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| Leaving Legacy for Her Majesty's Lord-Lieutenant for the County of Antrim, Mrs Joan Christie, CVO, OBE | 17 April 2018 |
| Corporate Policy and Resources Committee FOR DECISION | |

| Linkage to Council Strategy (2015-19) | |
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| Strategic Theme | Leader and Champion |
| Outcome | Provide Civic leadership |
| Lead Officer | Director of Corporate Services |
| Cost: (If applicable) | |

1.0 Purpose of the Report

- 1.1 The purpose of this report is to provide an overview of arrangements made to mark the legacy of Mrs Joan Christie CVO, OBE as she stands down as Her Majesty's Lord-Lieutenant for the County of Antrim in 2019.

This report has been prepared by the Chief Executive of Mid and East Antrim Borough Council in order to update each of the partner Councils on progress.

2.0 Background

- 2.1 In June 2017, Councils within County Antrim were approached and agreed to make plans to mark the retirement of Mrs Joan Christie as Lord-Lieutenant in 2019.

The following Councils all agreed to participate in the leaving legacy arrangements:

- Antrim and Newtownabbey Borough Council
- Causeway Coast and Glens Borough Council
- Lisburn and Castlereagh City Council
- Mid and East Antrim Borough Council

- 2.2 A Steering Group was established, chaired by the then High Sherriff Mrs Miranda Gordon DL (nee Tisdale), containing a number of Deputy Lieutenants and Officers from the above Councils.

3.0 Key Issues/Points

3.1 Gala Dinner

The Steering Group discussed a number of ideas to mark the occasion. The main event is a gala black-tie dinner event to be held on Friday 22 March 2019, in Tullyglass House Hotel, Ballymena.

The gala dinner will be a formal event where Mayors from each of the County Antrim councils would have the opportunity to participate. It will also be an opportunity for people and organisations across the County to mark the contribution of Mrs Christie as Lord-Lieutenant.

It was previously agreed that each Council would make a financial contribution to the event of £3,500. This would include the cost of two tables of 10 people, plus costs for invited guests and entertainment. It is recommended that each Council agree their allocation of 20 names and provide them to the Steering Group.

All remaining tickets for the dinner and entertainment will cost £50 per guest, or £500 for a table of ten.

Correspondence from the Steering Group will shortly be distributed to a range of organisations across the County, to inform them of the event and seek an indication of intention to purchase tickets.

3.2 Administration and Governance

In terms of Procurement and Governance, the administration for the purchase of tickets would be coordinated by Mid and East Antrim Borough Council.

Officers from all the County Antrim Councils are playing an active role in arranging and facilitating arrangements for the event.

4.0 Implications for Council

4.1 Each Council previously agreed a contribution of £3,500, which would include two tables of ten guests, and cover some of the entertainment costs. The remainder of the costs will be met from ticket sales.

5.0 Recommendation

It is recommended that Council:

- (i) Note the progress being made to arrange the leaving legacy for HM Lord Lieutenant.
- (ii) Agree the allocation of 20 places at the gala dinner.