	Outputs	Outcomes	Progress
What resources are needed to make your project operate?	What activities will take place during your project?	How many and what kind of products / outputs will be generated from those activities?	What will happen as a result of your project being delivered?	Detail progress to date
<p>Deliverable with existing staffing resources.</p> <p>Project funded by Council's QPJ budget</p>	Beacon lighting events	Beacons to be lit by Lord Lieutenant/ Deputy Lieutenants in 4 legacy areas on Thursday 2 nd June at 9.45 pm	These public events will enable local communities to pay tribute to The Queen's long and selfless service as part of the official Platinum Jubilee Weekend of celebrations.	<p>Arrangements currently in hand for events to be held in the following locations:</p> <p>Ballycastle – Holy Trinity Church grounds Ballymoney – Townhead Street Car Park Coleraine - The Diamond Limavady – Drumceatt Square</p>