Development Committee

Tuesday, 22nd October, 2013

MEETING OF DEVELOPMENT COMMITTEE

Members present: Councillor Hargey (Chairman);
the Deputy Lord Mayor (Alderman Stalford);
the High Sheriff (Councillor Kingston);
Alderman Ekin; Councillors Austin,
Beattie, Convery, Garrett, Hussey, Keenan,
Kelly, Kyle, Mac Giolla Mhín, Ó Donnghaile,
Reynolds, Spence and Verner.

In attendance: Mr. J. McGrillen, Director of Development;
Ms. S. McCay, Head of Economic Initiatives
  and International Development;
Ms. C. Taggart, Community Services Manager; and
Mr. B. Flynn, Democratic Services Officer.

Minutes

The minutes of the meetings of 17th and 23rd September were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st October.

Apologies

Apologies were reported from Alderman Stoker and Councillor Webb.

Declarations of Interest

No declarations of interest were reported.

New Members

The Chairman welcomed Councillors Beattie and Verner to their first meeting of the Committee and congratulated Councillor Spence on his appointment as Deputy Chairman.

Woodvale Community Centre

The Committee agreed that Councillor Verner be appointed to the Committee of the Woodvale Community Centre.

Destination Belfast - Project Update

The Committee considered the undernoted report:

"1   Background Information

Members will be aware that the Destination Belfast project is an EU funded initiative to improve the quantity and quality of the local tourism offer across the city. The project has three elements, viz., Tourism Development Programme; Tourism Champions and WorldHost.

1.2 The first element of Destination Belfast is the Tourism Development Programme designed to increase sales, growth and innovation of established tourism businesses across the city. 14 businesses have completed the first wave of the programme; a further 15 businesses have been recruited and will commence the programme in October 2013 and applications for participation in wave 3 will open in December 2013. By the end of March 2014, 44 tourism businesses will have been provided with assistance through this element of the programme.

1.3 The Tourism Champion element of Destination Belfast was designed to create local tourism ambassadors to enhance and promote the tourism offer in their locality. 20 Champions were engaged on the programme through an open application process. The programme content included industry workshops, product development mentoring, an ILM level 5 accreditation and a bursary of up to £1000 for product development. 16 champions have completed the workshops and mentoring, five have completed ILM Level accreditation and three have drawn down the product development bursary.

1.4 The final element of Destination Belfast is the rollout of WorldHost. This is an internationally recognised customer service standard. Through this element of the programme, we are encouraging businesses to become 'WorldHost Recognised Businesses'. We also want the ten tourism destinations to become WorldHost Recognised and we want Belfast as a city to become the first WorldHost Destination in Northern Ireland.

2 <u>Key Issues</u>

2.1 *WorldHost*

We have recently completed an audit to identify the level of uptake by local businesses and to subsequently point to the scale of the challenge if we are to achieve WorldHost destination status for the city.

2.2 Progress to date includes:

- 2989 individuals trained
- 112 businesses trained or in training

- 29 companies have gained recognition as WorldHost businesses (i.e. 50% of their frontline staff have been trained).

2.3 If Belfast is to achieve WorldHost Destination Status, 450 businesses from the sectors of Tourism, Hospitality, Leisure, Passenger Transport & Travel, Support Services and retail must have achieved "Recognised Business" status. We have set a target of achieving that figure by April 2014.

2.4 It is our intention that we will take a targeted approach to achieving this 450 figure. This will mean ensuring that all ten tourism destinations (namely City Centre, North Belfast Cultural Corridor, Cathedral Quarter, Gaeltacht Quarter, Shankill Quarter, Lisburn Road, Queen's Quarter, Belfast Hills, Connswater – East Belfast, Titanic Quarter) are actively engaged. In practical terms, it means that 25% of businesses in the relevant sectors in these locations must undertake the training and that the 25% target must be achieved across each of the sectors (i.e. all recognised businesses cannot be in one or two specific sectors).

2.5 The Department for Employment and Learning (DEL) is currently subsidising the cost of the training to the business. The cost to the businesses with subsidy is £20 per employee; without the subsidy, the cost is £190. DEL funding for WorldHost is to end in March 2014 and to date there is no confirmation of an extension. Therefore recruitment and training needs to be maximised by the end of March 2014 in order to avail of the significant opportunity. This is in line with our timeline for the city status designation.

2.6 In order to build momentum among the sector and to generate support for the rollout of World Host and the other programme elements, it is planned that an event will take place in the City Hall in the coming months. Members of the Development Committee will be invited to attend.

2.7 *Champions' Programme*

The aim of this strand of the programme is to ensure that the Champions are ambassadors for our tourism development activities and that they act as conduits for improving the tourism offering in their area.

2.8 In order to improve their knowledge of tourism issues and of our wider policy in this field, we developed a bespoke training programme that has been accredited to ILM level 4 (through Belfast Metropolitan College). While the training programme has now finished, there are a number of champions who have

yet to submit their written assignments. Unless this happens, they cannot achieve the accreditation.

The champions can avail of a product development bursary of a value of up to £1,000 and this allows them to test a new product idea. While not all champions have yet availed of this support, new products currently being developed include:

- CQ Card (Cathedral Quarter Loyalty Card)
- CS Lewis presentation and new content for tours.

2.9 *Tourism Development Programme*

In August 2013, an evaluation of the first wave of the programme was undertaken. It reported on a programme wide basis (14 participants) an estimated increase in sales of 22%, 64 full time jobs and 3 part time jobs were retained, 1 full time job had been created while 6 full time jobs, 2 part time jobs and 10 to12 temporary posts (for events) were in planning.

The businesses which participated in the programme were:

- Aunt Sandra's Candy Factory,
- Belfast Bus Company
- Belfast Compass Tours
- Castle Catering
- Clifton House
- Crumlin Road Gaol
- Greenmount B&B
- Knock Travel
- Lagan Boat Company
- McComb's Executive Travel & Tours
- NI Taxi Tours
- Ravenhill Guest House
- SS Nomadic
- Tara Lodge.

3 Resource Implications

3.1 Financial

There are no resource implications at this stage. Destination Belfast is 50% match funded by ERDF.

4 Recommendations

4.1 Members are asked to:

- Note the work undertaken to date on the programme
- Note the ambitious targets – particularly around World Host – and the associated plans to meet these targets.

- **Note the plan to hold an event in the City Hall to build support for the three elements of the programme."**

The Committee noted the information which had been provided.

Best Practice Visits - Gilpin's and Market Tunnels

The Committee agreed that a report in respect of a number of proposed best practice visits be referred for consideration to the South Belfast Area Based Working Group.

Response to Draft Living Places

The Committee considered the undernoted report and endorsed the associated response to the Department of the Environment's 'Draft Living Places - An Urban Stewardship and Design Guide for Northern Ireland', a copy of the report and the response are set out hereunder:

"**1   Relevant Background Information**

1.1   The Department of the Environment (DOE) published Draft Living Places - An Urban Stewardship and Design Guide for Northern Ireland in August 2013 for public consultation. The Department has requested comments on the guide before the closing date on the 31st October.

1.2   The Urban Stewardship and Design Guide identifies ten key principles behind good place making:

- **Visionary**
- **Collaborative**
- **Contextual**
- **Responsible**
- **Accessible**
- **Hospitable**
- **Vibrant & Diverse**
- **Crafted**
- **Viable**
- **Enduring**

1.3   The document seeks to inform and inspire all those involved in the process of managing (stewardship) and making (design) urban places, with a view to raising standards across Northern Ireland. The focus of the guide is urban areas, including cities, towns, villages and neighbourhoods.

1.4   The document will be a Material Consideration in the determination of planning applications and planning appeals for development affecting all urban places.

2   **Key Issues**

2.1   A proposed draft response is attached for consideration by committee as a suggested submission to the Department and a summary of the issues is outlined below:

2.2   While the Urban Stewardship and Design Guide for Northern Ireland is welcomed, the Council would argue that there is limited guidance within the document. The concepts generally seem sound and are a good starting point however, the key issue is how the guide will be implemented as the purpose and standing of the document is unclear.

2.3   The DOE is currently preparing a single Strategic Planning Policy Statement (SPPS) in order to consolidate the existing suite of Planning Policy Statements. Clarification is required in terms of the relationship between the Living Places Guide and the proposed SPPS.

2.4   The document appears to overlook a number of the key issues which contribute to good urban spaces in many cities including parks (such as Botanic Gardens) and the availability of green urban space, sustainable transport (e.g. cycle lanes), climate change adaptation in buildings (green roofs/walls etc) and adaptation to flooding, and food markets or allotments/urban space used for growing food. It also fails to identify what makes people want to go to meet up in these spaces.

2.5   If the guide is being promoted for use by "everyone", it may be helpful to provide a little more context about what the document may mean in practice, clarify roles and responsibilities in terms of who will be responsible for applying the principles and who will 'enforce' them. From a Council perspective, it is unclear what the document will mean for the Council in practice.

2.6   It is difficult to ascertain what this will mean in practice and how the qualities will be assessed and weighted.

2.7   There appears to be a greater emphasis on planning and design principles in the guidance with little mention of the stewardship, maintenance, management, or consideration of lifecycle costs to maintain the quality of the public realm after the works have been completed. The stewardship of public spaces is always the most difficult component to deliver, to ensure continuity in the management and maintenance of the quality of the public realm, and there is little in the way of guidance on how this can be achieved. In particular, the burden for stewardship has tended to fall on Council's, and post Review of Public Administration (RPA), with the transfer

of assets and maintenance liabilities from the Department for Social Development (DSD), this burden is likely to increase.

2.8   It is suggested the Council request clarification on how the document relates to the Local Area Development Plans that Councils will be required to prepare following the RPA.

3   Resource Implications

3.1   No revenue cost associated with the request

4   Equality and Good Relations Considerations

4.1   There are no specific Equality and Good Relations Considerations attached to this report.

5   Recommendations

5.1   Members are requested to consider the content of the proposed draft response to the Urban Stewardship and Design Guide and if appropriate endorse this as the formal response to the Department of the Environment.

Appendix 1: Belfast City Council response to Draft Living Places - An Urban Stewardship and Design Guide for Northern Ireland

1.   Overview

1.1   Belfast City Council welcomes the opportunity to comment on the Draft Living Places – An Urban Stewardship and Design Guide for Northern Ireland. The Council is fully supportive of the need for an Urban Stewardship and Design Guide for Northern Ireland given the impact place plays on our lives. The Guide aims to establish the key principles behind good place making. A key priority for Belfast City Council outlined in our Corporate Plan under City Leadership is to 'Invest in our city and maximise our place shaping role.

1.2   The Draft Living Places - An Urban Stewardship and Design Guide for Northern Ireland, published by the Department for the Environment (DOE), seeks to inform and inspire all those involved in the process of managing (stewardship) and making (design) urban places, with a view to raising standards across Northern Ireland.

1.3   The document uses case studies of urban areas throughout Northern Ireland to exemplify 10 qualities which contribute to successful cities, towns and villages. These qualities are considered critical ingredients to successful places and include:

- **Visionary;**
- **Collaborative;**
- **Contextual;**
- **Responsible;**
- **Accessible;**
- **Hospitable;**
- **Vibrant and diverse;**
- **Crafted;**
- **Viable; and**
- **Enduring.**

1.4 **Planning applications that include masterplans in urban areas will be required to demonstrate how the qualities above have informed the development proposals. The document also suggests that the document will be a material consideration for development affecting all urban places.**

2. **Background**

2.1 **Belfast City Council first published its city wide Masterplan in 2004 and recently published a review of the Masterplan for public consultation. The Masterplan Review identifies a revised set of spatial and strategic objectives:**

- *The Learning City* **- Harnessing the economic power of the City's Higher and Further Education Institutions. Addressing low levels of educational attainment within deprived communities.**
- *The Accessible and Connected City* **- Enhancing accessibility and connectivity internationally, regionally and locally.**
- *The Low Carbon City* **- Clean technology, renewable energy and efficiency will drive further growth in the economy and reduce costs for businesses and households.**
- *The Digital City* **- City wide ultrafast broadband and integrated smart city infrastructure driving innovation and supporting growth and efficient delivery of public services.**
- *The Belfast City Region* **- Working together across administrative and geographical boundaries to deliver the city's growth potential.**
- *The Centre City* **- An accessible vibrant and dynamic centre city driving the regional economy.**
- *The Neighbourhood City* **- Neighbourhoods which engender confident, caring, cohesive and resilient communities.**

3.   **General Comments**

3.1   While the Urban Stewardship and Design Guide for Northern Ireland is welcomed, the Council would argue that there is limited guidance within the document. The document appears to focus on presenting and getting buy-in of the qualities. While the concepts generally seem sound and are a good starting point, the key issue is how the Guide will be implemented as the purpose and standing of the document is unclear. The Council would also request clarification if Living Places will become statutory guidance.

3.2   The Council is aware of the ongoing preparation of a single Strategic Planning Policy Statement (SPPS) in order to consolidate the existing suite of Planning Policy Statements. Clarification is required in terms of the relationship between the Living Places Guide and the proposed SPPS.

3.3   The document appears to overlook a number of the key issues which contribute to good urban spaces in many cities including parks (such as Botanic Gardens) and the availability of green urban space, sustainable transport (e.g. cycle lanes), climate change adaptation in buildings (green roofs/walls etc) and adaptation to flooding, and food markets or allotments/urban space used for growing food. It also fails to identify what makes people want to go to meet up in these spaces.

3.4   If the guide is being promoted for use by "everyone", it may be helpful to provide a little more context about what the document may mean in practice as well as clarifying roles and responsibilities in terms of who will be responsible for applying the principles and who will 'enforce' them. From a Council perspective, it is unclear what the document will mean for the Council in practice. The Council would also question how the document will be implemented in practice in the absence of appropriate policy/legislation.

3.5   The document states that it will be a material consideration in assessing planning applications and planning appeals for developments affecting urban places. And when submitting masterplans in an urban area, applicants will be required to demonstrate how the ten qualities outlined out in the document have shaped and informed their proposals. It is difficult to ascertain what this will mean in practice and how the qualities will be assessed and weighted. It is also unclear if the document will apply only to strategic masterplans or if it will also apply to other smaller scale developments that may impact on urban spaces such as the University of Ulster redevelopment. Greater clarity needs to be provided as potential applicants or their representatives, particularly in a

planning appeals situation, may be tempted to argue over the definition of an "urban area", particularly in a rural settlement context.

3.6   It should be noted that urban and rural settlements are very different in their scale, character and function. They will have their unique challenges which will shape the public realm. While the ten guiding principles can be broadly applied to different settlement types, the document appears to be primarily concerned with shaping the "public realm and public spaces within urban areas". It is noted that most of the case studies are about successful public realm and public space shaping in both urban and rural settlements. It is suggested that the guidance may be more appropriately renamed to "Living Places – Public Realm Stewardship and Design Guidelines for Northern Ireland" which would be inclusive of both urban and rural settlements.

3.7   The guidance is trying to combine urban planning / design and urban stewardship to promote good quality sustainable urban environments in order to create a legacy for future generations. Within the document there appears to be an assumed reliance on design rather than planning to create quality urban spaces. The Council would argue that there needs to be a sequential application of both planning and design.

3.8   That said, there appears to be a greater emphasis on planning and design principles in the guidance with little mention of stewardship, maintenance, management, or consideration of lifecycle costs to maintain the quality of the public realm after the works have been completed. The stewardship of public spaces is always the most difficult component to deliver, to ensure continuity in the management and maintenance of the quality of the public realm, and there is little in terms of guidance on how this can be achieved. In particular, the burden for stewardship has tended to fall on Councils, and post Review of Public Administration (RPA), with the transfer of assets and maintenance liabilities from the Department for Social Development (DSD), this burden is likely to increase. It will be important to ensure that life cycle cost and ease of maintenance are an important consideration during the design phase, as well as ensuring sufficient funding is available to ensure that quality can be maintained.

3.9   The document recognises that planning and regeneration functions are to be transferred to Local Councils, and the guidance which establishes broad principles will still be relevant in a period of transition. The Council would request clarification on how the document relates to the Local Area Development Plans that Councils will be required to prepare

following the RPA. The Development Plan and any physical and urban design work should complement and have regard for the Community Plan. The Community Plan will help provide leadership, active participation and collaboration and also the 'understanding of place' cited in the guide. The two processes should be seen as mutually reinforcing and mutually beneficial.

3.10 The document recognises that the reorganisation of government structures provides the opportunity to break down the administrative barriers that currently exist to collaborative working in the built environment. Civic leadership by Councils could provide greater commitment to collaboration and participation that would secure robust planning and place shaping of the public realm. The changes in planning policy will move towards a spatially oriented planning approach with Community Planning and area based regeneration initiatives. After RPA Councils will have responsibility for planning and cleansing functions, enabling them to be best placed to take a holistic approach to manage the design process and stewardship of public realm to ensure quality can be maintained.

4.0 <u>Specific Comments</u>

4.1 <u>The Urban North</u>

The Council considers a key element of the historical analysis ought to be recognition that Northern Ireland has been a place of non-nucleated settlement, and there continues to be a cultural preference for this model, which means that urban settlements function rather differently than in most of the rest of Europe. The balance between urban function in terms of residence and service provision is different, and this is particularly the case in Belfast where the population size in no way reflects its cultural and economic dominance.

4.2 <u>Challenges</u>

The draft document identifies a number of challenges that have hindered successful place making. The Council would broadly agree that the challenges identified have impinged on the ability to create high quality urban places. The Council considers that the implementation of the ten qualities could contribute to addressing these challenges.

4.3 The document acknowledges the impact of the Troubles and ongoing segregation on our society. The Council would argue that the divided nature of Northern Ireland is not adequately followed through into the other qualities. Shared space is mentioned under the "responsible" quality in terms of car use,

however in Good Relations terminology it has a completely different meaning. Furthermore, given the impact of division on Northern Ireland, perhaps shared space, particularly along interfaces, should be mentioned under "Visionary" and as a consideration under "understanding place".

4.4   Good Places

Many of the examples throughout the document relate to public funded and driven development. It is recommended that the guide should illustrate more private sector examples. In addition, the Council considers that Belfast is heavily under-represented in the case studies, many of which are minor schemes. The Streets Ahead scheme (design-led) has been selected but the benefits realisation methodology is by no means clear and there is no visible cost-benefit analysis.

4.5   The Council has been involved in the development of quality places, both within the city and across the province which demonstrate a range of the qualities, for example, Grove Wellbeing Centre, Falls Park Masterplan, development of a "Walkability" Index, development of public spaces at Woodvale and Dunville parks, and the Renewing the Routes programme.

4.6   Since 1983 the Council in partnership with Roads Service and DSD have been responsible for planting 11,500 street trees which have made a significant impact on our city and within the provincial towns. The Council is responsible for the management and maintenance of all the street trees in Greater Belfast, Castlereagh, Lisburn, Newtownards, Bangor, Ballymena/Larne, and Newtownabbey/Carrickfergus.

4.7   In addition, the Council is also involved in developing environmental improvement schemes throughout the city on behalf of DSD, in partnership with the Department for Regional Development (DRD) Roads Service, such as Ballymacarrett Walkway, Falls Road/Glen Road open site, and Bridge End. Furthermore, the Council also undertake annual playground refurbishments throughout the city which has involved installing 'inclusive' playground equipment.

4.8   Bad Places

The Council considers that "bad places" are largely a result of planning for a specific outcome which fail to consider all other factors, for example, road junctions designed to improve the flow of traffic to support economy which result in the segregation of communities from many local amenities (for example Cromac Street, Ormeau Avenue, Westlink). Good

planning will require a considered and balanced approach reflecting all potential impacts.

4.9   It is noted that the area around Dunbar Link is used to illustrate bad places. The Council would agree that this area is not a particularly attractive urban environment due to the wide road network, large expanses of surface level car-parking and the presence of numerous dilapidated and vacant properties in the surrounding area. The Council would suggest that an alternative photograph is used which depicts these negative aspects of the Dunbar Link as the image used appears to focus on to the Council's operational Cleansing Depot.

4.10 Qualities

A number of the qualities identified within the draft Living Places document reflect the Strategic and Spatial objectives identified in the Belfast City Masterplan Review, particularly the Council's priorities in terms of:

- An accessible and connected city;
- The low carbon city; and
- The neighbourhood city.

4.11 The ten guiding principles provide a useful checklist to help designers, and developers in the preparation of their planning proposals. While it is difficult to argue or disagree with the ten qualities there are a number of points to note.

4.12 The Council would request greater clarification on how the ten qualities were developed and selected. Are they based on good practice and research from other cities or countries? The document mentions a collaborative process and the appendices reference other material and policy documents. The Council would suggest that the document requires a better explanation of where the qualities came from and how much weight is attached to them in other areas or jurisdictions.

4.13 Visionary

The Council considers that Local Authorities would be best placed to provide the civic leadership to develop strategic masterplans. Post RPA the Council will have responsibility for Community Planning which will enable community involvement in the preparation of plans for their neighbourhoods. A key priority for the Council outlined in the Corporate Plan as part of City Leadership is to 'maximise the place shaping role. The consultation document refers to the need for skills but does not elaborate on how such skills and

capacity will be developed and supported. The Council would suggest that the document provides further guidance on the type of support provided and the source envisaged. Within the Belfast City Masterplan Review it is suggested that a Framework for the city centre should be prepared by the Department of Social Development and the council to cohesively address the potential for continued regeneration. The Review notes that an essential element of the framework would be to harness the opportunity to enhance the environment through quality design and proposes a newly created senior position within the Council, with proven skills in urban design and placemaking would help drive this agenda.

4.14 **The lack of "City Architects" or similar champions reflects the multi-disciplinary, multi-organisation, multi-funding nature of development in our cities and urban areas. City Architects are still evident in European Cities and their effectiveness is linked to their cities' functions / control over land ownership, the ability to incentivise development and the amount of risk and cost in development that the Local and Municipal authorities will bear.**

4.15 **There is an argument for a "champion" around specific developments and it is notable that there is no mention of Titanic Quarter within this document under any category despite the significant lobbying and collaboration from both public and private sector in the initial phases of this ongoing development in the city.**

4.16 <u>Collaborative</u>

Councils are well placed to provide the civic leadership to promote active participation, and encourage collaborative working with stakeholders. This is evidenced in the current development work being undertaken by the Council to deliver the City Investment Programme.

4.17 **It could be considered that there is support in the guide for increased use of Vesting Powers to achieve delivery of developments to meet the guidelines without recognition of the time it can take to achieve the site assembly required and the necessary support from the DOE. Some assurance is needed for developers around recognition from planners that schemes put forward may be less than perfect but the benefits far outweigh the defects.**

4.18 **There is a significant overlap with the collaborative approach and community planning, although community planning is not specifically mentioned within the document. The importance of place and the links to community planning should be better articulated. Perhaps under the "Visionary", "Collaborative"**

and "Contextual" qualities there should be reference to the Community Plan.

4.19 <u>Contextual</u>

This provides the usual contextual design principles that should be adopted by designers preparing plans and designs for public spaces. These could be incorporated into Design Briefs and Development Briefs to ensure that Project Teams and Developers have a good understanding of the context which has to be considered as part of the design process.

4.20 <u>Responsible</u>

The Council is supportive of the inclusion of this quality. A low carbon city is a strategic objective within the Belfast City Masterplan Review. The Council considers that clean technology, renewable energy and efficiency will drive further growth in the economy and reduce future costs for businesses and households.

4.21 The Masterplan Review highlights the need for the city centre to develop sequentially from the inside out. Encouraging the re-use of brownfield land in city centre locations for a variety of uses will be integral to reviving urban areas and achieving more sustainable patterns of development. It is suggested that the document should mention the reuse of vacant sites within existing settlements as a counter to the pressures for less sustainable development or sprawl into surrounding rural areas.

4.22 It is noted that environmental considerations are referenced in certain parts of the document (for example car ownership and pollution); the Council is disappointed that there is no specific section on the environment within the document, for example, under the "Sustainable" quality. The Council suggests that reference could be made to aspects such as environmental quality, sustainable building materials, environmental/heritage protection, stewardship and local quality of life within such a section.

4.23 Within the document, it is mentioned that climate change is a major challenge and this is reflected in this section by encouraging sustainable urban drainage and conservation of resources. However, there is a lack of awareness of the European Union drive to shift Europe toward a "Low Carbon Future" (Europe 2020 Strategy), and this is a priority funding theme post 2014. This will have a key influence on the future shape of our public realm, with a greater emphasis on "Green Infrastructure Plans" to reduce our dependence on cars and promote public transport, walking and cycling. This would also

include enhancing biodiversity within cities and increasing tree planting to mitigate the impact of climate change. This section should also include the issue of choice of materials and life cycle cost to ensure resource efficiency, to minimise waste, and to promote sustainable reuse of materials.

4.24   The document should also include planning and design for the management of waste. The Council would refer to the "Local Government Waste Storage Guide for Northern Ireland" and request that it is taken into account within Living Places. The guide can be downloaded from:
        http://www.belfastcity.gov.uk/buildingcontrolenvironment/buildingcontrol/wasteguidelines.aspx

4.25   The Waste Storage Guide was developed by local government, with close consultation and collaboration with central government. It seeks to provide practical advice and guidance to architects, developers and building contractors, to ensure that waste is properly planned for at the earliest stage of the design and build process of development and that the arrangements for storing and accessing waste are properly considered when designing buildings and building developments. It is suggested that a link to the Waste Storage Guide could be provided within the Living Places Guide or could be added to this list of references.

4.26   <u>Accessible</u>

        The Living Places document states that accessibility is critical in developing successful public spaces. In particular, connectivity is essential to ensure the integration of new public realm spaces into the urban fabric. The Council also recognises the importance of accessibility as it has been identified as a strategic objective in the Belfast City Masterplan Review. Within the Masterplan Review, accessibility is considered critical to the economic competitiveness of the city.

4.27   <u>Hospitable</u>

        It is noted that "healthy" and "safety" have been identified as sub sections under the heading "hospitable". Providing a healthy living environment for the city's residents in order to deliver thriving neighbourhoods is a priority within the Belfast City Masterplan Review therefore the Council would argue that both principles should be qualities in their own right. The Council is also represented on the Belfast Strategic Partnership for Health and Wellbeing and endorses the Framework for Action to address life inequalities 2011 – 2015. Regenerating living places and healthy spaces is identified as a priority with the Framework for Action and the Council has

incorporated positive health outcomes into a number of initiatives such as Active Travel and Belfast Public Bike Hire Scheme.

4.28 <u>**Vibrant and Diverse**</u>

This is critical to ensure that our public realm areas are attractive. This will be challenging in the current economic climate where there suppressed demand for commercial development, constraints on private investment and public funding. The consequence is that the amount of vacant spaces is likely to increase. In particular, the changes in the retail sector are having a profound impact on cities and town centres, with predictions of further contractions in retail space due to the growth in online shopping. There is a need for innovative ideas to encourage diversity in land uses that will maintain the vibrancies of public spaces.

4.29 <u>**Crafted**</u>

This provides useful principles that should be adopted by designers preparing plans and designs for attractive public spaces. It may be useful to suggest maintenance specifications to ensure quality stewardship of the public spaces.

4.30 <u>**Viable**</u>

In the current economic climate this will be challenging with the lack of available investment funding particularly from private sector developers. The guidance proposes "testing of new uses" by trial periods for new activities however the Council would require clarification as to whether this is to be delivered in the context of a relaxation on the need for planning permission for a certain period and the mechanisms for longer term management / control. The assessment of economic viability and sustainability of a scheme is entering a realm which is not in the usual planning remit and is very subjective given that each applicant will be different in the resources that they can bring to secure satisfactory completion of a development and arrangements around future management. The applicant may not even be the actual developer of the project.

4.31 <u>**Enduring**</u>

This provides the useful principles that should be adopted for the creation of attractive public spaces.

4.32 Bringing it all together

While the document provides some useful guidance for the planning and development of the public realms in our cities, towns and villages, it will be important to be pragmatic and realistic in the implementation of the guidance, particularly in this challenging economic climate where there limited investment, and a greater need to prioritise the use of financial and organisational resources.

4.33 Appendices

It is noted that PPS 5 has not been included within the relevant policy documents identified in section B 2). It is considered that PPS 5 should be included."

Belfast City Access Strategy

The Committee agreed to receive, at its meeting on 19th November, a presentation from Atkins' Consultants in respect of the development of the second stage of the Belfast City Access Strategy.

City Dressing Campaign

The Committee was reminded that, at its meeting on 19th April, it had approved the 'Patterns of the City Belfast City Dressing Plan'. The Director reminded the Committee that that Plan was a cross-community tourism initiative which sought to enhance the City's appearance through the dressing of lampposts in the city centre and on main access routes. The Committee was advised that it was anticipated that any further development of the Plan would address City branding and development and would be in line with the implementation of a new tourism strategy. A review of City dressing would be integral to any new strategic direction and he reported that an adapted City dressing policy would be submitted for the Committee's approval.

Accordingly, the Committee noted the information which had been provided and endorsed the contents of the updated City Dressing Policy as set out hereunder:

"***City Dressing Policy***

Objectives of the City Dressing Steering Group

The role of the Belfast City Dressing Steering Group is to oversee the implementation of City Dressing across Belfast and ensure that it creates a sense of welcome and builds the Belfast Brand. The Group will also monitor city dressing usage and needs across the city. The City Dressing plan includes generic patterns of the city that communicate a sense of energy, innovation and vibrancy. In addition the city dressing plan includes supporting the promotion of key international events and giving events and festivals access to agreed hire sites for promotions and marketing purposes.

City Dressing Steering Group Members

- **Belfast City Centre Management**
- **Belfast City Council: Building Control, Tourism, Culture and Arts, Events, Corporate Communications**
- **Department for Regional Development**
- **Department for Social Development**
- **Visit Belfast**

Remit of City Dressing

- **ensure that city dressing provides sense of welcome;**
- **ensure that city dressing provides information in a stimulating way;**
- **ensure that city dressing creates a feel of a special occasion across the city or one of the destinations;**
- **ensure that city dressing arouses curiosity in an appealing way;**

Organisation Roles

<u>Belfast City Council</u>

Belfast City Council (BCC) will manage and implement the generic city patterns and winter pattern campaign across the existing locations and tourism place destinations.

<u>Belfast City Centre Management</u>

Belfast City Centre Management will manage commercial campaigns and these will only be permitted in the areas managed by Belfast City Centre Management. Commercial campaigns must follow template/ design guidelines agreed by BCC and the City Dressing Steering Group.

BCCM will manage city wide event campaigns under a legal contract and SLA with BCC which ensure:

- **Campaigns must be formally shared with the City Dressing Steering Group in advance of the campaign start date.**
- **BCCM must ensure that all proposed commercial dressing artwork has been equality checked, shared and approved by the Department of Regional Development and approved by the City Dressing steering Group.**

This city dressing policy acknowledges and includes the BCCM Banner Policy agreed with DRD.

Department for Social Development

The department owns a number of sites within the city centre and permission will be sought to use these sites and co-ordinate activity with the general city dressing plans.

Belfast City Dressing locations:

Prioritisation of City Dressing is given to:

- **Main Visitor Access Roads** – already established and in operation
- **Quarters/Tourism Place Destination** – main visitor routes (detailed below)
- **City Centre**

Tourism place destinations were identified in the Integrated Strategic Tourism Framework. These place destinations will be priority locations and restricted to 15 lamp post sites in high profile locations in each area. The implementation of city dressing will be dependent on the development of the tourism place destination plans. Progress is dependent on a tourism development team taking on responsibility of liaising with BCC to implement city dressing.

- **Cathedral Quarter**
- **City Centre**
- **East Belfast**
- **Gaeltacht Quarter**
- **Queen's Quarter**
- **Shankill**
- **Titanic Quarter**

Permitted Campaigns for City Dressing

Within the city centre there are sites available for hire by the commercial sector. Only campaigns that enhance the image and brand of the city will be permitted. These include city events, city campaigns and festivals.

Campaigns that are inappropriate or are linked to inappropriate brands via sponsorship will not be permitted. Promotions (e.g. two for one offers, advertising promotions) will not be permitted for city dressing.

Major events that can clearly demonstrate the ability to attract international media coverage (MTV EMAs, Olympics, World Police and Fire Games, Giro Italia, Tall Ships 2015) and can secure_international footfall in the city will have access to agreed city dressing sites beyond the commercial sites in the

city centre. Proposals will be reviewed by the City Dressing Steering Group and a collective decision reached. City wide branding will also require political approval and at least a 6 month notice in advance of campaign start date."

Heifei City Government - Visit to Belfast

The Director reported that a delegation from Heifei would visit the City in January to prepare for a collaborative art exhibition entitled 'Crossroads', which would be taking place in Heifei, Belfast, Cork and Dublin in June, 2014. He reminded the Committee of the long-standing Sister City association with Heifei and indicated that the visit would provide an opportunity for the Council to explore areas of mutual benefit in both economic and cultural terms.

The Committee agreed that a sum of £500 be allocated towards the provision of hospitality at a reception to mark the visit of the deputation from Heifei.

International Curators - Visit to Belfast

The Director reported that, as part of the series of events which would coincide with the hosting by Londonderry of the 2013 Turner Prize, a group of 18 international curators would be visiting Belfast in December. A detailed itinerary had been formulated to coincide with that visit and he indicated that a reception had been arranged to take place at the City Hall. The Director outlined the networking opportunities which would be afforded to promote the visual arts in Belfast at the reception and, in particular, the Council's role in this regard.

The Committee agreed that a sum of £1,000 be allocated towards the provision of hospitality to mark the visit to the City Hall of the international curators.

Business Development in North America

The Committee was advised that the Lord Mayor would be undertaking a visit to Washington on 6th and 7th November in support of a sales mission which would be led by Visit Belfast and the Waterfront Hall. The Director indicated that the visit would present an opportunity to highlight the plans to establish new convention facilities at the Waterfront Hall and he outlined the extensive range of meetings which the Lord Mayor had arranged to promote the City's business potential. He reported also that the Lord Mayor would be attending a meeting in Toronto with representatives of the American Ireland Fund in respect of an inward investment mission to Belfast which would take place in February, 2014.

The Committee agreed that the Director (or his nominee) be authorised to accompany the Lord Mayor on the North American visit at a cost not to exceed £2,500. It was noted that the Lord Mayor would undertake the visit at no cost to the Council.

Clarawood Development

The Committee considered the undernoted report

"1   Relevant Background Information

1.1 There are 3 Revenue funded community groups in the Clarawood estate:
Clarawood Community Association - £9,440.97
Clara Park Tenants and Residents - £7,579.02
Oak Partnership - £1,917.89

1.2 The Clarawood Community Association operated out of the BELB Anne Napier Centre with a licence agreement in place between BELB and BCC and a sub licence agreement in place between BCC and Clarawood Community Association. As of the 1st July 2013 this arrangement ended with the BELB taking a more direct involvement in the provision of youth work in the Anne Napier centre.

1.3 The Clara Park Tenants and Residents operate out of their own hall in Clarawood Park. They have a small and ageing membership.

1.4 The Oak Partnership is the smallest of the estate's 3 groups but it has increasingly taken on a co-ordination and leadership role in regards to the community work within the Clarawood estate, working with BELB on its youth work programme and giving guidance and worker and programme support to the Tenants Association.

2 **Key Issues**

2.1 The Community Development Revenue Grant (£9,440.97) for the Clarawood Community Association will not be released in 2013/14 as the BELB are directly organizing Youth Work out of the Anne Napier Centre.

2.2 The Clara Park Tenants and Residents group and the Oak Partnership are working together to ensure that the services previously available at the Anne Napier Centre are available within their own centres.

2.3 To help support and facilitate a partnership and integrated approach to programme development, volunteer training and community consultation between the Oak Partnership and Clara Park Tenants and Residents, it is proposed that the Clarawood Community Association 2013/14 Revenue Grant be re allocated between the two remaining groups on the estate.

Officers will work with the groups to assess and support their programme plans. Any reallocated grant will be support to the same compliance and monitoring requirements.

3   Resource Implications

3.1   Available within existing budget

4   Equality and Good Relations Considerations

4.1   There are no specific equality and good relations considerations attached to this report.

5   Recommendations

5.1   It is recommended that the Clarawood Community Association Revenue grant allocation for 2013/14 be reallocated equally between the Oak Partnership and Clara Park Tenants & Residents in order to secure the continuation and future expansion of services to residents of the Clarawood Estate."

After discussion, during which the Community Services Manager clarified a number of issues, the Committee adopted the recommendation.

Olympia Community Centre - Options Appraisal

The Committee agreed to defer, until its meeting on 19th November, consideration of a report on the Council's options regarding the future provision of community services in the Village area to enable briefings to be provided to those parties who so wished to receive them. In addition, it was agreed that the Committee would, at the meeting on 19th November, receive a deputation from the Olympia Community Centre Support Group in respect of its concerns regarding the future provision of community services in that area.

Community Support Plan – In-Year Additional Allocation

The Committee considered the undernoted report:

"1   Relevant Background Information

1.1   BCC have an annual grant contract with DSD for £1.57m under their regional Community Support Programme. The contract is conditional on our making contribution to the CSP overall aim defined as:
        'To strengthen local communities, increase community participation and promote social inclusion through the stimulation and support of community groups, community activity and local advice services'.

1.2   A series of four outcomes, or impacts have been set for the CSP

  i.   **an active and organised community,**
  ii.   **an influential community,**

     iii.   an informed community,
     iv.   a sustainable community,

1.3   The Voluntary and Community Unit (DSD) has offered Belfast City Council an additional in-year allocation of approximately £467,000 towards general revenue expenditure and subject to the same conditions of grant offer.

1.4   It should be noted that the additional allocation is conditional on the utilisation of the full fund by 31 March 2014. There is no requirement on BCC to provide match funding. All of the additional grant allocation will be subject to the normal DSD monitoring and compliance requirements.

1.5   The purpose of this report is to seek committee approval to accept the offer of additional in year CSP grant and to agree expenditure options.

2   <u>Key Issues</u>

2.1   The limited timeframe attached to the additional funding will not allow for monies to be administered competitively so it is crucial to find a prompt but robust way in which to allocate the funds in support of projects and service providers for community benefit.

2.2   Given this requirement (to allocate and fully expend the additional monies within the current financial year), officers have identified a number of potential in-year funding opportunities. In doing so, we have also considered the following;

- DSD Community Support Programme funding criteria and target Outcomes
- The objectives, supporting actions and logic model presented in the DSD's Urban Regeneration and Community Development Policy Framework (July 2013)
- The opportunity presented to significantly contribute to the council's Service Convergence and Assets & Liabilities work streams in relation to Urban Regeneration and Community Development.
- The opportunity presented to enhance the community impact of corporate initiatives, for example, Super Connected City and Advice Tribunal Service
- Priority needs related to current financial climate
- Feasibility of proposal to support compliant assessment, committal and expenditure of funds by 31st March 2014
- Efficiency considerations to ensure related officer resources

2.3 The DSD's Urban Regeneration and Community Development Policy Framework (July 2013) sets out the proposed strategic direction for the delivery of urban regeneration and community development policies and programmes in Northern Ireland both before and after the Reform of Local Government. It also contains a set of four supporting actions which will help develop a more conducive policy and financial environment in which the Policy Framework will operate. In addition the Framework contains DSD's commitment to adopt an outcomes-focused approach ('*the Logic Model*') to operational activity on urban regeneration and community development. This approach will focus on results ahead of process, using evidence to support action and working in ways that are more responsive to community needs and more collaborative across and within sectors.

2.4 There are significant inter-dependencies between the various elements of regeneration (economic, social, physical, community) that need to be clearly understood and analysed at a practical level to ensure a viable transition, maintaining service continuity in the short-term, but also setting a firm foundation for the implementation of a transformed service over the longer-term. Given the scale of existing commitments and Council's officers experience to date, particularly the learning from the '*Building Better Communities-Belfast Community Investment Programme*' (BCIP), a two strand approach has been proposed:

2.5 *Transition* – to focus on the practical arrangements/decisions necessary for Council to maintain and deliver agreed transferred services and resources on 1st April 2015. This provides service continuity and helps manage expectations/risks, allowing for a transitionary 2015-2017 period.

2.6 *Transformation* – to focus on developing the future vision and model for delivery of the transformed regeneration function for the city. This is a longer term process but will operate in parallel to the Transfer strand of work and beyond (2013-2017). This will provide for a composite understanding of the scope of regeneration functions to inform decisions around delivery structures, alignment of resources, etc. and maximise the ability to implement the learning from elsewhere to deliver an effective integrated regeneration function for the future

2.7 To support the priorities outlined above and help align services to meet the proposed urban regeneration and community development objectives post LGR a number of initiatives have been identified for the in-year allocation: Community Sector Support, Large Grant Up-Lift, Corporate Initiatives, Service Convergence to support transferring Assets and Liabilities, and associated officer support.

2.8   **i. Community Sector Support**

With less than 18 months to the transfer of functions and associated support programmes for URCD there is an opportunity for Council to inform, support and engage the community sector in preparation for this change process.

2.9   **Given details of transferring budgets are unlikely to be confirmed until mid 2014, it has been proposed that BCIP should be delayed until 2017 to allow for alignment with the broader regeneration programme and transfer of functions work stream. Without BCIP in place, an interim measure will have to be established to bridge funding for the sector for 2014/15 and beyond. Committee have already agreed in principle to extend our current grant aid programme for this further year. Officers are working to ensure that the Service Grant Programme is subsequently ready for a full competitive open call against current funding streams in 2015. This will involve a limited redesign of the application, assessment and monitoring processes. In addition we must consider applications from groups within the new council boundary. In order to meet the 2015/16 funding cycle, the grant programme must be open in May 2014.**

2.10   **To prepare the community sector for the change process, and to assist Council in managing the change, it is proposed that we develop and deliver a capacity building programme which will incorporate elements of best practice and training delivery from the sector. This will have the dual role of skilling the community sector and building stronger relationships between council and our community partners.**

2.11   **This programme will be aligned to our current capacity building training support which includes: Community Development Toolkit, Volunteer Development and Child Protection Training.**

2.12   **At the end of the programme the council will have a comprehensive set of toolkits and training materials which can be made available for future support activities. This stage of delivery of the capacity building support programme will be time bound to March 2014**

2.13   **It is envisaged that this branded capacity building support programme will consist of workshops, toolkits, and facilitated sessions covering a range of generic skills including:**

- **Supporting Collaborative working and Service Planning**
- **Financial Management**
- **Area/Neighbourhood Planning**

- **Strategic and Business Planning**
- **Investment Readiness (Contracts and Asset Management)**
- **Developing Outcomes Frameworks and Measuring the Impact of Service Delivery**
- **Governance**

2.14 **The programme will be rolled out across the city, delivered locally in our community centres and in a central location. It is envisaged that suitable venues will also be arranged in Castlereagh, North Down and Lisburn to facilitate those groups falling within the extended city boundaries in 2015. The programme will be proactively advertised to maximise awareness and registration.**

2.15 **Committee are asked to consider the use of the in-year allocation to design and deliver the capacity building support programme and production of toolkits. If members agree to the above proposal an estimated budget of £65,000 is requested.**

2.16 <u>ii Large Grant Up Lift</u>
Under the Community Support Plan, BCC currently provides revenue grant aid to 80 community organisations across the city and capacity grant to 19 support organisations. The revenue funding is used towards the running costs associated with operating a community building and the capacity grant contributes to the core costs of larger, area based community development support agencies. Officers are aware, via the monitoring process, that funding awards do not currently meet full costs. There is also evidence that, within the current funding environment, a significant number of community organisations are struggling to meet these costs.

2.17 **Committee are asked to consider an in-year limited offer of additional funds to support programmes in community buildings or those of community development support organisations. The fund could be used to support any verified increase in core costs, for small scale building repairs and maintenance or for programme equipment. If we are to meet the requirement to allocate and fully expend the additional monies within the current financial year, it is suggested that any agreed uptake of these funds be administered to those organisations currently in receipt of a revenue or capacity grant from BCC in 2013/14.**

2.18 **A small number of organisations have not yet completed the monitoring requirements in regard to this grant. Eligibility for an uplift award would be dependent upon compliant submission.**

2.19 If agreeable, officers will invite organisations to submit proposals on how they propose to utilise the potential funding and to indicate a budget: bands of £1000, £1500 and £2000. After assessment and confirmation of available budget, recommendations for grant uplift would be presented for the Director's approval via delegated authority. Subject to approval, a letter of variation on existing contracts will be issued and, as per current arrangements, all successful groups will submit monitoring returns to report progress against targets.

2.20 If members agree to the proposal as outlined above, the allocation would be approximately £160,000

2.21 <ins>iii. Corporate Initiatives</ins>

2.22 *Super Connected Belfast: Community Centre Public Access*

Members will be aware that Belfast City Council, with the support of a number of organisations, has successfully bid for funding to become a Super-connected City by March 2015. £13.7 million will come from the Urban Broadband Fund to provide a major boost to the city's infrastructure. In addition to this, the Council also intends to contribute an additional £3 million, as part of its Investment Programme, and the private sector will contribute £8 million towards the project.

2.23 To increase levels of community engagement, access and knowledge, Development Committee agreed in February 2013 to invest in a network of public access computer suites in 8 BCC community centres, 2 Council owned/ community managed centres and 2 independent centres.

2.24 These quality ICT suites will facilitate a community focused capacity programme, designed to promote and enable social inclusion amongst our citizens by enhancing access to broadband services and providing training for individuals who lack digital literacy. Working with the community sector and other training providers, these suites could facilitate the development and delivery of knowledge-based skills to help people get online; carry out more transactions online; use the internet to find employment and develop the basic skills required for the current market place. Because not all community centres could facilitate the IT suites, it was suggested that laptops could be used to provide services on an outreach basis and therefore extend the reach of any associated digital community programme.

2.25 The hardware and associated software has been purchased to fit-out the 12 suites. Working with colleagues from ISB and Legal Services, staff have been progressing the project

however, as each centre was being assessed for networking, it became apparent that where dedicated furniture existed, it was of a low quality and did not match the Council's guidelines.

2.26 Members are asked to consider a further £20,000 in-year allocation to provide chairs and desks as required to support set-up costs at each site. (Approximately £1,660 per site)

2.27 As noted, this network of community based IT suites are designed to support a community facing demand stimulation programme however we have not yet identified additional resources in order to deliver and sustain a proactive community education programme to animate the suites and to work collaboratively with other community based provision.

2.28 Officers therefore propose that we utilise £80,000 of the in-year CSP income to support a pilot programme which would:

- Launch this BCC investment
- Raise awareness of the programme in local neighbourhoods and key target audiences (eg children, young people, older people, LTE, etc)
- Offer animation programmes to support use of these community IT hubs and stimulate interest and digital confidence
- Deliver a series of Taster training programmes which would engage threshold interest and act as a pathway to the established Essential Skills Programmes.

2.29 This investment would include identification and purchase of any supporting software and materials, the design and delivery of the community animation and education pilot programme and an evaluation report to inform and support any resource application for future programme delivery.

2.30 If members are supportive of this pilot proposal, officers will work with ISB and current delivery partners to further develop and cost the programme.

2.31 *City Wide Advice Tribunal Service*

In August 2013, Council announced two-year funding totalling £430,000 for a Citywide Tribunal Representation Service to help claimants who wish to appeal SSA decisions on benefits including Employment Support Allowance, Disability Living Allowance, Personal Independent Payment, Universal Credit and any other SSA benefit. This service enables clients to challenge decisions, assisting them through the process and representing them at hearings.

2.32 The opportunity exists via the in-year allocation to provide up to 3 months additional funding for the service, which could be spent by March 2014.

Members are asked to consider a budget allocation of £54,000 to support this project and result in an extended time-line for the service.

2.33 **iv Service Convergence and Service Planning**

With the transfer of functions for urban regeneration and community development to the Council and the change in the city boundary to take in substantial areas of Lisburn, Castlereagh and North Down, there is a need to assess the likely impact on our services and to plan for effective service delivery.

2.34 Our Community Services grants programme will be expanded to include new areas in 2015 with a proposed open call in May 2014. As already outlined, community organisations will require support to prepare for this open call particularly those which have not applied for Council funding in the past or are currently outside the city boundary. This will be supported via the proposed sector support programme outlined above.

2.35 The service will also acquire responsibility for a number of community centre assets and will need to design and deliver our community area support programme, play development and youth engagement support activities for the new areas which will include a significantly increased Traveller population.

2.36 To deliver our new service business plans we will need to understand the neighbourhoods, the community infrastructure and the level of support required by organisations.   Officers suggest a project which will help to underpin service convergence and service planning in relation to the transfer of **Assets & Liabilities** associated with the new council boundary and linked to the current council work streams relating to LGR. This project will support the service to consider and quantify service implications associated with those transferring Assets. These include eight community centre assets transferring from Lisburn and Castlereagh council areas. In order to support service business plans (drafts by June 2014) we need to scope the condition and current service delivery model for each of the transferring assets.

2.37 Through the CSP, we also provide revenue funding to support the cost of community sector facilities. This is allocated to support groups and organisations which provide community space and a varied programme of activities/services. It is vital

for us to have an understanding of the physical infrastructure used to support community development and services in the new boundary areas before we go to open grant call (estimated May 2014).

2.38 **We are therefore requesting a total of £25,000 to develop a Service Convergence Plan for community facilities in the new boundary areas. The plan will include a formal condition survey for each asset, a review of the current service delivery model, associated resourcing, systems, centre programme, user groups and local infrastructure. This will provide baseline information to allow us to plot a transition programme for the incoming assets while ensuring high quality, citizen centred and integrated community facilities. The surveys will be completed by February 2014**

2.40 <u>**Staff Resources**</u>

In order to maximise the impact of the service in relation to the menu of proposed initiatives above while continuing to maintain the current service operational level, we are requesting a total of £63,000 from the in-year allocation for staff resources and development.

2.41 **The allocation will be used to:**
- **Provide additional hours to key staff (currently part-time or time-bound agency) who will co-ordinate and administer the five initiatives (estimated budget £30,000).**
- **Train staff in Grant-Funding/Assessment, Facilitation, Action Planning and Building Collaborative Practice (estimated budget for 36 Staff £33,000). This will increase the capacity of staff to assess grant applications and support groups through the application process, and to help support community organisations to develop strategic and business plans and contribute to the formation of neighbourhood plans. As trained facilitators, officers will also be available to other services within council to help them develop effective collaboration with our sectoral partners.**

Category	Allocation
Community Sector Support	£65,000
Large Grant Up-Lift	£160,000
Super Connected Belfast- Community Centre Public Access	£100,000
Extend the City Wide Advice Tribunal Service	£54,000
Assets Condition Surveys & Service Convergence Plan	£25,000
Staff allocation to programme co-ordination	£30,000
Staff development (36 staff)	£33,000
Total Allocation	**£467,000**

3   Resource Implications

3.1   Pending confirmation of offer, the additional DSD allocation of
       £467,000 will cover all grant or associated project costs, and
       associated staff costs.

3.2   Related assessment and administration resource requirements
       will be subsumed into current staff work programmes.

5   Recommendations

       Members are asked to:

i.   Agree to accept the additional DSD offer of £467,000 as a
       variation to the Community Support Programme grant
       contract for 2013/14;
ii.   Consider the proposals to utilise the potential additional
       allocation of CSP funds and prioritise these dependant on
       the total funds available;
iii.   Agree that, where uptake within any of the proposed
       elements is under-utilised, officers can reallocate funding
       based on the committee agreed priorities in order to
       maximise the uptake of the additional CSP funding
       allocation."

After discussion, during which the Community Services Manager clarified a
number of issues, the Committee adopted the recommendations.

Ulster Hall - Catering Contract

The Director sought the Committee's permission to undertake a tendering
exercise for the provision of café and bar services at the Ulster Hall for a two-year
period, commencing in March, 2014, with a discretionary option to extend that contract
for a further one-year period if deemed necessary.

The Committee granted the approval sought and delegated authority to the
Director to appoint a suitably-qualified contractor at the conclusion of the tendering
exercise.

Chairman