



Title of Report:	Correspondence
Committee Report Submitted To:	Corporate Policy and Resources Committee
Date of Meeting:	24 September 2024
For Decision or For Information	For Decision
To be discussed In Committee	No

Linkage to Council Strategy (2021-25)	
Strategic Theme	Cohesive Leadership
Outcome	Council operates as one effective and efficient corporate unit with a common purpose and culture
Lead Officer	Director of Corporate Services

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

Legal Considerations	
Input of Legal Services Required	YES/NO
Legal Opinion Obtained	YES/NO

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	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

1.1 The purpose of the report is to present correspondence for Members' consideration.

2.0 The following correspondence has been received:

2.1 Bruno Peek, Pageantmaster, Email correspondence dated 23 July 2024
(VE Anniversary Guide copy attached) (VE Day Press Release copy attached)
(Animals That Served copy attached)

Full Extract

2.2 Re: Ve Day 80 - 'A Shared Moment Of Celebration' - 8th May 2025 & Northern Ireland

2.3 *Your contact details have been kindly provided by Sarah Little, Business Services Officer, NILGA, who I understand has also informed you that I will be contacting you with regard to the above. (I have copied Sarah in on this email too).*

2.4 *Following on from the great success of D-Day 80 - 6th June 2024, in which local Councils and communities played a major, important role in, helping to commemorate the 80th Anniversary of the D-Day Landings in Normandy, France, through the lighting of over one thousand Beacons and five hundred Lamp Lights of Peace, as well as all other various activities that day throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories, all of which are still available to be viewed on the D-Day 80 website, - www.d-day80beacons.co.uk we are now focusing all our efforts on the celebration of the 80th Anniversary of VE Day which marked the end of the war in Europe 80 years ago next May.*

2.5 *So with this in mind, we would very much like to encourage your Council and your surrounding communities involvement in this special celebration, using the occasion to pay 'tribute' to the 64,000 brave Irishmen, along with the other millions that sacrificed so much during the dark days of war, helping to secure the starting point of peace, by undertaking the following outlined in the attached Guide To Taking Part, which is also available on the VE Day 80 website - www.VEday80beacons.co.uk.*

2.6 **Beacons And Lamp Light Of Peace**

Those with existing Beacons and Lamps are being encouraged to re-light them at 9.30pm on 8th May 2025. We also want ask those of you with much loved pets to consider lighting a Lamp Light of Peace to remember the millions of animals - horses, donkeys, dogs, cats, pigeons and others - that also gave service and sacrifice during WW2. (See attached).

2.7 **Ringling Out In Celebration**

We would be extremely grateful if you would also encourage as many Churches/Cathedrals within your area to ring their Bells in celebration of 80

years of peace, at 6.30pm that evening too please, asking them to register their involvement should they wish to take part.

2.8 Event Registration - Extremely Important Please

To ensure we register your involvement, along with all others taking part correctly, and be able to send you/them further information over the forthcoming months, we would appreciate it if you/they would be kind enough to provide the information requested on page 5 of the Guide as soon as you/they are able please, along with confirming whether or not your/their involvement will be open to the public, or is being organised as part of a PRIVATE occasion.

2.9 Press Release For Immediate Use Please

I attach the first of two VE Day Press Release's, enabling you/them to personalise it before you/they send it to all areas of your local media - radio, tv and newsprint, as soon as possible please, providing them with an early indication of your/their involvement in VE Day 80 - 8th May 2025. We will of course be sending you/them the second updated release nearer the time, but feel it important your local media are given early warning of your/their plans in taking part in VE Day 80 on 8th May 2025.

2.10 Official Ve Day 80 Logo

Those taking part are be encouraged to use the VE - Day 80 logo at the top of this email.

2.11 *We do hope that you will participate in this important 80th Anniversary event, celebrating the end of the war in Europe, and look forward to receiving your decision in due course.*

3.0 Sinead Sargent, Director of Investigations, NI Public Services Ombudsman's Office, dated 3 September 2024 (copy attached)

Full Extract

3.1 *I hope this finds you well. As you are aware, NIPSO's Complaints Standards team recently conducted a Model Complaints Handling Procedure (MCHP) procedural compliance check on your organisation's complaints handling procedure (Parts 1-3). I am pleased to inform you that your current complaints procedure is MCHP compliant in accordance with the Public Services Ombudsman Act (NI) 2016.*

3.2 *I would highlight that under section 38(3) any amendments or modifications to your current complaints handling procedure should not be made without the prior consent of NIPSO.*

3.3 *The above legislation also requires NIPSO to "monitor practice and identify any trends in practice as respects the way in which listed authorities handle complaints". NIPSO's Complaints Standards team will continue to monitor your organisation's practical MCHP implementation and compliance through the investigation of any complaints received by NIPSO; the complaints information available in published reports; and by any other relevant means.*

3.4 *NIPSO's Complaints Standards team is committed to supporting local government to continue to comply with the MCHP through the currently established Best Practice Network. The Network has proved to be a successful platform for local government representatives to discuss best practice in complaints handling and promotes the development of a culture that welcomes and values complaints to ensure continuous improvement and learning across local government.*

4.0 **Alison Allen, Chief Executive, NILGA, dated 12 September 2024 (copy attached)**

4.1 **Re: NILGA Leadership Programme for Elected Member Development**

Full Extract

4.2 *As you know, NILGA coordinates an all-council Regional Programme of Elected Member Development annually, complementing your Council's local training, designed to provide elected members with a co-ordinated toolkit of learning, suited to today's responsibilities and challenges, and in line with the NILGA Political Skills Framework.*

4.3 *This builds on the NILGA-delivered/nationally-accredited Councillor Development Charter and Charter Plus initiatives. The Regional Programme has been co-designed by councils' elected member development groups and councils' member services and human resource officials, working through the NILGA Elected Member Development Network.*

4.4 *A key part of this Regional Programme is the CPD-accredited Leadership Programme for Elected Members, offered by NILGA in conjunction with Governance International. The eight 3-hour modules in this Programme aim to develop the practical skills necessary for a strategic understanding of the context within which councillors work (people, place and systems) and the capabilities they need, using relevant models and concepts to help them improve their strategic leadership approach in a local political environment. This will be the fifth running of this highly commended Leadership Programme and will commence in January 2025, with monthly modules.*

4.5 *NILGA and Governance International would very much welcome an opportunity to come along to one of your Council Meetings in advance of January 2025, to promote the Leadership Programme to your elected members.*

4.6 *Thanking you in anticipation of your continued positive approach and engagement with the NILGA Regional Programme for Councillor Development 2024-25. Please feel free to contact my colleague Fiona Douglas (f.douglas@nilga.org) or myself if you or a senior colleague wish to discuss further.*

5.0 **Recommendation**

It is recommended that Corporate Policy and Resources Committee consider the correspondence report.



VE DAY®

80TH ANNIVERSARY

A SHARED MOMENT OF CELEBRATION

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A SHARED MOMENT OF CELEBRATION



Contents

PAGE 3
Introduction, how to take part
and register your event

PAGE 6
VE Day 80 Proclamation

PAGE 7
VE Day 80 Bonfire Beacon

PAGE 8
VE Day 80 Bishops Frome Strawman

PAGE 9
VE Day 80 Beacon Brazier

PAGE 10
VE Day 80 Gas-Fuelled Beacon
Bullfinch Gas Equipment

PAGE 11
VE Day 80 Gas-Fuelled Beacon
21CC Group Limited

PAGE 12
VE Day 80 Lamp Light of Peace

PAGE 14
VE Day 80 Flag

PAGE 15
VE Day 80 Pin Badge

PAGE 16
National Federation of Fish Friers

PAGE 17
Pipers and The Four Peaks

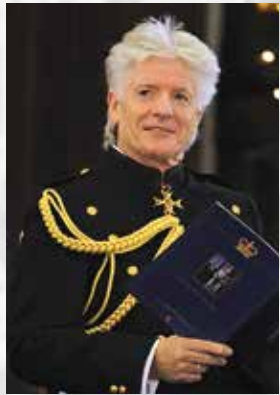
PAGE 18
Legal Essentials

PAGE 19
Acknowledgements



Introduction, how to take part and register your event

Bruno Peek CVO OBE OPR, Pageantmaster



Bruno Peek CVO OBE OPR – Pageantmaster, provides insights into the arrangements for the upcoming VE Day 80th anniversary celebrations, and how local councils and others within their community can take part in this 'shared moment of celebration' on 8th May 2025.

VE Day 80 – 8th May 2025 – A Shared Moment of Celebration

Following on from the enormous success of D-Day 80 - 6th June 2024, in which we all commemorated the 80th Anniversary of the D-Day landings in Normandy, France, we are now focusing our efforts on the celebration of the 80th Anniversary of VE Day which marked the end of the war in Europe and WWII as a whole on 8th May 1945. On Thursday 8th May 2025 we are encouraging the lighting of Beacons and Lamp Lights of Peace at 9.30pm, the raising of a unique VE Day flag at 9am and, where possible, holding parties of celebration throughout the day in the streets, gardens at home, churches, villages, town halls, pubs, clubs, hotels and all manner of locations throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories.

Due to the fact that Fish and Chips - Britain's favourite dish, was not rationed by Prime Minister Churchill during the whole of WWII, we also want to use this occasion to continue paying tribute to the brave fishermen who fished the seas and the farmers and land girls who toiled in the fields, by encouraging the eating of Fish and Chips throughout the day, as part of these VE Day 80 celebrations on 8th May 2025.



VE DAY 80 Beacons (9.30pm)

There are four types of beacons being lit for the occasion.

- VE Day 80 Bonfire Beacon
- VE Day 80 Bishops Frome Strawman
- VE Day 80 Beacon Brazier
- VE Day 80 Gas-Fuelled Beacons

Further details regarding these Beacons can be found on pages **7-11** of this Guide.

VE Day 80 Lamp Light of Peace (9.30pm)

In a similar way to D-Day 80, there are many local Councils, Churches, Care Homes, Hospitals, Pubs, Hotels and individual families etc, that would like to take part in the VE Day 80 celebrations but are lacking resources or land to light a beacon, so we encourage them to purchase a reusable Lamp Light of Peace. It provides an extremely cost efficient, simple and meaningful way to take part, with the lamp's ruby red colour representing the ultimate sacrifice made by brave men and women throughout the world who sacrificed so much during WWII, fighting for the freedom we all enjoy today. Its flame represents the 'light of peace' that emerged from the darkness of so many years of war and it is such an ideal way for local councils and communities to take part at a cost of only £55.00 including vat, post and packaging for one of these lamps. (Those with existing Lamps are being asked to re-use them).



With this in mind, we would like to encourage every City, Borough, District Community, Town and Parish Council to take part in this special celebration with a Lamp Light of Peace, using this to pay tribute to those within their local communities that undertook so much for us all during WWII, especially as we must use every opportunity possible to help promote peace around the world.

We would like the lamps to be lit at **9.30pm** on 8th May 2025, coinciding with the lighting of the beacons that night, and once lit for this occasion, they can be re-lit at 11am on 11th November in Remembrance for many years thereafter. Please visit <https://lamplightofpeace.co.uk/> for more details.



VE Day 80 Tribute (9.30pm)

All those taking part, whether they be lighting Beacons, Lamp Lights of Peace or holding a Party, are being encouraged to stop what they are doing at **9.30pm**, and read out the following Tribute by a nominated individual, bringing the Nation together at this one moment in time.

The Tribute

Let us remember those who gave their lives at home and abroad, whose sacrifice enables us to all enjoy the peace we have today.

Let us remember those who came home, wounded, physically and mentally, and the friends and family who cared for them.

Let us remember those who returned to restore their relationships and rebuild their working and family lives after years of conflict and turmoil.

Let us remember the families that lost husbands, wives, sons, daughters and sweethearts.

Let us remember the servicemen and women of other nationalities and faiths from Commonwealth and allied countries who fought, suffered and died during six years of war.

Let us remember those in reserved occupations and the brave people who kept us safe on the home front - the doctors, nurses who cared for the wounded, the men and women who toiled in the fields, the fisherman who fished the seas, those who worked in the factories and the air-raid wardens, the police officers, firemen, ambulance drivers and the young people of the Scouts and Guides who played such a vital role in the war effort at home too.

God Save The King

VE Day Flag (9.00am)



throughout WWII - *lest we forget*. We encourage, all City, Borough, District, Community, Town and Parish as well as other organisations such as, Churches, individuals, Care Homes, Hospitals, Stately Homes, Forts, Castles, and Hotels etc, to take part in this simple act of celebration by raising the official VE Day 80 flag for this day of celebration. Please see page 14 for more details.

VE Day 80 Empire Medal Pin Badge

Empire Medals have crafted a beautiful Pin Badge to celebrate VE Day 80, which can be purchased and worn by individuals during the build-up to 8th May, on the day itself, and many days thereafter if they so wish. It can also be used as a personal tribute to past family members involved throughout WWII, in helping to secure the peace that allows us all to celebrate this important anniversary on 8th May 2025.



More information is available at

<https://www.empiremedals.com/>

VE Day 80 Street and Home Garden Parties (throughout the day)

Even though Thursday 8th May 2025 is not a public holiday, we encourage those with country parks and streets that can be closed, along with those that have gardens to hold street and garden parties decked in flags and bunting, dressing up in fancy dress or uniform, along with those communities that have town, village and community halls etc, to organise VE

The Nation will again come together in joyous celebration at **9am** on 8th May, by raising the unique VE Day 80 Flag, uniting the nation in remembering the sacrifices made by so many, many millions



Day 80 parties within them, decorating them in a similar fun way. We also encourage care homes and children's homes, hospitals, schools, pubs, hotels and restaurants etc, to undertake similar events throughout the day in celebration of this important Anniversary. This would be a great, and simple way for schools to take part, especially at lunch-time.

The Four Peaks - Mount Snowdon, Scafell Pike, Slieve Donard and Ben Nevis

Four Pipers will be playing Celebratum from the top of the Four Peaks at 12noon on 8th May which has been especially written for this historic occasion by by Stuart Liddell MBE, and they will be followed by members of Walking With The Wounded who will be lighting Beacons at the top of the Peaks at 9.30pm in tribute to the fallen of WWII, as their contribution to VE Day 80.

Promotional tips

Invitations: Extend an invitation to your HM Lord Lieutenant, Deputy Lord Lieutenant, local dignitary to light your beacon or lamp, or **more importantly**, a young person, as they are the future, and we need to encourage as many as we can to assist the world in promoting peace.



Social Media: Use the power of social media channels to promote your involvement in VE Day 80, and post your photographs of your beacon lighting and any other activities you will be taking part in during VE Day 80.

TV, Radio and Newsprint: Make contact with your regional and local TV stations, local radio and newspapers, informing of your involvement in VE Day 80. We will be providing you with an overall press release outlining the overall plans for celebrating these important anniversary celebrations, enabling you to affix it to your plans. **Please** remember to include your own contact details, enabling them to contact you direct.

REGISTRATION OF EVENTS

Step 1: To confirm your involvement and make important communication as easy as possible please register your involvement, providing the information below, direct to brunopeek@mac.com as soon as possible please, but **no later than 30th April 2025**.

If your event is a private occasion and NOT open to the public, and you do not want your involvement shown on any public or media listing, it is important that you confirm this when providing information. Your participation will still be noted as part of this historic occasion but NOT made public. However, if your event IS open to the public, your contact details will be shared with the media so that they can contact you direct to arrange any publicity and/or coverage of your event.

Name of Country: England, Wales, Scotland, Northern, Ireland, Channel Islands, Isle of Man

Name of County

Name of City, Borough, District, Town, Parish

Name of Organisation

Name of Organiser

VE Day Beacon – Yes/No

VE Day Lamp Light of Peace – Yes/No

VE Day Flag – Yes/No

Street Party – Yes/No

Garden Party – Yes/No

Party elsewhere – Yes/No

Email address

Public or Private event

Step 2: Public or private event & legal essentials

Ensure you have undertaken all the legal essentials and safety requirements on **page 18** before lighting your Beacon and Lamp. Alert the emergency services, including the Fire Brigade, undertake any risk assessments required and ensure everyone involved is happy and familiar with your plans. **(This is your responsibility as coordinator)**. In the event of dry weather, high winds and a heightened wildfire risk on the day of the event, please carefully consider scaling back initial plans where appropriate.

Step 3: Please light your Beacon and Lamp Light of Peace at 9.30pm.

The Beacon and Lamp Lighting Ceremony should be undertaken as follows:

Invite your HM Lord Lieutenant, DL, Lord Mayor, High Steward, Sheriff, Lord Provost, Chairman, Leader of the Council or a VE Day Veteran to light your Beacon or Lamp Light of Peace at **9.30pm**. Alternatively, you may wish to run a local competition, with the winner lighting them.



Bruno Peek

Bruno Peek CVO OBE OPR

Pageantmaster

VE Day 80 Anniversary 8 May 2025

www.veday80beacons.co.uk



VE Day 80 Proclamation

Oyez, Oyez, Oyez

Eighty years ago today the United Kingdom and its allies from around the globe celebrated VE Day – the end of the war in Europe.

Today as we come together to commemorate what came to be known as VE Day our thoughts turn to thanksgiving and remembrance of those millions that gave so much to achieve the freedom we all enjoy today.

We remember those we lost, those who were wounded or scarred, those whose lives were forever changed by war. Nobody was immune from the impact of that terrible conflict.

Let us pause to remember their sacrifice.

We reflect too upon the words of our late and glorious Queen, Elizabeth – “Never Give Up, Never Despair”.

And so we offer thanksgiving for the selflessness of those who gave up so much in order that future generations should enjoy the blessings of freedom, democracy and peace.



God Save the King



Principal Town Crier Mrs Jane Smith from Bognor Regis has written the VE Day proclamation - judged by three independent judges anonymously who all agreed on her submission.



(left) Mr Christian Ashdown, Ex Household Cavalry and Chair of The Ancient and Honourable Guild of Town Criers.

On this significant occasion we would like to recognise the achievement of the Crier who proclaims from the most unique location at 0800hrs local time to initiate the day's proceedings. There will no doubt be considerable media interest.

If you think your location qualifies send an email to secretary@ahgtc.org.uk before VE Day and you will be entered into the competition (for which a modest prize will be awarded).



VE Day 80 Bonfire Beacon

Locate the bonfire at least 60m away from buildings, roads, railways and public rights of way, and a safe distance from dangerous materials and overhead power lines. Ensure it has good access for the transportation of materials for the bonfire and sufficient space for spectators to stand upwind.

Obtain the landowner's permission and involvement.

Liaise with your local fire brigade and all emergency services in your area, presenting them with your plans, and seek their advice and support.

1 Prepare site by removing top layer of turf and stack away from fire area. Obtain seven poles, 5-6m in length. Attach four guy ropes to top of one pole and anchor as shown.

2 Erect remaining poles as shown, ensuring tops are secured in place.

3 Use either pallets or suitable lengths of timber, spreading them over ground area of beacon for a good through draught. Secure timber horizontally between poles as shown, preventing material placed over the framework from dropping through. Construct access tunnel

to the middle of the beacon. Keep middle empty until required. Always construct the bonfire so it collapses inwards as it burns.

4 Use only wood for combustible materials. Do not burn dangerous items such as foam-filled furniture, old tyres, aerosols or tins of paint. Build upwards until height of centre pole is reached. Materials around top should be loosely packed to allow air flow. Cover bonfire to keep it dry.

5 Fill centre with suitable, dry combustible materials. Check construction is stable and remove any unsuitable materials that may have been added. Look specifically for fireworks, aerosols, highly inflammable materials or containers with such materials.

6 Construct a safety barrier out of ropes and stakes or scaffold poles to ensure public is kept at a safe distance from the fire.

7 In daylight, and for several hours, and up to lighting, check that there are no children or animals, such as hedgehogs etc playing or hiding in or round the bonfire. Arrange for at least 12 marshals to be in attendance, and undertake a sufficient safety briefing before lighting the beacon.

8 The person looking after the fire should not wear lightweight clothing that could

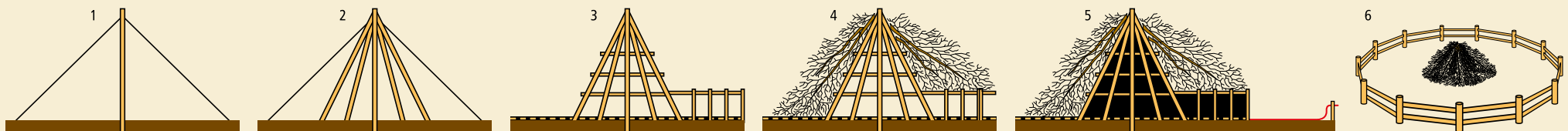
ignite easily. They should wear a substantial outer garment of wool, or other material of low flammability, and stout boots. They should know what to do in the event of a burn injury, or a person's clothing catching fire, and should have a fire blanket ready in the bonfire area along with a number of fire extinguishers.

9 Lighting: the safest and recommended approach is to use paper and solid firelighters in six places just inside the walls of the beacon to ensure an even burn. Never use flammable liquids such as paraffin or petrol to get it going as this can result in uncontrolled spread of fire or explosion.

10 To light the beacon: from poles 2m in length, prepare hand torches for lighting with paraffin-soaked rags wired around one end. Remember, paraffin is dangerous and great care should be taken. Paraffin can be used as directed, but it is still dangerous and should at all times be treated with great care - for example, always ensure all excess paraffin is drained off rags before use. If spilt on your clothes during the preparation of your beacon lighting you should replace those items of clothing before approaching any naked flames. In particular, always remember to replace the lid on any container of unused paraffin and store it in a safe place away from naked flames. Do not use an accelerant on the fire itself.



Bonfire Beacon, Shipston-on-Stour, Warwickshire, England. In memory of Fred Gardner and Sid Peachey. Photograph by Rob Hadley.



▲ After the event, extinguish fire and collect remaining debris.

▲ Dig over site and re-lay turf.

▲ Leave site clean and tidy.



VE Day 80 Bishops Frome Strawman

Ideal for Farms, Stately Homes and Country Landowners

How to Build your Strawman Beacon

This type of Beacon is ideal for farms, stately homes and our country landowners, using it as a fun aspect to celebrate/commemorate and pay tribute to the many that gave their lives unconditionally. It could be a public event or just for family, friends and those that work so hard on the land but in a similar way during WWII to keep the Nation fed during those difficult times when many of the men of the land were out defending our country overseas, never to return.

Obtain the landowners's permission and involvement then ensure you locate your Bishops Frome Strawman at least 60m away from buildings, roads, railways and public rights of way, and a safe distance from dangerous materials and overhead power lines. Ensure it has good access for the transportation of materials for the bonfire and sufficient space for spectators to stand upwind.

Liaise with your local fire brigade and all emergency services in your area, presenting them with your plans, and seek their advice and support. In the event of dry weather, high winds and a heightened wildfire risk on the day of the event, please carefully consider scaling back initial plans where appropriate.

1 Prepare site by removing top layer of turf and stack away from fire area.

2 Use only wood and straw for combustible materials and wrap steel banding around them all to hold the bales together while burning to stop them from falling away. Please dispose of the bands responsibly after the event.

3 Construct a safety barrier out of ropes and stakes or scaffold poles to ensure public is kept at a safe distance from the fire.

4 In daylight, and for several hours, and up to lighting, check that there are no children or animals playing or hiding in or round the Strawman. Arrange for at least 12 marshals to be in attendance, and undertake a sufficient safety briefing before lighting the Strawman.

5 The person looking after the fire should not wear lightweight clothing that could ignite easily. They should wear a substantial outer garment of wool, or other material of low flammability, and stout boots. They should know what to do in the event of a burn injury, or a person's clothing catching fire, and should have a fire blanket ready in the Strawman area along with a number of fire extinguishers.

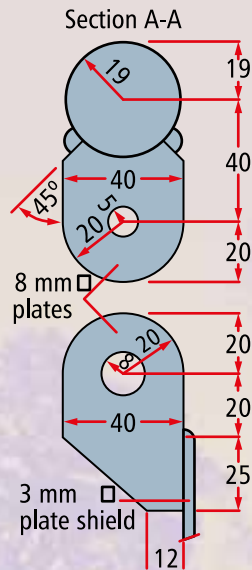
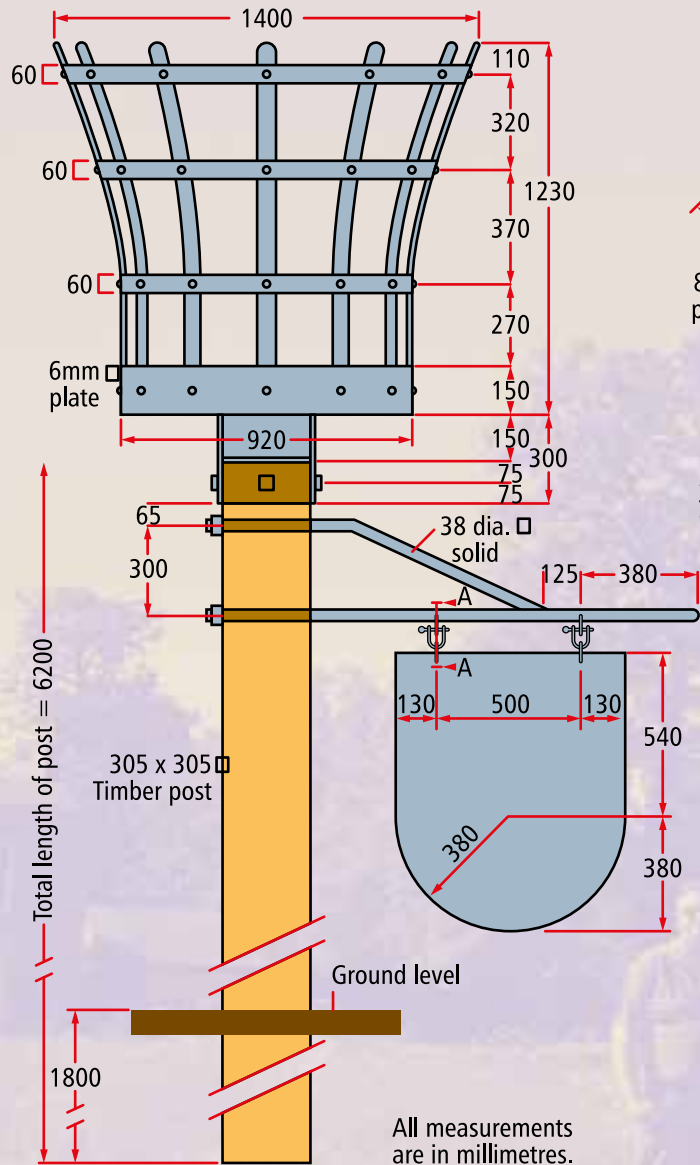
6 Lighting: the safest and recommended approach is to use paper and solid firelighters in six places just inside the walls of the Bishops Frome Strawman to ensure an even burn. Never use flammable liquids such as paraffin or petrol to get it going as this can result in uncontrolled spread of fire or explosion.

7 To light the Strawman: from poles 2m in length, prepare hand torches for lighting with paraffin-soaked rags wired around one end. Remember, paraffin is dangerous and great care should be taken. Paraffin can be used as directed, but it is still dangerous and should at all times be treated with great care - for example, always ensure all excess paraffin is drained off rags before use. If spilt on your clothes during the preparation of your Strawman lighting you should replace those items of clothing before approaching any naked flames. In particular, always remember to replace the lid on any container of unused paraffin and store it in a safe place away from naked flames. Do not use an accelerant on the fire itself.



A SHARED MOMENT OF CELEBRATION

VE Day 80 Beacon Brazier



Beacon Brazier with Metal Shield

It can be built by local craftsmen and women, and may be used for future historic occasions in your community. It could be sited in a country park, on a hilltop overlooking the sea or a lake, in the centre of your town or village, and could become a tourist attraction for your area.



Materials Required for Beacon Construction

Wooden centre post consisting of 305mm x 305mm wooden post, 6.25 metres in length of which 2 metres goes into the ground.

Basket and fixing brackets consisting of:

- 1 x 920mm diameter steel plate.
- 1 x 4,178mm long 60mm x 5mm steel flat bar rolled into 1,330mm diameter ring.
- 1 x 3,455mm long 60mm x 5mm steel flat bar rolled into 1,100mm diameter ring.
- 1 x 2,985mm long 60mm x 5mm steel flat bar rolled into 950mm diameter ring.
- 1 x 2,922mm long 150mm x 5mm steel flat bar rolled into 930mm diameter ring.
- 12 x (approx 1,250mm long) 60mm x 5mm vertical bars (rolled to shape).
- 1 x 310mm x 310mm x 300mm high connection box welded to base of basket.
- 1 x hanging shield and support: 3.7m length of 38mm diameter solid steel rod.
- 1 x 920mm x 760mm steel plate 3mm thick 4 x connection brackets 8mm thick (see detailed drawings left).
- 2 x pins and loops.



VE Day 80 Gas-Fuelled Beacon

Bullfinch Gas Equipment

We have made many different reliable beacons over the years and details can be seen on our website. The flames are very stable in winds and the structures are also wind stable.

This beacon's burner-head is in the shape of a V, surrounded by a VE Day 80 banner. It is of lightweight construction and comes assembled and complete, with the exception of the gas cylinders, which must be purchased separately.

2 x 19kg full cylinders of propane are recommended to give a full flame for a good three quarters of an hour. If you wish for less than this then one 19kg cylinder or 2 x 13kg cylinders should be sufficient. These should be full or nearly full. The Gas Torch needed to light your beacon safely requires a 400g cylinder of propane with CGA600 fitting - Bullfinch No 1644 or Rothenberger or equivalent.

The VE Day 80 Gas-Fuelled Beacon Package contains:

- Burner unit with VE Day 80 insignia
- 2m high stand
- Ground anchor and rope for fixing the stand to the ground
- 10m hose with the regulator for connecting to the gas
- Gas torch for lighting
- Spanner
- Leak detecting fluid
- Hose assembly and Y manifold to link 2 cylinders
- Lighting and safety instructions

The above items are packed into 2 strong cartons. The tripod describes a circle area of about 1.32m diameter and the beacon has an extended height of about 2.15m.

The beacon must be supervised by two competent people at all times when lit and a fire extinguisher must always be available.

Ordering

The price of a gas-fuelled VE Day 80 Beacon is £549 plus VAT, including carriage to your door within the UK mainland

(Highlands and Islands excluded). There will be an extra charge for other areas.

You can alternatively purchase a Burner only at £349 plus VAT to fit the stands of previous Bullfinch Beacons.

To order your beacon please contact:

Tel: **0121 765 2000**

Email: sales@bullfinch-gas.co.uk

More information on the web: www.bullfinch-gas.co.uk

Bullfinch Gas Equipment, Kings Road, Tyseley, Birmingham, B11 2AJ.

Payment by cheque, BACS transfer, or Credit/Debit Card.

Please order by 31st March 2025 to guarantee delivery by 26th April. However please enquire after this date for availability.



VE Day 80 Gas-Fuelled Beacon

21CC Group Ltd

The beacon will come ready for easy assembly, designed with a commemorative top and a special anniversary plaque underside. The beacon will burn for approximately one hour using a 13kg standard propane gas cylinder, these are available from most gas stockists and petrol stations around the UK. The gas assembly is easily connected to the burner by a quick release fitting. The beacon is inherently stable; however, we recommend the use of anchors on soft ground or sandbags on hard ground for additional stability. Full set-up instructions are included within the pack and we recommend a trial set-up and lighting before the actual event to familiarise yourself with the set-up and operation. We have included two long-reach lighting sticks so that you can practice lighting the beacon in advance. We would also recommend that a fire extinguisher is available when lighting the beacon and whilst it is burning and that two people are always present.

The VE Day Beacon package contains:

- Assembly, lighting, and safety instructions
- 2m high stand and burner
- 10m hose with the regulator for connecting to the gas
- Two long reach lighting sticks
- Spanner
- Hose
- No additional connections required – all you need is in the box

Beacon Price:

The price of our beacon is **£549 + vat**, including carriage within the UK mainland. An additional charge may be applied for other areas.

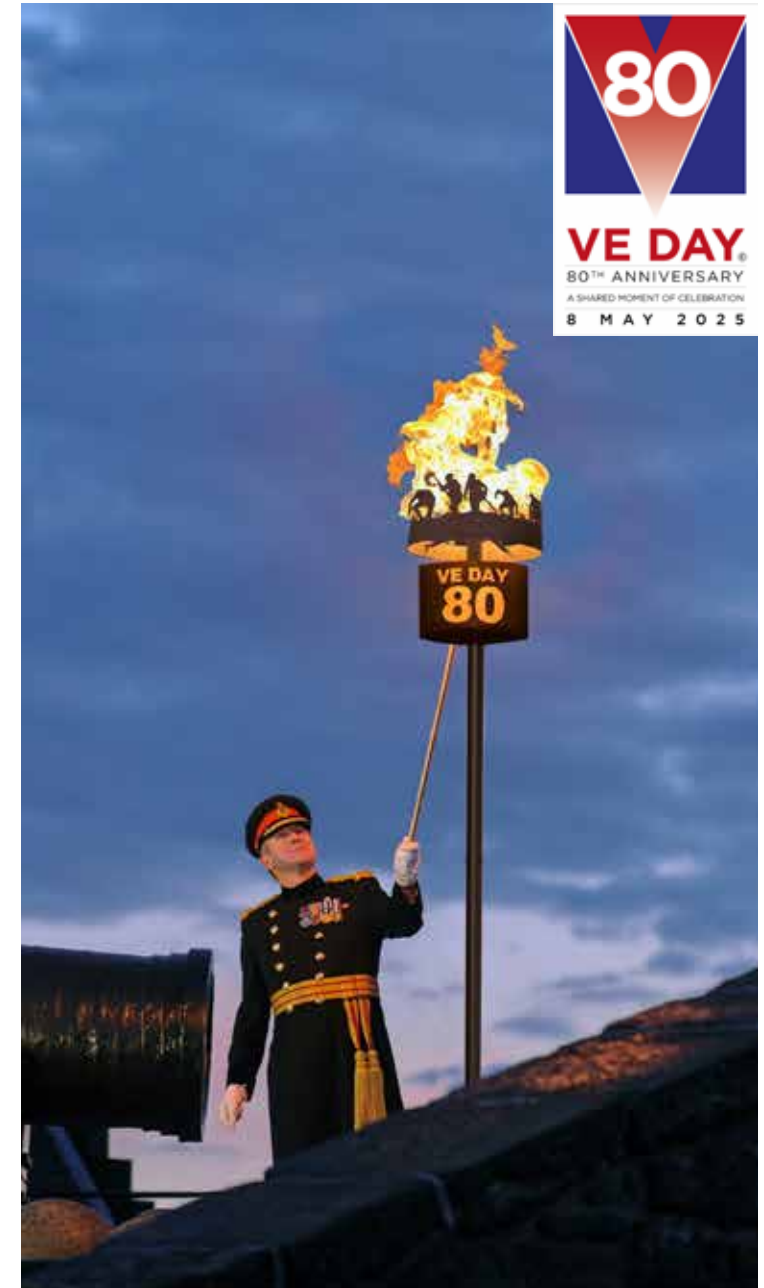
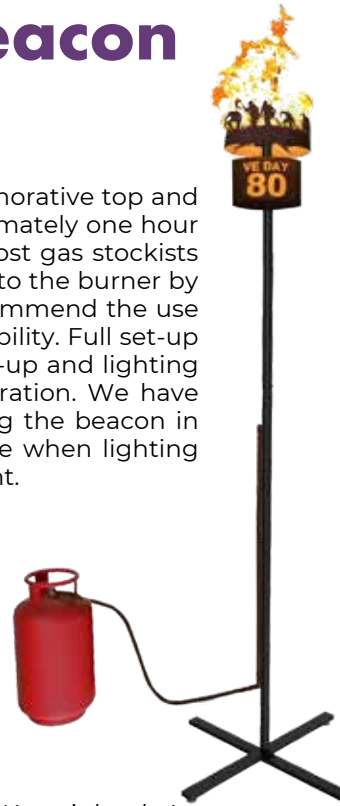
Replacement Plaques:

The price for two VE Day 80 plaques is **£290 + vat**, including carriage within the UK mainland. An additional amount may be applied for other areas. Please note that the VE Day replacement plaques are only compatible with 21CC Beacons.

Ordering & Payment:

To order your VE Day 80 beacon, please contact 21CC Group Ltd by phone; 0131 331 4509 or email our beacon team on beacons@21ccgroup.com. Additional information can be found on our website at www.21ccgroup.com/vedaybeacons.

Payment can be made in all the usual ways including BACS, cheque and credit/debit card. Orders received before the 8th of April 2025 will be delivered by 25th of April 2025. All orders received after 8th of April 2025 will be accepted on a case-by-case basis depending on stock levels available.



A SHARED MOMENT OF CELEBRATION



VE Day 80 Lamp Light of Peace

Representing the 'light of peace' that emerged from the darkness of War



There will be many areas of our local communities such as care homes, hospitals, pubs, clubs, restaurants and even families themselves etc, that would like to participate on 8th May 2025, but do not have the land or facilities available to light a Beacon. We have therefore, developed the Lamp Light of Peace, enabling them to take part in a very simple, meaningful, and cost effective way of paying

'tribute' to those that sacrificed so much during the years of WWII.

The light from the flame will represent the 'light of peace' that emerged from the darkness of war, with the lamp providing a very simple and safe way of taking part in this important 80th anniversary occasion, and once used, can be lit again at 11am on every Remembrance Sunday thereafter, in 'tribute' to the many millions that sacrificed their lives during WWI and WWII.

Those participating could consider running a raffle or a competition of some kind, with the winner having the honour of lighting the Lamp at 9.30pm on 8th May 2025, coinciding with the lighting of the Beacons throughout the United Kingdom, Channel Islands and the Isle of Man that evening.

Those participating with a Lamp Light of Peace, please provide the following, enabling us to register your involvement as well as sending you your Certificate of Grateful Recognition for taking part.

Name of Country,
Name of County,
Name of
Organisation,
Name of Contact,
Email address.

IMPORTANT

Once lit, the Lamp should **NOT** be left unattended at any time and should be extinguished at the end of the evening, and do **NOT** at any time attempt to re-fuel it while the Lamp is alight.

The cost of the lamp is £55.00 including posting and packaging within the United Kingdom, Channel Islands and the Isle of Man. The final date for ordering a lamp is 14th April 2025. Purchase is for pre-order only, items will be delivered prior to the event.

To order and pre-pay for your Lamp Light of Peace, please go to:

www.lamplightofpeace.co.uk and click on the photograph of the Lamp Light of Peace.

If you have any questions please contact Bruno Peek CVO OBE OPR, Pageantmaster at brunopeek@mac.com

Manufacturer recommends: Do not use petrol or spirit. Do not use scented or coloured oils. Use exclusively pure paraffin oil or lamp oil. Outdoor use only. 20 hours light with one tank.



The colour red has been chosen for the lamp as it represents the ultimate sacrifice made by so many millions during WWI and WWII, fighting for the freedom we all enjoy today. It can be lit at 11am on Remembrance Sunday for many years thereafter.





The Royal Observer Corps Association is proud to be taking part in the Lamp Light of Peace VE 80th Anniversary

www.rocatwentytwelve.org – www.roc-heritage.co.uk



The badge of the Royal Observer Corps depicts a beacon lighter of Elizabethan times. The beacon lighters, recruited from the local population, were organised, and paid for by the County Sheriff to care for and light the warning beacons

On behalf of the Royal Observer Corps Association, I encourage all Groups to get involved with your local communities and friends in marking the 'Victory in Europe' 80th Anniversary. This is an important milestone in our history – highlight it by 'Lighting a Lamp of Peace'.

John Sharpe

John Sharpe, MBE – National Chairman



Brief history during WWII:

- ❖ The Observer Corps had its roots in World War 1 when the Admiralty arranged for the police to report aircraft heard or seen within sixty miles of London.
- ❖ In August and September 1924, Major General E B Ashmore organised the first observation experiments.
- ❖ The Munich crisis came during the expansion and on 26 September 1938, the Observer Corps was called out for the first time as a fully fledged organisation.
- ❖ When the Dunkirk evacuation came at the end of May 1940 the Corps found itself in the front line overnight. The Battle of Britain had commenced. We became the 'eyes and ears' of the RAF.
- ❖ In April 1941, the prefix 'Royal' was granted by HM King George VI in recognition of the Corps' services during the fateful period from July to October 1940.
- ❖ D-Day on 6th June 1944, saw Observers serving on board ships as the 'Seaborne Wing'.



VE Day 80 Flag

J. W. Plant & Co Ltd are proud to be nominated as the official flag supplier for VE Day 80.

Previously, we have been involved in national flag-flying days such as Fly a Flag for the Commonwealth, Merchant Navy Day, NHS Social Care and Frontline Workers Day.

JW Plant is a family run business and we have been manufacturing flags in the UK for four generations.

Based in Leeds, our factory continues to manufacture a wide range of traditional hand sewn, screen printed and digitally printed flags.

We have a passion for flags: their ability to unite communities, to provide a focus whereby we can give thanks, celebrate and be proud.

It is perhaps fitting that having supplied flags to the armed forces during World War II, we are here to join the nation in the 80th Anniversary of VE Day.



Union and White Ensign
JW Plant 1940 and 1939



First flag off the production line



ORDERING

Items can purchased online - click web address below

<https://the-flag-company.co.uk/veday80/>

Items will be made to order, once payment is received.

Please allow a minimum of 10 working days for the manufacturing process and place all orders in good time for the event.

Delivery will be made by Royal Mail 48 track and sign and can take up to 3 working days. Please ensure full and complete delivery address is provided, including a contact name, telephone, and email address.

Please ensure orders are made before

Friday 11th April 2025

Should you have any order queries please contact us as follows:

Address:

JW Plant & Co Ltd, 39 Ashley Road, Leeds, LS9 7AJ

Tel: 0113 248 0454

Email: pauline@jwplant.co.uk



The Flag



The flags are digitally printed in 8 colour RainbowTec™ High Energy disperse dyes, creating vibrant, durable colours. They are reduction cleared at 50° centigrade making them fully washable at 40° centigrade.

Single thickness flags, design shows correct on the front and in the mirror image on the reverse.

Hemmed all round with 2 rows stitching, 3 rows of stitching will be used on the fly edge of the 90" flag.

Headed down the left hand side. Finished with either, hems only, white D rings, rope and toggle.

PRODUCT - SIZE, FINISHING, PRICES

Imperial - Inches		USE	Finishing	Unit Price
Width	Depth			
18"	10.8"	To be displayed on a wall, window, or other clear flat surface. Attach clips to hemmed flag, use suction cups to secure on the flat display surface	Two suction cups and Clips	£12.08
36"	21.6"	Best suited to freestanding flagpoles around 3-4m (10-13ft), wall mounted and roof mounted flagpoles of at least 1-3m in length, at a approximately 1st storey level	D rings top and bottom	£17.17
60"	36"	Best suited to freestanding flagpoles around 5-6m (15-20ft), wall mounted and roof mounted flagpoles of at least 2-3m in length, at a height of at least 4-6m (20-25ft)	D rings top and bottom	£37.33
90"	54"	Best suited to freestanding flagpoles 8m (25ft) and above, wall mounted and roof mounted flagpoles of at least 3m in length, at a height of at least 10m (30ft.)	Rope and toggle	£64.26
144"	72"	Best suited to freestanding flagpoles 12m (40ft) and above, roof mounted flagpoles of at least 6m in length, base approximately 12m (30ft.) from the ground.	Rope and toggle	£113.50



VE DAY 80

OFFICIAL LAPEL BADGE

A SHARED MOMENT OF CELEBRATION



AVAILABLE AT



EMPIRE
MEDALS

empiremedals.com

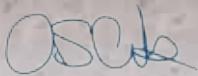
National Federation of Fish Friers

For over 160 years fish and chips have been a firm favourite of the British public providing nourishment for the nation. This was never more important than during the war years where the ingredients were left unrationed to help feed those involved in the war effort and keep the country and our factories working.

The National Federation of Fish Friers is proud to be involved in the celebrations of the 80th Anniversary of VE Day, and we would encourage all fish and chip shops to get involved to show their appreciation for what those brave souls did to protect our freedom and our thanks for the continued protection provided by our armed forces.

Our fantastic dish, fish and chips, played an important role throughout the war, feeding the nation and keeping the war effort strong but there was also a huge effort by the farmers and fishermen who kept our industry supplied. After what has been a challenging couple of years for the industry we should always remember the challenges the industry has faced in the past and the resilience it has shown over the years.

Just as we did 80 years ago I hope we all come together for this event and celebrate what was a huge milestone in the history of the world and the part fish and chips played to help.



Andrew Crook

President of the National Federation of Fish Friers



During WW2 Winston Churchill coined the term 'Good Companions' for the traditional British dish of fish and chips.



Pipers and the Four Peaks

Ben Nevis, Mount Snowdon, Scafell Pike and Slieve Donard

Four Pipers will be playing *Celebratum* from the top of the Four Peaks at 12noon on 8th May which has been especially written for this historic occasion by by Stuart Liddell MBE, and they will be followed by members of Walking With The Wounded who will be lighting Beacons at the top of the Peaks at 9.30pm in *tribute* to the fallen of WWII, as their contribution to VE Day 80. Piper Stuart Liddell MBE will be playing this tune at Inveraray Castle Balmoral, and Piper Lady Jane Macrae will also be undertaking it at 12noon at Balmoral Castle that afternoon.



 **Ben Nevis - 1,344m**
Scotland



Kevin Johnson
Inverurie Pipe Band



 **Mount Snowdon - 1,085m**
Wales



Denise Ramsbottom
RAF Waddington Pipes and Drums



 **Scafell Pike - 977m**
England



Angus McKay
Norwich Caledonian Band



 **Slieve Donard - 850m**
Northern Ireland



Inis Greig
Banchory Pipe Band

© Ivor Anderson.





Above and background: The Tower of London built by William the Conqueror in the early 1080s. Through the centuries, successive monarchs have added to the fortifications.

If you are inviting personal guests to your home it is worth checking with your household insurer that you are covered in the unfortunate circumstances that there should be an accident. If your event includes inviting the public, or it is a third party venue then, where applicable, the following advice should be heeded, to ensure you have a safe and enjoyable event for everyone involved.

Licensing

Generally, all public entertainment has to be licensed by the local authority. The law on this aims to ensure the safety of the public and performers. Local authorities treat each event individually, and what one will allow another will not. Do not be put off by the length of some of the forms - the licensing officer is there to help you.

The licensing officer's job is to advise the local authority's licensing committee on the granting of public entertainment licenses. For small scale events he or she, in effect, makes the decision. Only if your event is contentious will the licensing committee decide to consider the application in detail. Talk to the licensing officer as soon as possible. In Northern Ireland, if you plan to sell alcohol at an event, you will need to apply for an occasional liquor license from the Northern Ireland Court Service.

Insurance

Unfortunately, accidents can happen at even the best organised events. Therefore, you will need to consider and obtain insurance cover for your event, whether you are holding an event on your own premises or someone else's. beacon/bonfire events require specialist public liability cover. If you hire a park or venue or use land owned by a third party for your activity, they are likely to require you to have your own suitable insurance to cover your liability for any injury to the public or damage to other people's land or property.

Legal Essentials and Safety

(This is your responsibility)

If hiring equipment for the event, you may need to insure these items; you may also need to consider cover for loss of any financial outlay you incur if the event has to be cancelled for reasons beyond your control, or loss of money, particularly if you are holding a fund-raising event. Therefore, to help you obtain the appropriate insurance, and risk management advice, we are working closely with Unity Insurance Services, which is a specialist insurance broker in the voluntary and non-profit sector.

They have developed a range of bespoke insurance covers specifically for the Beacon/Bonfire events. Unity is owned by a charity and donates all its profits back to charity, so to obtain a quote or for more details or advice on the insurance



cover you may need, please visit Unity's website or telephone them on 0345 040 7702.

Alternatively, the licensing officer may be able to direct you to a suitable specialist company or broker, but you should not try to source this kind of insurance from a non-specialist.



Emergency Services

Tell your local Fire and Rescue Service and Police Force well in advance about the type of event you are planning, and get in touch with your local community police officer. Ensure that access for emergency services is maintained for your event. Write to the local fire brigade and ambulance service, particularly if you are planning to have a beacon/bonfire, fireworks, or an event that will attract a large crowd. St John's Ambulance and the British Red Cross will provide first aid and sometimes a vehicle. In some areas they are simply happy to receive a donation. In others, expect a fee to be charged.



Food and Drink

Basic food hygiene guidelines should be followed at all times if you are providing food and drink. Caterers must have food hygiene certificates. Advice on this subject can be obtained from your local council environmental officer.



Alcohol

If you want to sell alcohol you will need to secure a licence. From February 2005, licenses are granted by the local authority rather than the Magistrates Court. You should therefore contact your local authority licensing section and seek information from them on how to apply. During 2005 all existing licenses have to be renewed and this will inevitably lead to long lead-in-times. Please apply as early as possible.



Site Clearance

The local authority will arrange for clearance and disposal of litter after your event if it is on public ground (check for possible charges). You can help this process by arranging litter bins or recycling bins around the site, and a crew to clear up throughout the event.



Hiring or Borrowing Equipment

Your local authorities, or local event organisers may be able to help you with contacts for supplies such as marquees, portable toilets, barriers and bunting, or may in some cases have these for you to hire and borrow. You may also need to consider generators, a public address system, and emergency flood lighting. If you need to arrange insurance for your hired equipment, Unity Insurance Services can arrange this for you too.



All Ability Access

Access for people with a disability is very important. Many local authorities run community transport schemes. Talk to them about arranging transport. On greenfield sites, access may be improved by cutting the grass before the event.



Legal Essentials and Safety

This aspect of your event is your total responsibility, so please ensure you have undertaken all the necessary risk assessments and respective insurance etc, to reflect this.



Acknowledgements

Our grateful thanks to



SINCE 1907

**CARAVAN AND
MOTORHOME CLUB®**

The Caravan and Motorhome Club is proud to support the commemoration of the 80th Anniversary of VE Day on 8th May 2025



A SHARED MOMENT OF CELEBRATION



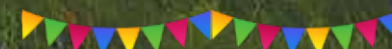


VE Day 80 - 8th May 2025
A Shared Moment of Celebration



Bruno Peek

For further information contact
Bruno Peek CVO OBE OPR
Pageantmaster
VE Day 80 Beacons
Tel: + 44 (0) 7737 262 913
Email: brunopeek@mac.com



Back cover photograph - Inveraray Castle, Scotland
Guide to Taking Part designed by Nick Marshall





PRESS RELEASE

For immediate release

VE DAY 80: HOW THE NATION WILL REMEMBER FALLEN HEROES AND CELEBRATE THE PEACE AFTER SIX YEARS OF WAR

On Thursday 8th May 2025 the nation will come together to remember the millions that paid the ultimate sacrifice fighting and securing the freedom we all enjoy today.

From early morning when the sun rises to evening as night descends, church bells will ring out, special flags will be flown, town criers will proclaim the victory, the haunting sound of bagpipes will fill the air and, in a final gesture of homage, beacons and Lamp Lights of Peace will be lit to signify the light that emerged from the darkness of war.

TOWN CRIER/PIPER/OTHER of (PLACE) will be joining thousands of others wanting to remember and pay tribute to the brave men and women who took part in WWII, not only from our country, but other countries that fought side by side with us during the dreadful dark days of war.

(NAME), who (SIGNIFICANCE i.e., town crier/bell ringer/ piper etc) says to be able to play even a small part in paying tribute is humbling and a great honour. He/she says: (QUOTE TO GO HERE TO INCLUDE REASON FOR WANTING TO BE INVOLVED)

Bruno Peek CVO OBE OPR Pageantmaster of VE DAY 80 said; “In order to celebrate the eighty years of peace and freedom given to us by the bravery and ultimate sacrifice of so many during WWII as a whole, hundreds of Town Criers will undertake the VE Day Proclamation at 8am, Flags will be raised, Church Bells will be rung, and over one thousand Beacons and several hundred Lamp Lights of Peace will be lit at 9.30pm across the United Kingdom, Channel Islands, the Isle of Man and UK Overseas Territories on May 8, 2025, with the flames from the Beacons and Lamps representing the ‘light of peace’ that emerged from the darkness of war, and once lit for this occasion, the Lamps can be re-lit again at 11am on Remembrance Sunday for many years to come in tribute to the many millions that sacrificed their lives during WWII.”

Notes to Editors: More detailed plans for VE Day 80 - May 8, 2025 - can be found on the website - www.VEday80.org.uk

VE DAY 80 PROCLAMATION

8am May 8, 2025

Jane Smith, Principal International Town Crier said - "The Guild and its members are enormously honoured to have been asked by Bruno Peek, Pageantmaster of VE Day 80 to support the VE Day 80 Commemoration by undertaking the Proclamation at 8am on May 8, 2025, recognising a hugely significant anniversary event in the calendar, alongside the Guilds from North America, Australasia and Europe who will also be undertaking the reading of the VE Day 80 Proclamation throughout their countries too."



Bruno Peek

Bruno Peek CVO OBE OPR
Pageantmaster
VE Day 80
8th May 2025
Telephone: + 44 (0) 7737 262 913
Email: brunopeek@mac.com
www.VEday80.org.uk



Light a Lamp Light of Peace for the animals that served



Millions of animals were taken from family homes and farms to aid allied forces during WWII, so it is only fitting that those of us with much loved pets, should be encouraged to light a Lamp Light of Peace at 9.30pm on 8th May 2025, to 'shine a light' on the animals who also served, and once lit for this occasion, they can be

re-lit at 11am on 11th November in 'remembrance' for many years to come. (See page 12 of the Guide).

Horses, mules, and donkeys played a major role transporting troops, equipment, and valuable supplies in areas impenetrable by trucks. These animals worked on the front lines, with donkeys and mules undertaking vital jobs on the home front too, in industry and on farms working the land. In 1942, the British alone employed 6,500 horses.



Dogs played vital roles and carried out important duties, serving as watch dogs, guarding supplies, delivering messages and medical supplies, sniffing out land mines and alerting soldiers to the approach of enemy troops.

Judy, (far right) an English pointer, was a mascot of the Royal Navy. When her ship was torpedoed, Judy and the crew were captured by the Japanese and held as prisoners of war. She was adopted by



Leading Aircraftsman Frank Williams, who shared his meagre rations throughout their imprisonment, while she, in return, often left camp to bring back what food she could find for the starving men. The pair were liberated in 1945 and Judy was awarded the Dickin Medal - the animal equivalent of the Victoria Cross - for "magnificent courage and endurance."

Both sides used pigeons during World War II, particularly when traditional methods of communication were considered impractical or risky. The British military alone used over 200,000 homing pigeons, supplied by the National Pigeon Service. RAF bombers carried pigeons in special cases when traveling deep over enemy territory, so that they could get a message back to a rescue team if they were shot down and their radios damaged.

Gustav (pictured above) was one of the RAF's messenger pigeons and on June 4, 1944, carried back the first news from the D-Day landings in Normandy that the troops had landed, by flying more than 150 miles in just over five hours from the northern coast of France to his loft near Portsmouth. He too was awarded the Dickin Medal.

Dogs, cats, and even exotic animals boosted morale during the darkest days of the war. Cats would also hunt for vermin,



and soldiers in India and Burma quickly discovered that adopting a mongoose meant having not only a pet, but also a friend who would fight off poisonous snakes and alert them to the presence of enemies. Soldiers stationed in the western desert adopted an endearing creature called a jerboa, and these gregarious little pets were nicknamed 'Desert Rats' which is how the 7th Armoured Division got its nickname.

03 September 2024

Sent via email: david.jackson@causewaycoastandglens.gov.uk

Re: Local Government Model Complaints Handling Procedure (MCHP) Compliance

Dear Mr Jackson,

I hope this finds you well. As you are aware, NIPSO's Complaints Standards team recently conducted a Model Complaints Handling Procedure (MCHP) procedural compliance check on your organisation's complaints handling procedure (Parts 1-3). I am pleased to inform you that your current complaints procedure is MCHP compliant in accordance with the Public Services Ombudsman Act (NI) 2016.

I would highlight that under section 38(3) any amendments or modifications to your current complaints handling procedure should not be made without the prior consent of NIPSO.

The above legislation also requires NIPSO to "*monitor practice and identify any trends in practice as respects the way in which listed authorities handle complaints*". NIPSO's Complaints Standards team will continue to monitor your organisation's practical MCHP implementation and compliance through the investigation of any complaints received by NIPSO; the complaints information available in published reports; and by any other relevant means.

NIPSO's Complaints Standards team is committed to supporting local government to continue to comply with the MCHP through the currently established Best Practice Network. The Network has proved to be a successful platform for local government representatives to discuss best practice in complaints handling and promotes the development of a culture that welcomes and values complaints to ensure continuous improvement and learning across local government.

I thank you in anticipation of your continued cooperation.

Yours sincerely



Sinead Sargent
Director of Investigations

David Jackson
Chief Executive
Causeway Coast and Glens Borough Council
Cloonavin
66 Portstewart Road
Coleraine
BT52 1EY

12th September 2024

Dear David

Re: NILGA Leadership Programme for Elected Member Development

As you know, NILGA coordinates an all-council Regional Programme of Elected Member Development annually, complementing your Council's local training, designed to provide elected members with a co-ordinated toolkit of learning, suited to today's responsibilities and challenges, and in line with the NILGA Political Skills Framework.

This builds on the NILGA-delivered/nationally-accredited Councillor Development Charter and Charter Plus initiatives. The Regional Programme has been co-designed by councils' elected member development groups and councils' member services and human resource officials, working through the NILGA Elected Member Development Network.

A key part of this Regional Programme is the ***CPD-accredited Leadership Programme for Elected Members***, offered by NILGA in conjunction with Governance International. The eight 3-hour modules in this Programme aim to develop the practical skills necessary for a strategic understanding of the context within which councillors work (people, place and systems) and the capabilities they need, using relevant models and concepts to help them improve their strategic leadership approach in a local political environment. This will be the fifth running of this highly commended Leadership Programme and will commence in January 2025, with monthly modules.

NILGA and Governance International would very much welcome an opportunity to come along to one of your Council Meetings in advance of January 2025, to promote the Leadership Programme to your elected members.

Thanking you in anticipation of your continued positive approach and engagement with the NILGA Regional Programme for Councillor Development 2024-25. Please feel free to contact my colleague Fiona Douglas (f.douglas@nilga.org) or myself if you or a senior colleague wish to discuss further.

Yours sincerely,



Alison Allen
Chief Executive

CC. Pauline Donaghy
Sinéad Duggan