

**Democratic Services Section  
Chief Executive's Department  
Belfast City Council  
City Hall  
Belfast  
BT1 5GS**



**Belfast  
City Council**

20th June, 2019

## **MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE**

Dear Alderman/Councillor,

The above-named Committee will meet in the Lavery Room - City Hall on Friday, 21st June, 2019 at 9.30 am, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully,

SUZANNE WYLIE

Chief Executive

### **AGENDA:**

#### **1. Routine Matters**

- (a) Apologies
- (b) Minutes
- (c) Declarations of Interest
- (d) Schedule of Meetings 2019 (Pages 1 - 2)

#### **2. Restricted Items**

- (a) Memorandum of Understanding (MOU) between The Belfast Harbour Commissioners and Belfast City Council for Strategic Partnership (Pages 3 - 24)
- (b) Recruitment Update Appointments to Chief Officer Posts (Pages 25 - 28)
- (c) Bonfire Governance (Pages 29 - 46)
- (d) Financial Reporting – Quarter 4 2018-19 (Pages 47 - 68)

- (e) Giant's Park North Foreshore (Pages 69 - 76)

3. **Matters referred back from Council/Motions**

- (a) Motion: Working Group on Climate Change (Pages 77 - 80)
- (b) Motion: Single use plastics - responses from major supermarkets (Pages 81 - 88)
- (c) Update on Motion: Support for Roads Infrastructure in Scotland (Pages 89 - 94)
- (d) Notice of Motion to fly the Rainbow Flag on Pride Day 3 August 2019 (Pages 95 - 116)

4. **Governance**

- (a) Overview of the Strategic Policy and Resources Committee – roles and responsibilities (Pages 117 - 120)
- (b) Revision of the Council's Scheme of Allowances (Pages 121 - 126)
- (c) Budget and Transformation Panel and Party Leaders' Forum Refreshed Names and Terms of Reference (Pages 127 - 134)
- (d) Appointment of Members to Outside Bodies (Pages 135 - 142)
- (e) Appointment of Members to Partnership Boards 2019 (Pages 143 - 148)
- (f) Appointment of Members to Building Successful Communities Forums (Pages 149 - 152)
- (g) Working groups 2019 (Pages 153 - 162)
- (h) Basic Special Responsibility Allowances (Pages 163 - 172)

5. **Belfast Agenda/Strategic Issues**

- (a) City Region Growth Deal – Update (Pages 173 - 178)
- (b) Customer Focus Programme - Update (Pages 179 - 186)
- (c) Strengthening the role of the voluntary, community and social enterprise sector in community planning. (Pages 187 - 204)
- (d) Corporate Plan 2019-23 (Pages 205 - 224)
- (e) Council Improvement Plan (Pages 225 - 254)

6. **Physical Programme and Asset Management**

- (a) Physical Programme Update (Pages 255 - 260)
- (b) Assets Management (Pages 261 - 286)

7. **Finance, Resources and Procurement**

- (a) BCC Assurance Framework and Annual Governance Statement (Pages 287 - 310)
- (b) Contracts Update (Pages 311 - 318)
- (c) End of Year Absence (Pages 319 - 330)

8. **Equality and Good Relations**

- (a) Equality and Diversity: Quarter 4 Equality Screening and Rural Needs Outcome Report (Pages 331 - 338)
- (b) Update on Statue gifted by Stena Line (Pages 339 - 342)
- (c) Invite to participate in a visit to Srebrenica (Pages 343 - 346)
- (d) Language Strategy Action Plan 2018-20 (Pages 347 - 352)
- (e) International Shared Societies Project (Pages 353 - 362)

9. **Operational Issues**

- (a) Requests for use of the City Hall and the provision of Hospitality (Pages 363 - 370)
- (b) Minutes of Budget and Transformation Panel Meeting (Pages 371 - 374)
- (c) Use of City Hall – Destination Tourism (Pages 375 - 376)

10. **Issues Raised in Advance by Members**

- (a) NILGOSC: Divestment - Councillor Long to raise (Pages 377 - 380)

Councillor Long to propose:

*"This Council calls on the Northern Ireland Local Government Officers Superannuation Committee (NILGOSC) to divest the Local Government pension scheme from any fossil fuel companies within 5 years."*

- (b) Closure of Avoniel Leisure Centre and Templemore - Councillor Kyle to raise
- (c) Report - "A Prison Without Walls - Asylum, Migration and Human Rights" - Councillor Michelle Kelly to raise







<b>Subject:</b>	Schedule of Meetings 2019
<b>Date:</b>	21st June, 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Jim Hanna, Senior Democratic Services Officer

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To advise the Committee of the dates and times of the meetings of the Strategic Policy and Resources Committee for the remainder of the year.
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is requested to; <ul style="list-style-type: none"> <li>Approve the schedule of meetings for the Strategic Policy and Resources Committee for August – December, 2019.</li> </ul>
<b>3.0</b>	<b>Main report</b>
	<u>Key Issues</u>
3.1	Members will be aware that the monthly meeting of the Strategic Policy and Resources

	Committee is normally held at 9.30 a.m. on the 3 <sup>rd</sup> Friday of each month.
3.2	However, due to holiday periods and the timing of the monthly Council meetings and, in order to assist with the decision-making process, it has been necessary on occasions to move some of the meetings to later in the month.
3.3	Accordingly, the following dates have been identified for meetings of the Strategic Policy and Resources Committee for the period from August to December, 2019:  Friday, 23 <sup>rd</sup> August Friday, 20 <sup>th</sup> September Friday, 25 <sup>th</sup> October Friday, 22 <sup>nd</sup> November Friday, 13 <sup>th</sup> December
3.4	<u>Financial &amp; Resource Implications</u> None associated with this report.
3.5	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> None associated with this report.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None associated with this report.

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of the Local Government Act (Northern Ireland) 2014.

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of the Local Government Act (Northern Ireland) 2014.

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<b>Subject:</b>	Motion: Working Group on Climate Change
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Grainia Long, Commissioner for Resilience
<b>Contact Officer:</b>	Claire Shortt, Statistics and Research Officer

## Restricted Reports

Is this report restricted?

Yes

☐

No

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If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To consider a motion on climate resilience, which was referred to the Committee by the Council at its meeting on 21st May, and to consider draft Terms of Reference for an all-party Working Group on Climate Resilience.
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to <ul style="list-style-type: none"> <li>Consider the motion and to take such action thereon as may be determined.</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	The Council, at its meeting on 21st May, considered the following motion which had been proposed by Councillor de Faoite and seconded by Councillor Flynn:

	<p><i>“This Council agrees to establish an all-party Working Group on climate change resilience, to explore how Belfast can react to the climate crisis; protect our citizens from the existing and likely future effects of climate breakdown and investigate measures the Council can take to limit its impact on the climate crisis.”</i></p>
3.2	<p>In accordance with Standing Order 13(f), the motion was referred without debate to the Committee.</p>
3.3	<p>If the committee is minded to approve this motion, the following draft Terms of Reference are proposed:</p> <p>The Working Group on Climate Change will be responsible for researching, monitoring and considering the potential implications of climate change for the city of Belfast and for making recommendations to Council on a strategy or series of interventions to build Belfast’s climate resilience.</p> <p>Its specific functions include:</p> <ul style="list-style-type: none"> <li>- Identifying the specific challenges and risks to the city which may emerge as a result of projected climate change;</li> <li>- Monitoring the particular implications of climate change for vulnerable and disadvantaged communities across the city;</li> <li>- Understanding the economic risks to the city associated with climate change – including how it might impact the ability of Belfast to continue to attract and retain investment and grow the rate base;</li> <li>- Understanding how risks associated with climate change may impact on Belfast Agenda priorities and strategies and programmes in place across the city;</li> <li>- Influencing and contributing to regional considerations of the implications of climate change on both the work of the Council and on the city;</li> <li>- Collating and considering good practice from other cities and local authorities from the UK, Ireland and internationally;</li> <li>- Considering actions, interventions or programmes on climate adaptation which the Council may wish to take to build the city’s climate resilience;</li> <li>- Considering actions, interventions or programmes on climate mitigation which the Council may wish to take to build the city’s climate resilience;</li> <li>- Considering public campaigns/public education programmes which the Council may wish to deliver to change behaviour among residents and businesses;</li> </ul>

	<ul style="list-style-type: none"> <li>- Taking account of the Council's statutory responsibilities on sustainable development and relevant Programme for Government commitments; and</li> <li>- Hearing evidence from other parties</li> </ul>
3.3	Membership of the Working Group will be the same, if agreed earlier in the meeting, as other working groups, that is, one Member from each of the eight Political Parties represented on the Council.
3.4	It is proposed that the Working Group will meet every two months – with the aim of a first meeting in the coming weeks.
3.5	Members may recall a previous proposal to set up a member and officer Sustainable Development group, with the intention that officers and members could work collaboratively to 'problem solve' on substantive issues on sustainable development. As this proposed Working Group is not a decision-making meeting, members may consider it an opportunity to take a similar approach to the operation of the working group.
3.6	The Working Group will have an important working relationship to relevant boards and external working groups, including the recently established Climate Commission. It is proposed to undertake a mapping exercise over the summer to set out the range of existing groups across the city and consider the best possible working relationships with them.
3.7	<p><u>Financial &amp; Resource Implications</u></p> <p>There will be increased costs on an ongoing basis in relation to the support for an additional working group but it is considered that such costs can be met from within established budgets.</p>
3.8	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None

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<b>Subject:</b>	Motion: Single Use Plastics – Responses from major Supermarkets in Belfast
<b>Date:</b>	21st June, 2019
<b>Reporting Officer:</b>	Jim Hanna, Senior Democratic Services Officer
<b>Contact Officer:</b>	Louise McLornan, Democratic Services Officer

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	To consider the responses which have been received from Asda, Marks and Spencer, Lidl, Tesco and Sainsbury's in relation to the Council's motion on single use plastics.
<b>2.0</b>	<b>Recommendation</b>
2.1	The Committee is asked to <ul style="list-style-type: none"> <li>Note the responses and take any such action as may be determined.</li> </ul>
<b>3.0</b>	<b>Main Report</b>

	<b><u>Key Issues</u></b>
3.1	<p>The Council, at its meeting on 4th February, passed the following motion on the use of Single Use Plastics by supermarkets, which had been proposed by Councillor McReynolds and seconded by Councillor McAllister:</p> <p>“This Council acknowledges the damage caused by single use plastics across the earth; welcomes the leadership of Iceland in introducing a plastic return scheme here in Belfast; acknowledges, with the responsibility of waste collection under our remit, that we must come up with innovative ways to reduce the use of single use plastics; and, agrees to write to the major supermarkets in Belfast to ask what steps they are taking to manage, reduce and reuse single use flexible plastics.”</p>
3.2	Letters were forwarded subsequently to Asda, Marks and Spencer, Lidl, Tesco and Sainsbury’s in relation to the motion.
3.3	A response has now been received from each supermarket, copies of which are attached to this report.
3.4	The Committee is asked to note the responses from each retailer and determine if it wishes to take any further action in relation to this subject.
3.5	<b><u>Financial and Resource Implications</u></b>  None
3.6	<b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b>  None
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 - Responses from the five major supermarkets in Belfast

## Louise McLornan

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**From:** Joe Mcdonald <Joe.Mcdonald@asda.co.uk>  
**Sent:** 25 February 2019 12:12  
**To:** Democratic Services  
**Subject:** FAO Louise McLornan

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi Louise

Thank you for your recent letter to Asda regarding plastic reduction. Asda has been very proactive on this issue, not least based on our customer insight where plastic reduction is top of mind. Asda's Plastic Unwrapped programme sets significant targets for the business to reduce or recycle as much plastic as possible. Nikki Dixon, Asda Senior Manager for Plastic Reduction was able to travel to Belfast last October to address the Business in the Community Responsible Business Summit and outline progress on our plan.

In summary Asda's Plastic Unwrapped programme pledges to use less plastics and recycle more. The overall target is to reduce as much as possible plastic packaging in own brand products and by 2025, Asda pledges to make all packaging 100% recyclable.

Highlights in the past year include:

- removing single use plastic bags from our stores;
- going single use plastic free in our home offices;
- removing plastic from products such as greeting cards and turnips, saving over 100 tonnes of plastic from these simple initiatives;
- moving from plastic to cardboard pizza bases removing 194 tonnes of plastic;
- All produce moved from black trays to clear;
- Founder members of the WRAP UK Plastics Pact.

Full details of the programme can be found at this link: <https://corporate.asda.com/blog/2018/02/05/plastics-unwrapped-our-pledge-to-use-less-and-recycle-more>

If you wish to discuss this further please let me know.

Best regards

Joe

**Joe McDonald**

**Senior Manager, Corporate Affairs NI**

Asda Regional Office, 150 Junction One, Antrim, BT41 4GY

M/ 07779 700236

E/ [joe.mcdonald@asda.co.uk](mailto:joe.mcdonald@asda.co.uk)



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Mrs L McLornan  
Belfast City Council  
City Hall  
BELFAST  
BT1 5GS

26 February 2019

Dear Mrs McLornan

Thank you for taking the time to get in touch about the way we manage and reduce single use plastics within our company.

We've already started phasing out non-recyclable black plastics from some of our products such as our ready meals, Mini Bite tubs and fruit and vegetables. We'll extend this to our meat, fish and poultry ranges by summer 2019. We're also looking at innovative solutions to reusing and recycling it in the future.

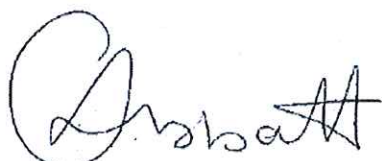
Our goal is to only use plastic packaging where there is a clear and demonstrable benefit. We're rethinking our packaging – designing plastic out, replacing it with planet friendly alternatives and making sure that any we do use will be easy to recycle by 2022. We're working towards our target of removing 1,000 tonnes of plastic packaging from our business by spring 2019 as part of our plan to be zero waste by 2025. You can read more here: Our Plastics Plan

In line with our 2025 Plan A commitment to be a zero-waste business, we are slashing plastic use in our Cafes and Foodhalls. As well as removing single-use plastic bags, cutlery and straws, we've also introduced a 25p discount on all hot drinks for customers who bring their own cup and dramatically increased our commitment to hanger recycling, saving the business nearly £3m in total.

By making this change we'll be removing 50 million items of single-use plastic from UK high streets. Plastic cutlery is often only used once and then thrown away. To reduce this waste, we are phasing out all plastic knives, forks and spoons – replaced with FSC-wood cutlery. Wooden cutlery will be available for stores to order from Europackaging from 1st September.

Thanks again for getting in touch.

Yours sincerely



Chloe Abbott  
Retail Customer Services





**Mrs. Louise McLornan, Democratic Services Officer**  
**Chief Executive's Department**  
**Democratic Services Section**  
**Belfast City Council**  
**City Hall**  
**Belfast BT1 5GS**  
**Northern Ireland**

**19 March, 2019**

Dear Mrs McLornan,

Thank you for contacting us in relation to your concerns about plastic packaging and keeping us abreast of legislative developments in Belfast.

Lidl remains committed to reducing its environmental footprint and fully supports the need to tackle the important issue of plastic waste. We identify this area as a precompetitive space and a complicated issue where industry collaboration is essential to achieve impactful progress.

Lidl has already implemented several plastic reduction initiatives. In relation to loose fruit and vegetables, we introduced numerous additional loose options recently, bringing the overall loose lines to approximately 20% of our range. We must be vigilant in our approach to ensure we are working towards SDG Goal 12.3 and supporting the objectives of the Food Waste Charter. We will continue to trial the removal and adaptation of packaging and any impact on food waste, and have some exciting innovations in the pipeline.

In March last year, we published a number of commitments outlined below.

- By 2022, Lidl will reduce plastic packaging volumes by 20%
- By 2025, 100% of own- brand packaging will be widely recyclable, reusable, or renewable
- By 2025, 50% of material used in own- brand packaging will come from recycled materials
- Ban on microbeads in cosmetic and household products

We have decided to discontinue the sale of single use plastic items including plastic drinking straws, disposable cups and glasses, plates and cutlery and plastic-stemmed cotton buds in stores nationwide. We are currently working with suppliers to replace the products with biodegradable alternatives and are committing to the end of 2019 as a deadline.

Yours sincerely,

**Deirdre Ryan**  
**Head of Corporate Social Responsibility, Lidl Ireland & Northern Ireland**

**Louise McLornan**

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**From:** customer.service@tesco.com  
**Sent:** 31 May 2019 13:13  
**To:** Louise McLornan  
**Subject:** Re: Emailing: 180219 ltr Tesco HQ re NOM Plastics << Reference ID: 8586679 >>

Hi Louise

Thank you for your email.

I am sorry to hear you have not had a reponse back to your letter in which you sent into us regarding the use of plastic on our packaging.

We're committed to reducing plastic packaging and we'll only use packaging where it serves a clear purpose.

This is an issue which is really important to us, so we've set ourselves these targets:

- Our packaging will be fully recyclable by 2025.
- End the use of hard to recycle materials from our UK packaging by the end of 2019.
- Halve packaging weight by 2025 compared to 2007 levels.
- All paper and board used will be 100% sustainable by 2025.

You can read more about what we're doing on our website:

<https://sustainability.tescopl.com/sustainability/packaging/our-position/>

Thanks very much for getting in touch, please let us know if there's anything else we can help with.

Kind regards

Chris Bain

Tesco Customer Service  
Tesco Customer Engagement Centre

## Louise McLornan

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**From:** Customer.Service <customer.service@sainsburys.co.uk>  
**Sent:** 31 May 2019 14:05  
**To:** Louise McLornan  
**Subject:** Your Sainsbury's Case ID: ENQ-2987432

Dear Louise,

Thanks for your email regarding the Issue of single use plastics.

Respecting our environment is really important to us, especially as we are well on our way to meeting our target of being Britain's greenest grocer. With this in mind, I'm sorry that you've had to question our approach.

Sainsbury's will end the use of dark coloured plastics (which are difficult to recycle) across fresh foods by the end of 2019 and entirely by March 2020 as well as remove all plastic packaging from Christmas crackers this year.

Sainsbury's will also introduce a trial scheme for customers to 'pre-cycle' by providing an area for customers to remove unwanted primary and secondary packaging in store and leave it for recycling. This means that food remains protected through the supply chain but offers the customer the option to recycle before they take the item home.

In addition, from today, Sainsbury's will remove plastic packaging from sweetheart and savoy cabbages, cutting a further 100 tonnes of plastic packaging over the next year, as part of a drive to significantly reduce plastic packaging.

Sainsbury's has previously implemented measures that are already leading to a reduction of 8,101 tonnes of non-recyclable plastic and use of "virgin plastic" every year. Over the next twelve months, Sainsbury's will remove a further 1280 tonnes of plastic from products and ensure all plastic packaging is reusable, recyclable or compostable by 2025.

Sainsbury's four-point plan for cutting plastic use falls under the four headings of remove, reduce, replace and recycle.

For the first time Sainsbury's is setting out in detail where plastic is being completely removed, where plastic is being reduced and where non-recyclable plastic is being replaced with recyclable alternatives.

Greenpeace says we have pledged to reduce plastic by 77 tonnes and, in fact, we will reduce plastic by well over 2,400 tonnes in the next 12 months alone. For Sainsbury's branded products, 67% of the plastic that we use is widely recyclable and 100% will be widely recyclable packaging by 2025. We have ambitious targets to continue to reduce plastic across our product range.

Greenpeace says Sainsbury's has pledged to reduce plastic by just 77 tonnes; in fact this refers to just one initiative removing 77 tonnes of plastic from greetings cards

We have pledged to remove plastic from the following:

175 tonnes – reducing plastic content from water bottles

5 tonnes – switching plastic trays to wooden on plants and flowers

65 tonnes – ready meals

50 tonnes - removed plastic stems from cotton buds, replacing them with a biodegradable option

37 tonnes – removed plastic straws



131 tonnes – removing plastic bags from organic bananas; cauliflowers, easy peelers, brassicas and tomatoes

77 tonnes – removing plastic sleeve from greetings cards

55 tonnes – reducing thickness of clothing bags on underwear and shirts and removing plastic sleeves from slippers

1000 tonnes – removing plastic sleeves from clothing

800 tonnes – reusing and recycling clothing hangers

14 tonnes – removing plastic cups and cutlery from all offices

12 tonnes – reducing weight of olive oil bottles

61 tonnes – changes to poultry packaging

TOTAL = 2,482 tonnes

From 24th April, we will offer 25p off hot drinks across all of our cafes when a customer brings a re-usable cup. We also encourage customers to bring in Tupperware containers to our counters.

Greenpeace released a report in November 2018 ranking grocers in terms of current plastic usage. In this report,

Greenpeace ranked Sainsbury's 3rd out of 10 for tonnage of plastic packaging per market share and 3rd out of 10 for plastic that is widely recyclable.

I've popped a copy of your email to our Trading Team. They'll be able to keep your comments in mind when they are redesigning the packaging.

Thanks for taking the time to get in touch.

Kind regards,

Claire | Sainsbury's Careline  
Sainsbury's Supermarkets Ltd | 33 Holborn, London | EC1N 2HT  
[customer.service@sainsburys.co.uk](mailto:customer.service@sainsburys.co.uk) | 0800 636 262  
[twitter.com/sainsburys](https://twitter.com/sainsburys) | [facebook.com/sainsburys](https://facebook.com/sainsburys)

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Sainsbury's Supermarkets Ltd (3261722 England)  
Registered Offices: 33 Holborn, London, EC1N 2HT

Sainsbury's Argos is a trading name of both:

- 1) Argos Limited, Registered office: 489-499 Avebury Boulevard, Milton Keynes, United Kingdom, MK9 2NW, registered number: 01081551 (England and Wales); and
- 2) Sainsbury's Supermarkets Limited, Registered office: 33 Holborn, London, EC1N 2HT, registered number: 03261722 (England and Wales).

All companies listed above are subsidiaries of J Sainsbury plc (185647).





<b>Subject:</b>	Update on Motion: Support for Roads Infrastructure in Scotland
<b>Date:</b>	21st June, 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Jim Hanna, Senior Democratic Services Officer

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	To consider a response which has been received from Mr. Michael Matheson MSP, Cabinet Secretary for Transport, Infrastructure and Connectivity, in relation to the Council's motion on Support for Roads Infrastructure in Scotland.
<b>2.0</b>	<b>Recommendation</b>
2.1	The Committee is asked to <ul style="list-style-type: none"> <li>Note the response and take any such action as may be determined.</li> </ul>
<b>3.0</b>	<b>Main Report</b>
	<b><u>Key Issues</u></b>
3.1	The Council, at its meeting on 4th March, passed the following motion on Support for Roads Infrastructure in Scotland, which had been proposed by Alderman Kingston and seconded by former Reynolds:

	<p><i>“This Council:</i></p> <ul style="list-style-type: none"> <li><i>— Recognises the long-standing cultural and economic ties between Northern Ireland and Scotland, and that fundamental to increasing the benefit to Belfast from this connection is the need to improve transport connections between Scotland and Northern Ireland;</i></li> </ul>
3.2	<ul style="list-style-type: none"> <li><i>— Welcomes that the ferry services between Cairnryan and Belfast, by Stena Line, 6 times per day, and between Cairnryan and Larne, by P&amp;O, 7 times per day, are among the busiest services in the UK and represent a strong opportunity for economic and tourism growth;</i></li> </ul>
3.3	<ul style="list-style-type: none"> <li><i>however, the inadequate transport infrastructure beyond the ferry terminals at Cairnryan is inhibiting that growth and require investment to bring them up to standard;</i></li> </ul>
3.4	<ul style="list-style-type: none"> <li><i>— Supports the campaign in Ayrshire and Dumfries and Galloway for investment in the roads infrastructure - along the A77 towards Glasgow/central Scotland and along the A75 towards the Scotland/England border, which are both predominantly single carriageway routes and pass through a number of small towns and villages – and in the rail infrastructure along the same routes, and agrees to write to the Scottish Government in support of calls for a long-term programme of such investment in the transport infrastructure of South West Scotland.”</i></li> </ul>
3.5	<p>A Letter was forwarded subsequently to the Scottish First Minister in relation to the motion and a response (copy attached) has been received from Mr. Michael Matheson MSP, Cabinet Secretary for Transport, Infrastructure and Connectivity</p>
3.6	<p>In his response, Mr. Matheson indicates that Transport Scotland have been taking forward the South West Scotland Transport Study, which has a particular focus on access to the ports at Cairnryan. The draft findings of that are due to be published soon and the public and interested parties can provide comments before the final report is published.</p>
3.7	<p>In addition, he points out that Scotland’s National Transport Strategy is currently being reviewed. The Review will work on a draft strategy, which will provide a further opportunity to engage on connectivity between, Scotland Northern Ireland and England.</p>

3.8	<p>In conclusion, Mar Matheson thanked the Council for its interest and has asked officials at Transport Scotland to consider the points it has made in the South West of Scotland Transport Strategy.</p> <p><b><u>Financial and Resource Implications</u></b></p>
3.9	<p>None</p> <p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p>
3.10	<p>None</p>
<b>4.0</b>	<b>Appendices - Documents Attached</b>
	<p>Appendix 1 - Response from Mr. Michael Matheson MSP, Cabinet Secretary for Transport, Infrastructure and Connectivity.</p>

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T: 0300 244 4000  
E: [scottish.ministers@gov.scot](mailto:scottish.ministers@gov.scot)

Mrs Sara Steele  
Chief Executive's Department  
Belfast City Council  
City Hall  
BELFAST  
BT1 5GS  
[democraticservices@belfastcity.gov.uk](mailto:democraticservices@belfastcity.gov.uk) (by email)

Our ref: 2019/0009139  
1<sup>st</sup> May 2019

Dear Ms Steele,

Thank you for your letter of 15 March, to the First Minister of Scotland, Nicola Sturgeon MSP, regarding existing road and railway connections to Cairnryan and Stranraer. I am responding as the leading minister for transport.

I would like to take this opportunity to thank Belfast City Council for engaging with the Scottish Government on this issue. I welcome the major investment Stena Line and P&O have made in their respective routes between Northern Ireland and Scotland in recent years and acknowledge their on-going commitment to the routes.

You may be aware that Transport Scotland have been taking forward the South West Scotland Transport Study, in line with Scottish Transport Appraisal Guidance (STAG). The draft emerging findings from this work are expected to be published on Transport Scotland's website shortly. This work has been undertaken with a particular focus on access to the ports at Cairnryan. Publication of the draft study report will offer an opportunity for stakeholders, the public, and anyone with an interest in transport in South West Scotland to review and provide comments before the final report is published later this year.

Extensive stakeholder engagement and data gathering have been undertaken in the study area to develop a detailed understanding of the issues and opportunities facing South West Scotland's strategic transport links across all modes. The corridors including the A75 and A77 and railway linking the ports at Cairnryan to surrounding markets have, as to be expected, featured prominently in this work.

Scottish Ministers, special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot)

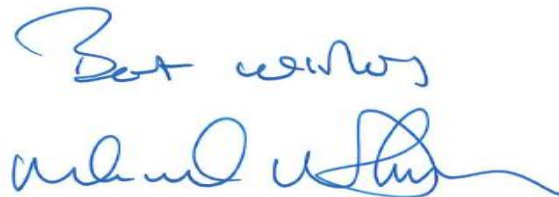


The recommendations will set out potential transport interventions and will inform the Strategic Transport Projects Review (STRP2). This national multi-modal appraisal will be delivered during the lifetime of the current Scottish Parliament and will identify potential transport investment as part of a Scotland wide appraisal of strategic transport options for the next 20 years.

The Council may also be interested to hear that Scotland's National Transport Strategy (NTS2) is currently being reviewed. The new Strategy will set out a compelling vision for the kind of transport system we want for Scotland over the next 20 years. Our approach to the review is focused on collaborative working with our partners, developing a robust evidence base and engaging with stakeholders and citizens across Scotland to give them a greater say in the development of transport policy.

The Review will work towards a public consultation on a draft strategy, which is a further opportunity to engage on connectivity between Scotland, Northern Ireland, and England. The consultation will be opening in summer 2019 and we will be publishing the successor strategy by the end of 2019.

I would like to thank the Belfast City Council their interest and have asked my officials at Transport Scotland to consider the points you have made in the South West of Scotland Transport Study.



**MICHAEL MATHESON**

Scottish Ministers, special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot)





<b>Subject:</b>	Notice of Motion to fly the Rainbow Flag on Pride Day 3 August 2019
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	John Walsh, City Solicitor/Director of Legal & Civic Services
<b>Contact Officer:</b>	Lorraine Dennis, Equality & Diversity Officer

## Restricted Reports

Is this report restricted?

Yes ☐ No ☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes ☒ No ☐

<b>1.0</b>	<b>Purpose of report or summary of main issues</b>
1.1	The screening attached at Appendix 1 is provided in response to a request from Strategic Policy & Resources Committee on 22 March 2019, when the Committee agreed to a notice of motion 'to fly the rainbow flag over the City Hall on 3rd August, 2019, subject to an equality screening being undertaken'. In light of the screening you are asked to consider if you wish to affirm the decision previously made.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The screening identified a minor positive impact on the promotion of equality of opportunity and a minor negative impact on the promotion of good relations. The screening should be considered in:</p> <ul style="list-style-type: none"> <li>Making a final decision on the notice of motion.</li> </ul>

	<ul style="list-style-type: none"> <li>The content and appropriateness of a communications campaign to highlight the work undertaken in City Hall, including the exhibition and stain glass windows which represents diverse backgrounds in Belfast, and the recently opened changing places facility, to be promoted as symbols of the city of Belfast, which aims to be welcoming, safe, fair and inclusive for all. Raising awareness of the of the Council's approach to an inclusive and diverse society may counter any perceived negative impact.</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	<p>A Notice of Motion was agreed at Strategic Policy &amp; Resources Committee on Friday 22 March to fly the Rainbow Flag on Saturday 3 August 2019 (Pride Day), the decision is outlined below. The decision was subsequently amended at the Council's meeting 1 April 2019, with the removal of the statement in brackets.</p> <p>The Committee agreed to the motion and to fly the rainbow flag over the City Hall on 3rd August, 2019, subject to an equality screening being undertaken and to a report being submitted to the Committee on those dates that are included [in the illuminate programme] where there is a festival or celebration also held in the city and how they could receive dual recognition of a flag and illumination of the building.</p>
3.2	<p>The scope of the screening and this report is the agreement to fly the rainbow flag over the City Hall on 3 August, 2019. The report requested on dual recognition of a flag and illumination of the building will be submitted at a later date.</p>
	<u>Key Issues</u>
3.3	<p>The stated aims of the Notice of Motion were:</p> <p>This Council recognises and values the huge contribution our LGBTQ+ Citizens make to the city of Belfast and beyond. As a statement of our solidarity with our LGBTQ+ citizens and community, and building on the progressive moves of the council to support Belfast Pride and illuminate the City Hall in the colours of the Pride Rainbow; the council agrees to continue this support, and, as a further demonstration of our solidarity, agrees to fly the rainbow flag over the City Hall from dawn to dusk on Saturday 3rd August 2019 to coincide with the annual Pride parade.</p>
3.4	<p>Any action by the Council to demonstrate support for Pride Day through the flying of the rainbow flag would contribute to these objectives.</p>



3.5	A broad scope of information was considered in the equality screening including seeking advice on the legal implications of the Notice of Motion in an equality and good relations context.
3.6	Information is extracted from the legal opinion in the attached screening, a full copy of the legal opinion is available on request.
	<u>Screening questions</u>
3.7	A summary of the analysis undertaken in each of the four screening questions for the purpose of Section 75
3.8	<p>i. Q: What is the likely impact of equality of opportunity for those affected by this policy/proposal, for each of the Section 75 equality categories?</p> <p>A: The information gathered, both qualitative and quantitative, demonstrates the complexity of some of the issues relating to protected characteristics listed under Section 75.</p> <p>Whilst the flying of the rainbow flag on Pride Day would most obviously have a positive impact on those from an LGBT+ background, it is recognised that many people do not identify with one protected characteristic at the exclusion of another. The information presented demonstrates the correlations between sexual orientation, gender and religion, both positive and negative.</p> <p>Minor positive impact identified.</p>
3.9	<p>ii. Q: Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?</p> <p>A: The information gathered, both qualitative and quantitative, demonstrates the inter-relationships between the protected characteristics listed under Section 75. No specific opportunities to better promote equality of opportunity for one particular group has been identified.</p>

3.10	<p>However, it is important for the work undertaken in City Hall, including the exhibition and stain glass windows which represents diverse backgrounds in Belfast, and the recently opened changing places facility, to be promoted as symbols of the city of Belfast, which aims to be welcoming, safe, fair and inclusive for all.</p> <p>iii. Q: To what extent is the policy/proposal likely to impact on good relations between people of different religious belief, political opinion or racial group?</p> <p>A: Good relations issues are conventionally understood to be between the two main communities in Belfast - Protestant / Unionist / Loyalist and Catholic / Nationalist / Republican, including those from different racial backgrounds. Equality Commission for Northern Ireland did not consider the policy to be relevant to good relations. Community Relations Council did not provide an opinion as they considered the matter to lie outside their remit.</p> <p>Receipt of the complaint on 22 March, the same day as the notice of motion was agreed, from a constituent of Titanic DEA, may provide an indication of a perceived adverse impact on those who do not support the LGBT+ community. The complainant states that as a result of flying the Pride flag, City Hall will not be “a welcoming place for everyone, especially people like myself who are Christians and believe that Homosexuality is not right.” The complainant states that “Belfast City Council are clearly taking sides on a political argument and therefore City Hall will not be a ‘neutral’ building.”</p> <p>In contrast the group Christians at Pride exists to provide a joyful, loving, inclusive Christian presence at Pride festivals in London and elsewhere in the UK, including Belfast, as noted through our internal staff network. Their website notes: ‘Whether you’re young or old, catholic or evangelical, lesbian, gay, bi, trans, asexual, or straight, you’d be so welcome to come and join us. Supportive friends, allies, family members and church leaders all very welcome too’.</p> <p>It is recognised that attitudes towards Pride differ and a minor negative impact is identified.</p>
3.11	<p>iv. Q: Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?</p>

	<p>A: The Council ensures, as far as reasonably possible, that there is a balance between events which are of relevance to the two main communities.</p> <p>Raising awareness of the of the Council's approach to an inclusive and diverse society may counter any perceived negative impact.</p>
3.12	<p>In addition to the screening undertaken, the Committee may be minded to consider the matter of precedent. The legal opinion comments 'the decision of 9<sup>th</sup> August 2013 in relation to the Armed Forces flag is notable because it represents the only occasion, following the Council's decision on the Union Flag in December 2012, where the Council has agreed to fly a flag other than the Union Flag. It is also notable in that it provides for a flag to be flown for a purpose other than to mark the constitutional status of the city.</p>
3.13	<p>Thus the flying of the Armed Forces flag demonstrates an occasion where a flag has been flown at City Hall to "show support" for a community and coincide with an organised festival/celebration'.</p>
3.14	<p>In concluding the legal opinion notes 'it is my view that the flying of the Pride flag on one day in 2019, to coincide with the Pride festival, which is stated to be one of the biggest in the city, is unlikely to be subject to successful challenge by judicial review or indeed by a complaint to the Fair Employment Tribunal. That is of course provided that the Council properly assess the potential impact on Section.75 categories through screening, and EQIA if screening concludes that is necessary.'</p>
3.15	<p><u>Financial &amp; Resource Implications</u></p> <p>Costs for the flag will be met from existing budgets.</p>
3.16	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>The screening undertaken demonstrates due regard to the promotion of equality of opportunity and regard to the promotion of good relations.</p> <p>A minor positive impact on the promotion of equality of opportunity was identified. A minor negative impact on the promotion of good relations was identified.</p> <p>There are no rural needs impacts.</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1: Screening report on agreement to fly the rainbow flag



# Equality Screening Template



The Council has a statutory duty to screen. This includes our strategies, plans, policies, legislative developments; and new ways of working such as the introduction, change or end of an existing service, grant funding arrangement or facility. This screening template is designed to help departments consider the likely equality impacts of their proposed decisions on different groups of customers, service users, staff and visitors.

Before carrying out an equality screening exercise it is important that you have received the necessary training first. To find out about the training needed or any other queries on screening, contact the Equality and Diversity Officers Stella Gilmartin or Lorraine Dennis on extension 6026/6027 or by email [equality@belfastcity.gov.uk](mailto:equality@belfastcity.gov.uk)

The accompanying **Screening Guidance** note provides straightforward advice on how to carry out equality screening exercises. Detailed information about the Section 75 equality duties and what they mean in practice is available on the Equality Commission's website<sup>1</sup>.

The screening template has 4 sections to complete. These are:

**Section A** - provides details about the policy / decision that is being screened

**Section B** – gives information on the consultation process, supporting evidence gathered and has 4 key questions outlining the likely impacts on all equality groups.

**Section C** - has 4 key questions in relation to obligations under the Disability Discrimination Order

**Section D** - is the formal record of the screening decision.

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<sup>1</sup> <http://www.equalityni.org/archive/pdf/S75GuideforPublicAuthoritiesApril2010.pdf>

## **Section A**

### **Details about the policy / decision to be screened**

#### **1. Title of policy / decision to be screened:-**

Flying of the Rainbow Flag on Pride Day - Saturday 3 August 2019

#### **2. Brief description of policy / decision to be screened:-**

*(Explain - Is this a new, revised or existing policy? Are there financial / legislative / procurement implications?)*

A Notice of Motion was agreed at Strategic Policy & Resources Committee on Friday 22nd March to fly the Rainbow Flag on Saturday 3 August 2019 (Pride Day), the decision is outlined below. The decision was subsequently amended at the Council's meeting 1 April 2019, with the removal of the statement in brackets.

The Committee agreed to the motion and to fly the rainbow flag over the City Hall on 3rd August, 2019, subject to an equality screening being undertaken and to a report being submitted to the Committee on those dates that are included [in the illuminate programme] where there is a festival or celebration also held in the city and how they could receive dual recognition of a flag and illumination of the building.

The scope of this screening is the agreement to fly the rainbow flag over the City Hall on 3rd August, 2019.

#### **3. Aims and objectives of the policy / decision to be screened:-**

The stated aims of the Notice of Motion were:

This Council recognises and values the huge contribution our LGBTQ+ Citizens make to the city of Belfast and beyond. As a statement of our solidarity with our LGBTQ+ citizens and community, and building on the progressive moves of the council to support Belfast Pride and illuminate the City Hall in the colours of the Pride Rainbow; the council agrees to continue this support, and, as a further demonstration of our solidarity, agrees to fly the rainbow flag over the City Hall from dawn to dusk on Saturday 3rd August 2019 to coincide with the annual Pride parade.

Any action by the Council to demonstrate support for Pride Day through the flying of the rainbow flag would contribute to these objectives.

(NB: The multi-coloured rainbow flag can be referred to in different ways including the rainbow flag or the Pride flag).

#### **4. On whom will the policy / decision impact?**

*Consider the internal and external impacts (both actual or potential) and explain:-*

Staff	YES
Service users	YES
Other public sector organizations	YES
Voluntary / community groups / trade unions	YES
Others, please specify	NO

The flying of the rainbow flag may have an impact on different user groups stated above.

#### **5. Are there linkages to other Agencies/ Departments?**

The flying of flags and demonstrations of support from different identity groups impact on different agencies and departments, including local and central government.

## **Section B**

**Information on the consultation process, supporting evidence gathered and has 4 key questions outlining the likely impacts for equality and good relations**

### **6. Outline consultation process planned or achieved**

Within the given timeframe consultation with key stakeholders was undertaken to inform the assessment on paying due regard to the promotion of equality of opportunity and regard to the promotion of good relations. Information from previous consultations, including the *City Hall: promoting a Good and Harmonious Environment* and *Flying of the Union Flag* were utilised. A summary is outlined below.

- Consultation with the Equality Commission for Northern Ireland provided information in line with previously stated positions in their guidance notes, including:
  - Promoting a *Good and Harmonious Working Environment* (2009)
  - Equality Commission advice on Good Relations in Local Councils (2015)
  - Guidance Note on Section 75, Northern Ireland Act 1998 and Section 49A, Disability Discrimination Act 1995 (2015)
- Community Relations Council considered the policy to be outside of the good relations grounds and therefore did not provide a response.
- A meeting was held with the Council network for LGBT+ staff and allies.
- A legal opinion was provided encompassing previous legal opinions back to 2002



## 7. Available evidence

*What evidence / information (both qualitative and quantitative) have you gathered to inform this policy? Set out all evidence below to help inform your screening assessment.*

*It is important to record information gathered from a variety of sources such as: monitoring information; complaints; research surveys; consultation exercises from other public authorities.*

Section 75 category	Details of evidence/information and engagement																
Religious belief	<p>In terms of religion or religion brought up in, the 2011 Census indicates that 48.8% of Belfast City residents are from a Catholic community background and 42.3% from a Protestant community background.</p> <p>Christianity remains the main religion, with religious diversity reflected through Hindu, Sikh, Muslim, Buddhist and Jewish communities.</p> <p>On 22 March, the same day as the notice of motion was agreed, the Council received a complaint from a constituent of Titanic DEA. The complainant states that as a result of flying the Pride flag, City Hall will not be “a welcoming place for everyone, especially people like myself who are Christians and believe that Homosexuality is not right.” The complainant states that “Belfast City Council are clearly taking sides on a political argument and therefore City Hall will not be a ‘neutral’ building.”</p> <p>Christians at Pride exists to provide a joyful, loving, inclusive Christian presence at Pride festivals in London and elsewhere in the UK, including Belfast, as noted through our internal staff network. Their website notes: ‘Whether you’re young or old, catholic or evangelical, lesbian, gay, bi, trans, asexual, or straight, you’d be so welcome to come and join us. Supportive friends, allies, family members and church leaders all very welcome too’.</p> <p>In the context of Northern Ireland there are correlations between political, religious and racial background.</p>																
Political opinion	<p>The table below shows the number of Councillors elected per party in the Local Government Elections of May 2019</p> <table data-bbox="331 1547 1525 1868"> <tr> <td>Alliance Party</td><td>10</td></tr> <tr> <td>Democratic Unionist Party – D.U.P.</td><td>15</td></tr> <tr> <td>Green Party Northern Ireland</td><td>4</td></tr> <tr> <td>People Before Profit Alliance</td><td>3</td></tr> <tr> <td>Progressive Unionist Party of Northern Ireland</td><td>2</td></tr> <tr> <td>Social Democratic and Labour Party - SDLP</td><td>6</td></tr> <tr> <td>Sinn Féin</td><td>18</td></tr> <tr> <td>Ulster Unionist Party - UUP</td><td>2</td></tr> </table> <p>In the context of Northern Ireland there are correlations between political, religious and racial background. Reports including ‘Flags towards a New Understanding’ (Bryan and Nolan, Institute of Irish Studies, 2016) and ‘Sectarianism in Northern Ireland: A Review’ (Morrow et al, 2018) demonstrate the depth of complexity of political opinion and how it impacts on everyday life.</p>	Alliance Party	10	Democratic Unionist Party – D.U.P.	15	Green Party Northern Ireland	4	People Before Profit Alliance	3	Progressive Unionist Party of Northern Ireland	2	Social Democratic and Labour Party - SDLP	6	Sinn Féin	18	Ulster Unionist Party - UUP	2
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Sinn Féin	18																
Ulster Unionist Party - UUP	2																

	<p>The most salient points from the legal opinion in relation to political opinion are extracted below:</p> <ul style="list-style-type: none"> <li>• The flying of flags at local government buildings is left to the discretion of the local authority as it is not regulated by legislation- the Flags (NI) Order 2000 and Flags Regulations (NI) 2000. [para 4].</li> <li>• The flying of flags at City Hall is a politically sensitive matter. On 3rd December 2012 the Council agreed to adopt a policy of flying the Union Flag at City hall on designated days only. The policy follows the designated days set out by the Department for Digital, Culture, Media and Sport. That decision was an emotive one for the Protestant/Unionist/Loyalist community. Weekly processions and protests ensued in the city, often resulting in civil disorder. Whilst protests against that decision have become less frequent, I understand that minor protests do still take place. [para 5]</li> <li>• The Council does not have a policy which deals specifically with the flying of other flags, that is to say, flags other than the Union Flag. The policy in that respect is that requests to fly a flag are considered by the Strategic Policy and Resources Committee on a case by case basis. Decisions of the Committee are subject to ratification by the full Council. [para 6]</li> <li>• In addition to the Union Flag, the Council also flies other flags on specified days: i) the Commonwealth flag on Commonwealth Day, ii) the Cross of St Patrick on St Patrick's Day, and ii) the European flag on Europe Day. The flying of these flags is provided for in the DCMS list of designated days. The Red Ensign of the Merchant Navy is also flown at City Hall annually on 3rd September (Merchant Navy Day). This was approved by the Policy and Resources Committee on 17th August 2001. The Armed Forces flag is flown annually on 6 days in the last week in June to coincide with Armed Forces Day. That decision was made by the Council on 9th August 2013. In all these cases, the flag is flown on the lower flag pole. [para 7]</li> <li>• The decision of 9th August 2013 in relation to the Armed Forces flag is notable because it represents the only occasion, following the Council's decision on the Union Flag in December 2012, where the Council has agreed to fly a flag other than the Union Flag.* It is also notable in that it provides for a flag to be flown for a purpose other than to mark the constitutional status of the city. I am provided with the Equality Screening report which was prepared to inform that decision. It concluded that there would be no major impact on S.75 categories and the policy was screened out without the need for an EQIA. Notably, the report observed the objectives of Armed Forces Day to be to: <ul style="list-style-type: none"> <li>○ <i>“raise public awareness of the contribution made to our country by those who serve and have served in Her Majesty's Armed Forces;</i></li> <li>○ <i>give the nation an opportunity to show support for the men and women who make up the Armed Forces community (including currently serving troops, service families, veterans and cadets)”</i> [para 8]</li> </ul> </li> <li>• Thus the flying of the Armed Forces flag demonstrates an occasion where a flag has been flown at City Hall to “show support” for a community and coincide with an organised festival/celebration. [para 9]</li> </ul> <p>*A decision to fly the European Flag in support of European Heritage Open Days in September each year was made by delegated authority.</p>
Racial group	<p>According to Census 2011, 96.7% of Belfast's population is white. Just over 3% of the Belfast population are from an ethnic background. As is the case in NI, the largest minority ethnic groups in Belfast are the Chinese (0.7%), Indian (0.7%) and Asian (0.6%) communities. The proportion of ethnic groups from a non-white background has increased in Belfast since the 2001 census (1.4%).</p>

	<p>While 95% of Belfast's population (aged 3+years) have English as their main language, recent years have seen an increase in the number of migrants to the region and city, with 1.4% of those aged 3+years stating other as their main language and 1.2% of those aged 3+years having Polish as their main language.</p> <p>In the context of Northern Ireland there are correlations between political, religious and racial background. For example in relation to national identity many Protestants identify as British and many Catholics identify as Irish. However, this is a complex correlation, as significant research into identity and race such as the Northern Ireland Life and Times Survey, demonstrates.</p>
Age	<p>Belfast has a lower percentage of young people (aged under 16 years) and a lower percentage of older people (aged 60 years and over) than the NI average. In 2011/6, 19.8% of Belfast residents were under 16 years (compared with 20.9% in NI as a whole) and 19.6% were aged 60 and over (compared with 21.5% in NI as a whole). The Belfast Agenda and Local Development Plan ambitions are putting programmes in place to support the growth of the city's population, by an extra 66,000 people by 2035.</p>
Marital status	<p>A relatively high percentage of residents are single at 45% compared with the NI average of 36.1%. There is also a higher percentage of those who are separated and divorced (11.5%), compared with the NI level of 9.4%. Belfast also has a higher proportion of residents who are in a same sex civil partnership at 0.13%, compared to 0.09% regionally. There are fewer married people at 35.6% compared with the NI average of 47.6%</p> <p>Currently in Northern Ireland the issue of marriage equality is divisive with same-sex marriage not legally recognised. Legal opinion para 20 demonstrates the inter-woven nature of marital status with sexual orientation and political opinion:</p> <p>'The duty under Section 75(1) to promote equality of opportunity between persons of different sexual orientation is obviously engaged in these circumstances. It should be noted that so too is the need to promote equality of opportunity between persons of different political opinions. In <u>McKay v Northern Ireland Public Service Alliance</u> [1994] NI 103, a political opinion was defined as "<i>an opinion relating to the policy of government and matters touching the government of the state</i>" (Kelly LJ at p 117). In <u>Lee v Asher's Baking Company Ltd</u> [2018] UKSC 49, the Supreme Court accepted that support for gay marriage is a political opinion for the purpose of FETO. Equality rights for the LGBTQ+ community is inextricably associated with the Pride festival. This is evident from the complaint by the Titanic DEA constituent dated 22<sup>nd</sup> March 2019 which states that, in agreeing to fly the Pride flag, the Council is "<i>clearly taking sides on a political argument...</i>" Equality rights are political issues. It is therefore necessary to assess the impact of the flying of the Pride flag within this context.'</p>
Sexual orientation	<p>In addition to the Notice of Motion as outlined above a request was also received from the Chair of the Belfast Pride Festival, requesting the flying of the Pride flag:</p> <p>'For Belfast Pride 2019, we will have part of the original mile long Pride flag designed by artist Gilbert Baker for the 25th anniversary of Stonewall, marked at New York Pride in 1994. We believe that the Pride flag flying from City Hall on Pride Day would complement this historic Pride flag leading the parade, further enhance what is now one the key city events and will be a further sign that Belfast is becoming the modern, progressive European city that the citizens of the city want it to be.'</p> <p>Information on sexual orientation has not previously been collected in the census in Northern Ireland, however, a question on sexual orientation is under consideration for inclusion in the 2021 Census, with stakeholder engagement demonstrating there is a strong user need for this information to inform policy development on both service planning and provision; and for monitoring purposes. The information gathered would provide a Northern</p>

	<p>Ireland-wide, definitive, baseline estimate of the population identifying as Straight/Heterosexual, Gay or Lesbian, and Bisexual.</p> <p>Other sources date from 2017/18 include the NI Continuous Household Survey and the NI Northern Ireland Life and Times Survey which estimate 97-98% of the population identify as heterosexual with the remainder responding as gay/lesbian, bi-sexual or don't know.</p> <p>In its final regulatory impact assessment for the Civil Partnership Act 2004, the Department of Trade and Industry offered an estimate for the LGB population of the UK of between 5 and 7%. The Rainbow Project estimates that, on the basis of national and international research, 1 in 10 people in Northern Ireland would not identify as being heterosexual.</p> <p>According to ONS statistics, 2.0% of the UK population identified themselves as lesbian, gay or bisexual (LGB) in 2017. ONS report that 1.2% of the NI population identify themselves as LGB8. The council currently has no data specific to Belfast or its workforce.</p>
Men and women generally	<p>The most recent population estimate from NINIS the estimated population of Belfast Local Government District at 30 June 2017 was 340,220, of which 165,120 (48.5%) were male and 175,100 (51.5%) were female.</p> <p>The publication of the <i>Trans Data Position Paper</i> by the Office of National Statistics in 2009 highlighted that the trans community, trans identities and gender identity matters have become more visible in society. There remains significant gaps in statistical data.</p> <p>Stonewall's current monitoring guide 'Do Ask, Do Tell: Capturing data on sexual orientation and gender identity globally' is aimed at monitoring employees and identifies key challenges on collecting data, including safety and appropriateness.</p> <p>The correlation between gender and sexual orientation is complex with not all stakeholders agreeing on their assimilation under the banner of 'LGBT'. The transgender community readily identify with the blue, pink and white flag.</p>
Disability	<p>The Census 2011 showed that 23.5% of Belfast residents has a long term health problem or disability that limits their daily activities or the work they can do, compared with the NI average of 20.3%.</p>
Dependents	<p>30.4% of households in Belfast include dependant children, compared with the NI average of 36.5%. 12.1% of households in Belfast consist of a lone parent and a dependant child or children, compared with the NI average of 9.1%.</p> <p>At the time of the Census, 12.3% of people stated that they provided unpaid care to family, friends, neighbours or others; this is slightly higher than the NI average of 11.8%.</p>

**8. What is the likely impact (indicate if the policy impact is positive or negative) on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? What is the level of impact?**

Section 75 category	Likely impact?	Level of impact? Minor/Major/None
Religious belief	<p>The information gathered, both qualitative and quantitative, demonstrates the complexity of some of the issues relating to protected characteristics listed under Section 75.</p> <p>Whilst the flying of the rainbow flag on Pride Day would most obviously have a positive impact on those from an LGBT+ background, it is recognised that many people do not identify with one protected characteristic at the exclusion of another. The information presented demonstrates the correlations between sexual orientation, gender and religion, both positive and negative.</p>	Minor positive
Political opinion		
Racial group		
Age		
Marital status		
Sexual orientation		
Men and women generally		
Disability		
Dependants		

**9. Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?**

The 2012 EQIA on the flying of the Union flag concluded that there was no evidence to show that the presence of the flag on a permanent basis restricted access to the City Hall or its grounds in any way or prevented anyone from accessing the services and events provided there and that there was therefore no adverse impact on equality of opportunity. In the 2013 screening of the flying of the Armed Forces flag on a small number of days it was also considered not to have any impact on access to the City Hall and therefore on equality of opportunity.

Section 75 category	If Yes, provide details	If No, provide reasons
Religious belief		<p>The information gathered, both qualitative and quantitative, demonstrates the inter-relationships between the protected characteristics listed under Section 75. No specific opportunities to better promote equality of opportunity for one particular group has been identified in relation to this policy.</p> <p>However, it is important for the work undertaken in City Hall, including the exhibition and stain glass windows which represents diverse backgrounds in Belfast, and the recently opened changing places facility, to be promoted as symbols of the city of Belfast, which aims to be welcoming, safe, fair and inclusive for all.</p>
Political opinion		
Racial group		
Age		
Marital status		
Sexual orientation		
Men and women generally		
Disability		
Dependants		

**10. To what extent is the policy likely to impact (positive or negatively) on good relations between people of different religious belief, political opinion or racial group? What is the level of impact?**

Good relations category	Likely impact?	Level of impact? Minor/Major/None
Religious belief	<p>Good relations issues are conventionally understood to be between the two main communities in Belfast - Protestant / Unionist / Loyalist and Catholic / Nationalist / Republican, including those from different racial backgrounds. ECNI did not consider the policy to be relevant to good relations. CRC did not provide an opinion as the matter lay outside their remit.</p> <p>Receipt of the complaint on 22 March, the same day as the notice of motion was agreed, from a constituent of Titanic DEA, may provide an indication of a perceived adverse impact on those who do not support the LGBT+ community. The complainant states that as a result of flying the Pride</p>	Minor negative
Political opinion		
Racial group		

	<p>flag, City Hall will not be “a welcoming place for everyone, especially people like myself who are Christians and believe that Homosexuality is not right.” The complainant states that “Belfast City Council are clearly taking sides on a political argument and therefore City Hall will not be a ‘neutral’ building.”</p> <p>In contrast the group Christians at Pride exists to provide a joyful, loving, inclusive Christian presence at Pride festivals in London and elsewhere in the UK, including Belfast, as noted through our internal staff network. Their website notes: ‘Whether you’re young or old, catholic or evangelical, lesbian, gay, bi, trans, asexual, or straight, you’d be so welcome to come and join us. Supportive friends, allies, family members and church leaders all very welcome too’.</p> <p>It is recognised that attitudes towards Pride differ.</p>	
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**11. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?**

Good relations category	If Yes, provide details	If No, provide reasons
Religious belief	<p>The Council ensures, as far as reasonably possible, that there is a balance between events which are of relevance to the two main communities.</p> <p>Raising awareness of the of the Council’s approach to an inclusive and diverse society may counter any perceived negative impact.</p>	
Political opinion		
Racial group		

## Section C

Belfast City Council also has legislative obligations to meet under the **Disability Discrimination Order** and Questions 12-13 relate to these two areas.

### Consideration of Disability Duties

**12. Does this proposed policy / decision provide an opportunity for the Council to better promote positive attitudes towards disabled people?**

*Explain your assessment in full*

There are no opportunities within this current policy to better promote positive attitudes towards disabled people.

**13. Does this proposed policy / decision provide an opportunity to actively increase the participation by disabled people in public life?**

*Explain your assessment in full*

There are no opportunities within this current policy to actively increase the participation by disabled people in public life.

**14. Multiple Identities**

**Provide details of data on the impact of the policy with multiple identities**

The information gathered, both qualitative and quantitative, demonstrates the complexity of some of the issues relating to protected characteristics listed under Section 75.

**15. Monitoring Arrangements**

*Section 75 places a requirement the Council to have equality monitoring arrangements in place in order to assess the impact of policies and services etc; and to help identify barriers to fair participation and to better promote equality of opportunity.*

*Outline what data you will collect in the future in order to monitor the impact of this policy / decision on equality, good relations and disability duties.*

<b>Equality</b>	<b>Good Relations</b>	<b>Disability Duties</b>
Comments and complaints from various groups.	Comments and complaints from various groups.	N/A



## Section D

### Formal Record of Screening Decision

<b>Title of Proposed Policy / Decision being screened</b>
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Flying of the Rainbow Flag on Pride Day - Saturday 3 August 2019
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I can confirm that the proposed policy / decision has been screened for –

x	equality of opportunity and good relations
x	disabilities duties

On the basis of the answers to the screening questions, I recommend that this policy / decision is – *(place an X in the appropriate box below)*

	<b>*<u>Screened In</u></b> – Necessary to conduct a full EQIA
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	<b>*<u>Screened Out</u></b> – No EQIA necessary (no impacts) Provide a brief note here to explain how this decision was reached:
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x	<b>* <u>Screened Out -</u> Mitigating Actions (minor impacts)</b> <ul style="list-style-type: none"><li>• Provide a brief note here to explain how this decision was reached:</li><li>• Explain what mitigating actions and / or policy changes will now be introduced:</li></ul> <p>The Council ensures, as far as reasonably possible, that there is a between events which are of relevance to the two main communities.</p> <p>Raising awareness of the of the Council's approach to an inclusive and diverse society may counter any perceived negative impact.</p>
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## **Formal Record of Screening Decision** *(cont)*

### **Screening assessment completed by (Officer level) -**

Name: Lorraine Dennis

Date: 10.6.19

Department : Legal and Civic Services

### **Screening decision approved by -**

Name: John Walsh

Date: 10.6.19

Department:

Legal and Civic Services

Please save the final version of the completed screening form and forward to the Equality and Diversity Officer – [equality@belfastcity.gov.uk](mailto:equality@belfastcity.gov.uk). The screening form will be placed on the BCC website and a link provided to the Council's Section 75 consultees.

For more information about equality screening contact –

**Stella Gilmartin / Lorraine Dennis**  
**Equality & Diversity Officer (*job-share*)**  
**Belfast City Council**  
**City Hall**  
**Belfast**  
**BT1 5GS**  
**Telephone: 028 9027 0511**  
**[equality@belfastcity.gov.uk](mailto:equality@belfastcity.gov.uk)**

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<b>Subject:</b>	Overview of the Strategic Policy and Resources Committee – roles and responsibilities
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	John Walsh, City Solicitor / Director of Legal & Civic Services
<b>Contact Officer:</b>	Russell Connelly, Policy, Research and Compliance Officer

## Restricted Reports

Is this report restricted?

Yes

☐

No

☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	The purpose of this report is to provide Members with a summary of the role and responsibilities of the Strategic Policy and Resources Committee.
<b>2.0</b>	<b>Recommendations</b>
2.1	It is recommended that the committee: <ul style="list-style-type: none"> <li>Note the contents of the report for information.</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	<u>Role of the SP&amp;R Committee</u> The Strategic Policy and Resources Committee will be responsible for setting the strategic direction of the Council through the development of its corporate plan and other key corporate and cross cutting strategies and policies. It will also ensure effective use of

	resources and value for money for ratepayers, and oversee the Council's relationship with a number of key agencies and partners.
3.2	<p><u>Strategic</u></p> <ul style="list-style-type: none"> <li>• Agreeing strategies for effective partnership working with key stakeholders to lead the development of the community plan.</li> <li>• Setting the strategic direction of the council and agreeing its corporate priorities through the development of the corporate plan.</li> <li>• Implementing those corporate priority actions, strategies and programmes as set out in the corporate plan.</li> <li>• Agreeing the Local Development Plan with the Planning Committee.</li> <li>• Managing and monitoring performance against the achievement of the council's objectives including those agreed in the community, corporate and other plans and strategies.</li> <li>• Supporting the development, implementation and monitoring of the Physical Investment Strategy.</li> <li>• Developing and implementing the organisation's Good Relations and Equality Strategies.</li> <li>• In addition, the Strategic Policy and Resources Committee shall have delegated authority for decisions in relation to the Bonfire Management Programme where the Chief Executive, or in her/his absence the Deputy Chief Executive, determine that a decision which would otherwise be taken under an officer's delegated authority requires political direction.</li> </ul>
3.3	<p><u>Financial</u></p> <ul style="list-style-type: none"> <li>• Responding to consultation documents on issues with significant corporate and/or financial implications.</li> <li>• Developing the council's finance strategy and matters relating to its implementation including; revenue and capital financing and borrowing, annual revenue, capital budgets and the rate to be levied.</li> <li>• Setting and approving draft financial estimates of revenue expenditure and income for the next financial year including any financial implications and ensuring they adhere to approved policies.</li> <li>• Monitoring quarterly performance and financial performance reports and year end reports.</li> <li>• Approving all capital and revenue purchases of works, goods or services which exceed or are likely to exceed the statutory amount (currently £30,000) and subject to tender.</li> </ul>

3.4	<p><u>Audit, Governance and Risk</u></p> <ul style="list-style-type: none"> <li>• Overseeing the AGRS Strategy and plan of work to ensure that the Council meets its legislative responsibilities for internal control, risk management and internal audit.</li> <li>• Reviewing reports on the Audit and Risk Panel's findings, conclusions and recommendations concerning the adequacy and effectiveness of the Council's governance, risk management and internal control frameworks; financial reporting arrangements, and internal and external audit functions.</li> <li>• Monitoring reports on the Audit and Risk Panel's performance in relation to the terms of reference and the effectiveness of the Panel in meeting its purpose.</li> <li>• Monitoring the operation of the council Constitution.</li> <li>• Preparing and keeping updated the Standing Orders and instructions for regulating the proceedings of the Council and its Committees.</li> </ul>
3.5	<p><u>Organisational Development</u></p> <ul style="list-style-type: none"> <li>• Developing the Council's organisational development strategy and all matters relating to its implementation including; <ul style="list-style-type: none"> <li>- governance and organisation structures;</li> <li>- organisational improvement initiatives;</li> <li>- member and officer capacity building; and</li> <li>- monitoring organisational performance.</li> </ul> </li> </ul>
3.6	<p><u>Asset Management</u></p> <ul style="list-style-type: none"> <li>• Managing and maintaining the corporate land bank and city assets, including the City Hall.</li> <li>• Developing internal strategies to ensure the smooth running of the Council including; asset management, procurement, grants, human resources, diversity, communications and accommodation.</li> <li>• Dealing with all matters relating to land and buildings owned, rented or proposed to be acquired by the Council, including the land development strategy and review of property holdings in a regularly updated Asset Management Plan.</li> <li>• Making provision for advising all Committees of the Council in respect of valuation and purchases of property and other matters relating thereto.</li> </ul>
3.7	<p><u>Functions</u></p> <p>Overseeing the delivery of the internal council services listed below;  Human Resources; Corporate Communications; Legal Services; Democratic Services;  Corporate Policy and Strategic Planning; Finance and Performance; Digital Services and</p>

	Audit Governance and Risk Services. Property and Projects will also report on Procurement; Contract Management; Programme Management; Estates Unit and Facilities Management. Equality and Good Relations will also be the responsibility of this committee.
3.8	<u>Financial &amp; Resource Implications</u> None.
3.9	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> None.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None





<b>Subject:</b>	Revision of the Council's Scheme of Allowances
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Stephen McCrory, Democratic Services Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To consider an amendment to the Council's Scheme of Allowances to provide for the withholding of allowances to a Member who is disqualified, suspended or partially suspended following an adjudication by the Local Government Commissioner for Standards in relation to a breach of the Northern Ireland Local Government Code of Conduct for Councillors.
<b>2.0</b>	<b>Recommendations</b>
2.1	It is recommended that the Committee: <ul style="list-style-type: none"> <li>1. Approve the amendment to the Scheme of Allowances as set out in the report;</li> </ul>

3.0	<b>Main report</b>
3.1	<u>Key Issues</u>
3.1.1	The Council is required, under the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2012, to publish a Scheme of Allowances, which sets out the allowances, and support services that apply to a Councillor.
3.1.2	The Council's current Scheme does not cover what should happen if a Councillor is disqualified, suspended or partially suspended following an adjudication by the Local Government Commissioner for Standards in relation to a breach of the Northern Ireland Local Government Code of Conduct for Councillors.
3.1.3	The Committee has previously considered reports on this matter and deferred consideration until the Local Government Commissioner for Standards had provided information on her role in the issue. However, the Council has received an addendum to circular LG 23/2016 from the Department for Communities requiring the Council to update its Scheme of Allowances in relation to the payment of basic allowance to provide that:
3.1.4	<b><i>"In circumstances where a councillor is suspended from carrying out the duties of a councillor, in accordance with section 59(5) or section 60(1) of the Local Government Act (Northern Ireland) 2014, the part of the basic allowance payable to the councillor in respect of the period for which the councillor is suspended should be withheld."</i></b>
3.1.5	The addendum also requires the Council to update its Scheme of Allowances, as it applies to Special Responsibility Allowances, to provide that:
3.1.6	<b><i>"In circumstances where a councillor is suspended from carrying out the duties of a councillor, in accordance with section 59(5) or section 60(1) of the Local Government Act (Northern Ireland) 2014, any SRA payable to the councillor in respect of the period for which the councillor is suspended should be withheld."</i></b>
3.1.7	As the Council receives its lawful authority to make any payments from the Department under the Payments to Councillors Regulations, then it must abide by any instructions from the Department in relation to those Regulations.

3.1.8	<p>The advice of the Department for Communities was sought on the practical application of these changes and Mr Jeff Glass from DfC has commented as follows:</p> <p><i>“The basic allowance is not hypothecated to a certain number or level of duties, and it is not related to a certain time commitment by councillors in carrying out their approved duties, it is however payable to councillors for carrying out the role of a councillor. If a councillor is suspended from a particular duty/role but is still carrying out duties as a councillor the basic allowance may still be payable. If a councillor is suspended from carrying out a role that attracts a SRA within the council’s scheme, the council should consider withholding the element of SRA payable for that duty. If a councillor is suspended from carrying out the role of a councillor by the Commissioner for Standards under section 59(5) and as basic allowance is payable for carrying out the role of a councillor then that allowance should be withheld for the relevant period. Similarly, if a councillor is suspended from carrying out the role of the councillor under section 60(1) of the 2014 Act then payment of all allowances should be withheld. If the suspension under section 60(1) is not withheld the council can subsequently consider paying allowances for the period that was originally withheld. It is for each council to seek its own legal opinion on any issues it may have.”</i></p>
3.1.9	<p>Accordingly, in line with the guidance issued in the circular and in line with the advice provided by Mr Glass, the Committee is requested to agree to the amendment to the Scheme of Allowances as follows:</p>
3.1.10	<p><u><i>“Basic Allowance</i></u></p> <p><i>In circumstances where a councillor is wholly suspended from carrying out the duties of a councillor in accordance with section 59(5) of the Local Government Act (NI) 2014, the whole of the basic allowance payable to the councillor in respect of the period for which the councillor is suspended shall be withheld.</i></p> <p><i>In circumstances where a councillor is wholly suspended from carrying out the duties of a councillor in accordance with section 60(1) (Decisions on Interim Reports) of the Local Government Act (NI) 2014, the whole of the basic allowance payable to the councillor in respect of the period for which the councillor is suspended shall be withheld, subject to the provision that the allowance withheld shall be payable to the councillor concerned should</i></p>

3.1.11	<p><i>the final adjudication of the Commissioner for Standards exonerate the councillor concerned.</i></p> <p><i>In circumstances where a councillor is partially suspended from carrying out the duties of a councillor in accordance with section 59(5) or section 60(1) of the Local Government Act (NI) 2014, the basic allowance payable to the councillor in respect of the period for which the councillor is partially suspended shall continue.</i></p> <p><u><i>Special Responsibility Allowance</i></u></p> <p><i>In circumstances where a councillor is wholly suspended from carrying out the duties of a councillor in accordance with section 59(5) of the Local Government Act (NI) 2014, the whole of any special responsibility allowance payable to the councillor in respect of the period for which the councillor is suspended shall be withheld.</i></p> <p><i>In circumstances where a councillor is wholly suspended from carrying out the duties of a councillor in accordance with section 60(1) (Decisions on Interim Reports) of the Local Government Act (NI) 2014, the whole of any special responsibility allowance payable to the councillor in respect of the period for which the councillor is suspended shall be withheld, subject to the provision that the allowance withheld shall be payable to the councillor concerned should the final adjudication of the Commissioner for Standards exonerate the councillor concerned.</i></p> <p><i>In circumstances where a councillor is partially suspended from carrying out the duties of a councillor in accordance with section 59(5) of the Local Government Act (NI) 2014, that part of any special responsibility allowance (to which the partial suspension relates) payable to the councillor in respect of the period for which the councillor is partially suspended shall be withheld.</i></p> <p><i>In circumstances where a councillor is partially suspended from carrying out the duties of a councillor in accordance with section 60(1) (Decisions on Interim Reports) of the Local Government Act (NI) 2014, that part of any special responsibility allowance (to which the partial suspension relates) payable to the councillor in respect of the period for which the councillor is partially suspended shall be withheld, subject to the provision that the allowance withheld shall be payable to the councillor concerned should the final adjudication of the Commissioner for Standards exonerate the councillor concerned.”</i></p>
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3.2	<u>Financial &amp; Resource Implications</u>
3.2.1	There would not be any adverse impact on the Council's budgets. Any individual Councillor who is disqualified, suspended or partially suspended may be affected adversely.
3.3	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.3.1	There are not any Good Relations, Equality or Rural Needs issues associate with this report.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None

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<b>Subject:</b>	Budget and Transformation Panel & Party Leaders' Forum: Refreshed Names and Terms of Reference
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	John Walsh, City Solicitor / Director of Legal & Civic Services
<b>Contact Officer:</b>	Sarah Williams, Programme Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To consider whether to establish, as a successor to the Budget and Transformation Panel, a Party Leaders' Consultative Panel and to re-establish the Party Leaders' Forum subject to the suggested remit, arrangements and conventions as set out in the report.
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to; <ul style="list-style-type: none"> <li>Agree to establish the fora as set out in the report to enable better communication and dialogue on strategic and/or political/controversial issues.</li> </ul>
<b>3.0</b>	<b>Main report</b>
	<u>Background</u>
3.1	The Budget and Transformation Panel was established by Strategic Policy & Resources Committee and terms of reference agreed in March 2009 to provide political leadership

	and oversight of the Council's efficiency and transformation agenda and the Council's finances in general. It comprised one representative from each political party grouping plus the Chair of Strategic Policy & Resources Committee however currently, it is attended by the Party Leaders and the Chair of Strategic Policy & Resources Committee. It meets every month on the week before the Strategic Policy & Resources Committee meeting. Secretariat is provided by the Strategic Performance Manager.
3.2	As a Working Group, it is not decision-making and its minutes are brought to Strategic Policy & Resources Committee. It provides a forum for officers to discuss issues with Members to get their initial views and ensure that the appropriate level of information is provided to Members to support the formal decision-making process at Strategic Policy & Resources Committee. No formal recommendations are made to Strategic Policy & Resources Committee as issues are subsequently taken to Committee for decision.
3.3	The Party Leaders' Forum was established in 2011 as part of strategic planning process which led to the development of the Council's Investment Programme. It evolved to become a safe space in which politically sensitive issues could be discussed. It was established to be led by Members with officers present only at the request of Members. It was originally externally facilitated however secretariat is now provided by the Chief Executive's Support Manager. It meets every month the week after the Strategic Policy & Resources Committee meeting.
3.4	Again, as a Working Group, it is not decision-making and its minutes are circulated among the Party Leaders. No formal terms of reference were agreed and it currently operates under the same <a href="#">terms of reference</a> of the Budget and Transformation Panel.
3.5	Both of these fora have operated successfully to act as a clearing house for potential complex reports going to Committee and/or to provide a safe space in which discussions may take place on political, confidential or contentious issues. Other Councils have followed Belfast City Council's decision to establish such fora and they are now the accepted norm within governance frameworks.
3.6	As part of the planning for the new governance arrangements for the new council, it was agreed at Strategic Policy & Resources in April 2019 to retain these working groups and refresh their names and terms of references.



3.7	<p><u>Key Issues</u></p> <p><u>Budget and Transformation Panel</u></p> <p>Following consultation with Members at Budget and Transformation Panel last week, the following name is proposed as an option: Party Leaders' Consultative Panel.</p> <p>The suggested remit of the Party Leaders' Consultative Panel would be as follows:</p> <ul style="list-style-type: none"> <li>• To receive briefings and updates on the Council's programmes of work relating to the Belfast Agenda priorities.</li> <li>• To support the development and implementation of the Council's Corporate Plan and associated programmes of work.</li> <li>• To introduce complex or sensitive reports/issues or proposed reports prior to committee or to discuss issues arising from committees/Council</li> <li>• To receive information on oversight of the Council's finances and discuss future rates setting.</li> <li>• To receive and consider complex or sensitive information prior to decision making through committee and Council.</li> <li>• To raise sensitive resource (particularly human resource) issues</li> <li>• To receive and discuss proposals relating to governance arrangements</li> </ul>
3.8	<p><u>Party Leaders' Forum</u></p> <p>Retain the name and agree the remit as suggested below:</p> <ul style="list-style-type: none"> <li>• To provide a forum for party groups to discuss emerging political/contentious issues</li> <li>• To facilitate discussions in respect of cultural, equality or good relations issues</li> <li>• To act as a forum for discussions with other city and/or government stakeholders or neighbouring councils</li> </ul>
3.9	<p>Both fora would continue to be non-decision making. The cycle of meetings for the Party Leaders' Consultative Panel would follow the current convention of being held in the week prior to a meeting of the Strategic Policy &amp; Resources Committee. The meeting of the Party Leaders' Forum would be monthly or as required. The current secretariat arrangements would be retained. Parties would have the ability to request items to be placed on the agenda for Party Leaders' Forum. The meeting of the Party Leaders' Forum</p>

	<p>may take place in the absence of officers depending on the nature of the issue or issues under discussion. For those meetings at which an officer is present a minute of the proceedings will be recorded for those items which result in a recommendation going to a standing committee for a decision. This is in line with the position as agreed by the Council in <a href="#">December 2017</a>. In respect of the Party Leaders' Consultative Panel a minute will be circulated within two working days but subject to an understanding that confidential information may be redacted and that the minute will be managed to reflect the sensitivity of matters that were discussed.</p>
3.10	<p>It is noted that the Council, post local government elections, has currently no independents and that all parties will or may be represented at the fora. In respect of both fora Party Leaders may select a nominee from their membership to attend in their absence or if they have a particular interest in a matter under discussion. The Party Leaders' Consultative Panel will be chaired by the Chair of Strategic Policy &amp; Resources Committee or by the Chief Executive in his or her absence. The Party Leaders' Forum may elect its own Chair on a meeting by meeting basis or may be chaired, by consent, by the Chief Executive.</p>
3.11	<p>All participating parties must agree to the principle of confidentiality of discussions within these fora and of mutual trust and respect. This does not preclude the parties in respect of making public statements or adopting public positions in respect of matters after they appear on committee agendas but the parties must agree that discussions at these fora will remain confidential.</p>
3.12	<p><u>Financial &amp; Resource Implications</u></p> <p>None additional</p>
3.13	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
<b>4.0</b>	<p><b>Appendices – Documents Attached</b></p>
	<p>Appendix 1 – Budget and Transformation Panel Terms of Reference (Mar 09)</p> <p>Appendix 2 – Notes from first meeting of Party Leaders' Forum (Dec 11)</p>



**Belfast City Council**

<b>Report to:</b>	<b>Strategic Policy and Resources Committee</b>
<b>Subject:</b>	<b>Budget and Transformation Panel – Terms of Reference</b>
<b>Date:</b>	<b>20 March 2009</b>
<b>Reporting Officer:</b>	<b>Peter McNaney, Chief Executive</b>
<b>Contact Officer:</b>	<b>Ronan Cregan, Improvement Manager</b>

**Purpose of report**

The purpose of this report is to recommend terms of reference for the Budget and Transformation Panel.

**Relevant Background Information**

Members will recall that it was agreed by the Strategic Policy and Resources Committee at its meeting on 6 February 2009 to establish a Budget and Transformation Panel. The terms of reference set out the objectives of the Panel, its deliverables, ways of working, governance arrangements and programme of work.

**Terms of Reference for the Budget and Transformation Panel**

**Overall Objective**

The overall objective of the Budget and Transformation Panel is to provide political leadership and oversight of the Council's efficiency and transformation agenda and the Council's finances in general.

**Detailed Objectives**

1. To provide political support in terms of party groupings and the Strategic Policy and Resources Committee for the delivery of the Council's efficiency and transformation agenda.
2. To scrutinise the alignment of the Council's efficiency and transformation agenda to corporate priorities.
3. To support the development and implementation of the Council's efficiency and transformation programme.

4. To hold officers to account for the delivery of an agreed efficiency and transformation programme.
5. To track and monitor the achievement of agreed financial savings.
6. To provide oversight of the Council's finances.

### **Membership**

A separate report on the membership of the Panel which will be considered at today's meeting recommends the following:

- All political party groupings should be represented.
- Each political party grouping should have one representative.
- Representatives should be drawn from the Strategic Policy and Resources Committee.
- Support will be provided by the Chief Executive and other officers as required along with an independent advisor.

### **Ways of Working**

- The Panel will decide arrangements for chairing the meetings.
- The Panel will meet once a month in line with the Strategic Policy and Resources Committee timetable.

### **Governance**

- The Panel is not an executive body and therefore will not have decision-making powers. It is recommended that the Panel reports to the Strategic Policy and Resources Committee on a regular basis.

### **Work Programme**

#### **April**

- Discuss a outline paper on the direction and nature of the Council's efficiency and transformation agenda.
- Discuss a general paper on the finances of the council.
- Consider the Review of the Centre report.

#### **May**

- Consider the outturn report on 2008/09 budgets.
- Consider a draft efficiency and transformation programme.
- Consider a report on the implementation of the Review of the Centre.
- Agree the appointment of the independent advisor.
- Training on the role of Members in scrutinising Council finances.

### **Recommendations**

Members are asked to :

1. Agree to the terms of reference for the Budget and Transformation Panel.

## **Party Leaders Forum 161211 Notes**

### **Stimulus / Investment Package**

- Process - follow current arrangements of SP&R on 6 Dec & Budget Trans on 11 Dec
- Include PLF on 11 Dec at 11-1 prior to Budget Transformation
- Cross Party Support & Announcement
- Pre-announcement lobbying prior to formal announcement
- Communication agenda

### **PLF**

- To be the front end of policy process
- Process to run as is for remainder of this years budget process
- For future, remove duplication - PLF can invite other members / officers as required
- Need to generate forward work programme based on priority for council process to follow
- Need to establish 15-20 year plan / Belfast 20-20 / vision
- Need to link groups and officers into this planning process
- Need to lobby government around resultant priorities
- Need to establish development programme for PLF, SMT, Groups & Next tier officers
- Need to do letter to staff following stimulus package
- Need to develop City Network - like London Welsh - to promote package

### **Rate / Package**

- Target 2 - 3 % to create £30 - £50m investment package
- Need to create lobbying and communications package round this
- Follow existing P&R / budget transformation meeting schedule

### **Diversity Meetings**

- To follow dates outlined
- Duncan Morrow to facilitate, JH to attend if possible
- DM to produce schedule for agendas based on sensitivities - following discussions with group leaders, ready for discussion at PLF on 110112
- No meetings pre Christmas

### **Other Issues**

- Need to quickly develop programme around apprenticeships, training programmes, procurement process (eg. Manchester) and bursaries - a pilot programme?
- Need to develop a PLF / SMT away day to establish Belfast 20-20 & teamwork
- Need a session to look at European and other funding opportunities
- Need a session to look at Support to Social Economy - CEx to look at Compton report, JH to bring speaker from Wales
- Need to look at title for Hugh Smith - Father of the House - and Freedom of the City
- Next meeting of PLF, 11 Jan 11-1
- Letter from CE to ratings agency
- Presentation required around benefits changes
- Follow upon- governance report.....

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Subject:	Appointment of Members to Outside Bodies
Date:	21 <sup>st</sup> June 2019
Reporting Officer:	Stephen McCrory, Democratic Services Manager
Contact Officer:	

## Restricted Reports

Is this report restricted?

Yes

☐

No

☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To make the appointments of Members to a range of Outside Bodies for the Council Term from 2019 to 2023.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is recommended to:</p> <ol style="list-style-type: none"> <li>Note that the Council has agreed that all of the appointments to Outside Bodies will be grouped into one overall pool for the purposes of allocating positions.</li> <li>Agree to nominate the representatives to NILGA as a separate one off exercise as set out in the report.</li> <li>Note that the Council has agreed to use the Sainte Lague methodology to provide an order of party political choices of these positions.</li> </ol>

	<p>4. Appoint the positions on Outside Bodies as set out in the Appendix.</p> <p>5. Agree that should any other requests be received for Council representation on Outside Bodies during the Council Term, the party or parties who would have had the next available choice(s) under the Sainte Lague table will be asked to nominate a representative(s).</p>
<b>3.0</b>	<b>Main report</b>
3.1	<u>Key Issues</u>
3.1.1	Members will be aware that there are a number of Outside Bodies which request that a Member or several Members sit on the Board of their Body. As we start on the new Council term, we need to make these appointments.
3.1.2	Members should note that several appointments to Outside Bodies were determined by the Department of the Environment to fall within the process established in the Local Government Act (Northern Ireland) 2014 for Positions of Responsibility. These were arc 21, the Partnership Panel, the Northern Ireland Housing Council, the Reserve Forces and Cadets Association and the Policing and Community Safety Partnership and its 4 District Partnerships. These appointments were determined using the D'hondt system of proportionality alongside the appointments for the Lord Mayor, the Deputy Lord Mayor and the Chairpersons and Deputy Chairpersons of the 5 Standing Committees of the Council.
3.1.3	In considering the requests for appointments to Outside Bodies which are not considered to be Positions of Responsibility, the Council is free to choose any methodology it so wishes. However, in keeping with the process of proportionality which is enshrined in the 2014 Act and which has been employed in the Council for a number of years, the Committee has approved of the use of the Sainte Lague system.
3.1.4	The process is for all of the appointments to Outside Bodies to be grouped together in one pool and the Party Leaders at a meeting on 14 <sup>th</sup> June have selected the positions set out in the Appendix.
3.1.5	In order for a process to be established which deals with any additional requests from Outside Bodies for Council representation during the Council Term, it is recommended that the party or parties who would have had the next available choice(s) under the Sainte Lague table will be asked to nominate a representative(s).
3.1.6	<p><u>NILGA</u></p> <p>NILGA's Constitution requires that the Council's 10 nominations reflect the overall balance of the political parties on the Council. This would not be able to be achieved if the 10 positions were to be included in a larger pool of positions. Therefore, for that reason, the Party Leaders agreed that the 10 nominations are allocated using a separate Sainte Lague exercise.</p>
3.1.7	The outcome of a Sainte Lague exercise provided for 3 Sinn Fein, 2 DUP, 2 Alliance, 1 SDLP, 1 Green and 1 PBPA nominations.
3.2	<u>Financial &amp; Resource Implications</u>
3.2.1	None Associated with this report.



3.3	<u>Equality, Good Relations and Rural Assessment Implications</u>
3.3.1	None associated with this report.
<b>4.0</b>	<b>Appendices</b>
4.1	Appendix – List of Party Choices for Outside Bodies

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## Appointments to Outside Bodies

14th June, 2019

### National Association of Councillors

SF	Councillor Magennis
SF	Councillor Magee
DUP	Alderman Sandford
DUP	Councillor T Kelly
DUP	Councillor to be confirmed
PBPA	Councillor to be confirmed
UUP	Alderman Rodgers
ALL	Councillor to be confirmed

### Northern Ireland Local Government Association (NILGA)

SF	Councillor Corr
SF	Councillor Garrett
SF	Councillor Murphy
DUP	Alderman Haire
DUP	Alderman Sandford
ALL	Councillor Howard
ALL	Councillor to be confirmed
SDLP	Councillor de Faoite
GREEN	Councillor Groogan
PBPA	Councillor to be confirmed

#### Belfast City Centre Management Board

Green	Councillor Flynn
SF	Councillor Corr

#### George Best Belfast City Airport Forum

DUP	Alderman Haire
PUP	Councillor Kyle

#### Visit Belfast

SF	Councillor Walsh
DUP	Councillor Cobain
ALL	Councillor Hanvey
SDLP	Councillor McCusker

#### Active Belfast Ltd Board

SF	Councillor Carson
SF	Councillor Corr
SF	Councillor McLaughlin
DUP	Councillor Newton

#### Association of Port Health Authorities – Executive Board

SDLP	Councillor Heading
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#### Belfast Hills Partnership

SF	Councillor Corr
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#### Board of the Ulster Orchestra Society Limited

SDLP	Councillor Whyte
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#### Cathedral Quarter Trust

ALL	Councillor McAllister
DUP	Councillor Pankhurst

Grand Opera House Trust

UUP	Alderman Copeland
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Groundwork Northern Ireland

DUP	Councillor Dorrian
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Lagan Canal Restoration Trust

SF	Councillor McAteer
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Lagan Rural Partnership Local Action Group

All	Councillor Nicholl
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Lagan Valley Regional Park Advisory Committee

ALL	Councillor Nicholl
SF	Councillor McAteer
DUP	Councillor Bunting

Linenhall Library Board

PBPA	Councillor to be confirmed
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Local Strategic Partnership on Travellers Issues

SF	Councillor Groves
PBPA	Councillor to be confirmed

Lyric Theatre Education Advisory Panel

ALL	Councillor McDonough-Brown
GREEN	Councillor Groogan

Northern Ireland Amenity Council

ALL	Councillor McReynolds
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Northern Ireland Rural Development Programme

DUP	Councillor Graham
DUP	Councillor Bunting

#### Somme Advisory Council

DUP	Councillor Graham
ALL	Councillor Long
SDLP	Councillor McKeown

#### Tall Ships

DUP	Alderman Kingston
SDLP	Councillor de Faoite

#### Sustainable Community & Demographics Working Group

GREEN	Councillor O'Hara
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#### NILGA Policy & Learning Network - Reform, Devolution and Improvement

SF	Councillor McAteer
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#### NILGA Policy & Learning Network - Local Economic Development, Investment and International Affairs

ALL	Councillor Hanvey
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#### NILGA Policy & Learning Network - Place Shaping and Infrastructure

SF	Councillor S Baker
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#### NILGA Policy & Learning Network - Elected Member Development

SF	Councillor Canavan
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#### NILGA Policy & Learning Network - Health, Social and Environmental Wellbeing

SF	Councillor Donnelly
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<b>Subject:</b>	Appointment of Members to Partnership Boards
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Stephen McCrory, Democratic Services Manager

## Restricted Reports

Is this report restricted?

Yes

☐

No

☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
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☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
	To consider the appointment of Members to the four Partnership Boards.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is recommended to:</p> <ol style="list-style-type: none"> <li>1. Approve of the use of the Quota Greatest Remainder method to identify those parties entitled to nominate representatives to the Forward South Belfast and Eastside Partnership Boards, based upon the number of Members returned at the Local Elections for the District Electoral Areas coterminous with the Partnerships' areas.</li> </ol>

	<p>2. Approve of the Party allocations for the Forward South and Eastside Partnerships as set out in Sections 3.1.5 and 3.1.6 of the main report.</p> <p>3. Approve of the compromise arrangement for the appointment of Members to the West Belfast and Greater Shankill Partnership Boards and to the Party allocations under this arrangement as set out in Sections 3.1.7 to 3.1.9 of the main report.</p>
<b>3.0</b>	<b>Main report</b>
3.1	<u>Key Issues</u>
3.1.1	The Council, in 2011 and again in 2015, made nominations of Members to serve on the 5 Partnership Boards (North, South, East and West Belfast and Greater Shankill). These nominations were made from the Members returned for the related District Electoral Areas (DEAs) at the Local Elections, depending upon the political party strengths in those DEAs.
3.1.2	<p>The representation in 2015, taking account of the new DEAs established as a result of the redrawing of the boundaries as part of the Review of Public Administration, was:</p> <p>North Belfast Partnership – 6 Members from Castle and Oldpark DEAs  South Belfast Partnership – 8 Members from Botanic and Balmoral DEAs  East Belfast Partnership – 8 Members from Lisnasharragh, Ormiston and Titanic DEAs  West Belfast Partnership – 8 Members from Black Mountain and Collin DEAs  Greater Shankill Partnership - 6 Members - 4 from Court DEA (excluding the 2 SF Members) and 2 Unionist Members from Oldpark DEA</p>
3.1.3	The North Belfast Partnership no longer exists and therefore no nominations are to be made from the Council. The South Belfast Partnership has been renamed as Forward South Partnership and only now require 5 Members from the Council rather than 8. The East Belfast Partnership has been renamed as the Eastside Partnership and still requires 8 Members.
3.1.4	The Committee is recommended to again adopt the Quota Greatest Remainder system of proportionality to determine the party representation to the Partnership Boards in South and East Belfast as set out below.



### 3.1.5 Forward South Partnership Board (5 Members)

The appointees are drawn proportionately from the Parties represented in the Balmoral and Botanic DEAs.

The strengths of the Parties in these DEAs is set out below, together with the number of places which the Parties would be entitled to on the Board based upon the strict application of proportionality.

<b>Party</b>	<b>Number of Members</b>	<b>Representation</b>
DUP	3	(1.50) 2
ALL	2	(1.00) 1
SF	2	(1.00) 1
SDLP	2	(1.00) 1
Green	1	(0.50) 0
	<b>10</b>	<b>5</b>

Four of the five seats are allocated automatically and, in accordance with established practice, the party with the greatest remainder figure should be given the additional seat. Accordingly, it is recommended that the extra place is allocated to the DUP.

### 3.1.6 Eastside Partnership Board (8 Members)

The appointees are drawn proportionately from the Parties represented in the Lisnasharragh, Ormiston and Titanic DEAs.

<b>Party</b>	<b>Number of Members</b>	<b>Representation</b>
ALL	7	(2.95) 3
DUP	6	(2.53) 3
UUP	2	(0.84) 1
Green	2	(0.84) 1
PUP	1	(0.42) 0
SDLP	1	(0.42) 0
	<b>19</b>	<b>8</b>

Four of the eight seats are allocated automatically (2 ALL and 2 DUP). The ALL, UUP, Green and DUP have remainder scores of .95, .84, .84 and .53 respectively and are allocated the next 4 seats.

3.1.7 West Belfast Partnership Board (8 Members) and Greater Shankill Partnership Board (6 Members)

The redrawing of the DEAs for the new Council had a particularly significant effect in the West and Greater Shankill areas of the city and, similarly, with the consideration of the appointment of Members to the West Belfast and Greater Shankill Partnership Boards.

The area covered by the Greater Shankill Partnership Board encompasses most of the Court DEA, excluding the Lower Falls area, as well as parts of the Oldpark area. The West Belfast Partnership by contrast includes Black Mountain and Collin DEAs as well as the Lower Falls part of the Court DEA. It is therefore very difficult to identify DEAs which are coterminous with the area covered by the two Boards.

Given this disparity, it is considered that the best way to proceed is to take the 8 places on the West Belfast Partnership Board and the 6 on the Greater Shankill Partnership Board together and allocate places based upon the Party strengths across the Black Mountain, Collin, Court and Oldpark DEAs. Accordingly, the representation to the West Belfast and Greater Shankill Partnership Boards would be:

<b>Party</b>	<b>Number of Members</b>	<b>Representation</b>
SF	15	(8.40) 8
DUP	4	(2.24) 2
PBPA	3	(1.68) 2
SDLP	2	(1.12) 1
PUP	1	(0.56) 1
	<b>25</b>	<b>14</b>

Twelve of the fourteen seats are allocated automatically. The PBPA and PUP, with the greatest remainder figures of .68 and .56 respectively, are allocated the remaining two seats.

Following a meeting of the Party Leaders concerned, the following compromise agreement has been reached:

3.1.8 West Belfast Partnership Board (8 Members)

<b>Party</b>	<b>Representation</b>
SF	7
PBPA	1

3.1.9	<u>Greater Shankill Partnership Board (6 Members)</u> <table border="1"> <thead> <tr> <th>Party</th><th>Representation</th></tr> </thead> <tbody> <tr> <td>DUP</td><td>2</td></tr> <tr> <td>SF</td><td>1</td></tr> <tr> <td>PBPA</td><td>1</td></tr> <tr> <td>SDLP</td><td>1</td></tr> <tr> <td>PUP</td><td>1</td></tr> </tbody> </table>	Party	Representation	DUP	2	SF	1	PBPA	1	SDLP	1	PUP	1
Party	Representation												
DUP	2												
SF	1												
PBPA	1												
SDLP	1												
PUP	1												
3.2	<u>Financial &amp; Resource Implications</u>												
3.2.1	None associated with this report.												
3.3	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>												
3.3.1	None associated with this report.												
<b>4.0</b>	<b>Appendices – Documents Attached</b>												
	None												

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<b>Subject:</b>	Appointment of Members to Building Successful Communities Forums
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Stephen McCrory, Democratic Services Manager

## Restricted Reports

Is this report restricted? Yes ☐ No ☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in? Yes ☒ No ☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To consider the appointment of Members to the five Building Successful Communities Forums operating in the city.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is recommended to:</p> <ol style="list-style-type: none"> <li>1. Agree to the use of the Quota Greatest Remainder system of proportionality to allocate the available places on the five Forums amongst the political parties represented in the relevant DEAs.</li> <li>2. Agree to the allocation of the seats on the five Forums as follows: <ul style="list-style-type: none"> <li>• Lower Oldpark and Hillview – 1 SF and 1 SDLP</li> <li>• Tiger's Bay and Mountcollyer – 1 DUP and 1 SF</li> <li>• Lenadoon and Glencolin – 2 SF</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>• Lower Shankill &amp; Browns Square and Falls – 2 DUP, 1 SF and 1 PUP</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	<u>Key Issues</u>
3.1.1	<p>In October, 2013 the Department for Social development launched five pilot schemes in Belfast under the Building Successful Communities Programme. These were:</p> <ul style="list-style-type: none"> <li>• Lower Oldpark and Hillview</li> <li>• Tiger's Bay and Mountcollyer</li> <li>• Lower Shankill and Brown Square</li> <li>• Lenadoon and Glencolin</li> <li>• Lower Falls</li> </ul>
3.1.2	<p>These Forums, up until 2015, had membership from elected representatives, local communities and statutory and voluntary agencies. The Forums were tasked with identifying the particular housing and regeneration needs of their area and developing and implementing plans to reverse the decline in those areas and create more sustainable communities.</p>
3.1.3	<p>Elected member representation on the Forums had been identified by way of nomination from MLAs. However, the Department in 2015 sought the formal nomination of up to two Council representatives on each of the five Forums.</p>
3.1.4	<p>In 2015, the Council agreed, in order to ensure that the nominated Members were from the District Electoral Areas (DEAs) in which the Forums operated and that the nominations were proportional to the political party strengths in those DEAs, that a Quota Greatest remainder exercise should be undertaken. It is recommended that the same approach is taken for the nomination of Members in 2019.</p>
3.1.5	<p>The five Forums and the relevant DEAs have been identified as:</p> <ul style="list-style-type: none"> <li>• Lower Oldpark and Hillview – Oldpark DEA</li> <li>• Tiger's Bay and Mountcollyer – Castle DEA</li> <li>• Lenadoon and Glencolin – Collin and Black Mountain DEAs</li> <li>• Lower Shankill and Brown Square – Court DEA</li> </ul>

- Lower Falls – Court DEA

3.1.6 Accordingly, it is suggested that the two Forums for Lower Shankill and Brown Square and Lower Falls should be grouped together for the purpose of the proportionality exercise as the membership for both is being drawn from the Court DEA, as was the case in 2015.

3.1.7 The outcome of the Quota Greatest Remainder exercise is set out below:

3.1.8 Lower Oldpark and Hillview – Oldpark DEA

Party	Number of Members	Representation
SF	3	(1.00) 1
SDLP	1	(0.33) 1
DUP	1	(0.33) 0
PBPA	1	(0.33) 0
	<b>6</b>	<b>2</b>

The Quota Greatest Remainder system dictates that where two or more parties have the same remainder figure the available place should be allocated to that party which attracted the most first preference votes in the most recent local elections. In this instance, SDLP, DUP and PBPA each have a remainder figure of 0.33 therefore the second seat is allocated to SDLP.

The two seats are allocated to SF and SDLP.

3.1.9 Tiger's Bay and Mountcollyer – Castle DEA

Party	Number of Members	Representation
DUP	2	(1.00) 1
SF	1	(0.33) 1
ALL	1	(0.33) 0
SDLP	1	(0.33) 0
Green	1	(0.33) 0
	<b>6</b>	<b>2</b>

The Quota Greatest Remainder system dictates that where two or more parties have the same remainder figure the available place should be allocated to that party which attracted the most first preference votes in the most recent local elections. In this instance, SF, ALL, SDLP and Green each have a remainder figure of 0.33 therefore the second seat is allocated to SF.

3.1.10	<p>The two available seats are therefore allocated to DUP and SF.</p> <p><u>Lenadoon and Glencolin – Collin and Black Mountain DEAs</u></p> <table><tr><th>Party</th><th>Number of Members</th><th>Representation</th></tr><tr><td>SF</td><td>10</td><td>(1.54) 2</td></tr><tr><td>PBPA</td><td>2</td><td>(0.31) 0</td></tr><tr><td>SDLP</td><td>1</td><td>(0.15) 0</td></tr><tr><td></td><td><b>13</b></td><td><b>2</b></td></tr></table>	Party	Number of Members	Representation	SF	10	(1.54) 2	PBPA	2	(0.31) 0	SDLP	1	(0.15) 0		<b>13</b>	<b>2</b>
Party	Number of Members	Representation														
SF	10	(1.54) 2														
PBPA	2	(0.31) 0														
SDLP	1	(0.15) 0														
	<b>13</b>	<b>2</b>														
3.1.11	<p>The two available seats are therefore allocated to SF.</p> <p><u>Lower Shankill &amp; Brown Square and Lower Falls – Court DEA</u></p> <table><tr><th>Party</th><th>Number of Members</th><th>Representation</th></tr><tr><td>DUP</td><td>3</td><td>(2.00) 2</td></tr><tr><td>SF</td><td>2</td><td>(1.33) 1</td></tr><tr><td>PUP</td><td>1</td><td>(0.67) 1</td></tr><tr><td></td><td><b>6</b></td><td><b>4</b></td></tr></table> <p>The four available seats across the two Forum areas are allocated to DUP, SF and PUP. It will be a matter for agreement between the three parties concerned as to which of the two Forums they wish to nominate to. In the absence of such agreement, the order of choice should be in relation to the overall Party representation in the Court DEA.</p>	Party	Number of Members	Representation	DUP	3	(2.00) 2	SF	2	(1.33) 1	PUP	1	(0.67) 1		<b>6</b>	<b>4</b>
Party	Number of Members	Representation														
DUP	3	(2.00) 2														
SF	2	(1.33) 1														
PUP	1	(0.67) 1														
	<b>6</b>	<b>4</b>														
3.2	<p><u>Financial &amp; Resource Implications</u></p>															
3.2.1	<p>None associated with this report.</p>															
3.3	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p>															
3.3.1	<p>None associated with this report.</p>															
4.0	<p><b>Appendices – Documents Attached</b></p>															
	<p>None</p>															





<b>Subject:</b>	Working Groups
<b>Date:</b>	21st June, 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Jim Hanna, Democratic Services Officer

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To provide the Committee with an update on the roles and remits of the various Working Groups and agree the membership of each of the Groups.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li>• note the Terms of Reference of the Working Groups;</li> <li>• note that the Terms of Reference and names of the Budget and Transformation Panel/Party Leaders' Forum are being reviewed;</li> <li>• agree the membership of each the Working Groups; and</li> <li>• note that the Terms of Reference of the Area Working Group are also being reviewed.</li> </ul>

<b>3.0</b>	<b>Main report</b>
	<p data-bbox="272 226 421 255"><u>Key Issues</u></p> <p data-bbox="272 322 544 351"><u>Committee Structure</u></p> <p data-bbox="164 423 1453 607">3.1 The Committee is reminded that, at its meeting on 12th April, it had considered a report on the new Council term commencing in May, 2019 and agreed to continue with the existing governances arrangements, that is, a traditional committee system, with 7 standing Committees.</p> <p data-bbox="272 674 488 703"><u>Working Groups</u></p> <p data-bbox="164 775 1453 909">3.2 Since 2007, the Council has agreed also to appoint Working Groups to focus on issues of particular concern. In addition, the Council had agreed previously the following principles associated with appointment of Working Groups:</p> <ul data-bbox="323 981 1453 1727" style="list-style-type: none"> <li>• Working Groups should be established only if they are considered to be essential for the achievement of effective and efficient decision-making;</li> <li>• such Working Groups should be appointed for a fixed-term and for a specific purpose;</li> <li>• the Groups would not have decision-making powers but rather would produce a report with recommendations (usually in the form of minutes of the meeting) for consideration by the parent Committee;</li> <li>• after the Working Group has concluded the business for which it was established, it would cease to exist; and</li> <li>• Working Groups should be formed on the basis of All-Party representation with nominees sought from the Party Group Leaders.</li> </ul> <p data-bbox="164 1794 1362 1879">3.3 At the meeting on 12th April, the Committee agreed to the reconstitute the following Working Groups:</p>

	<table><tr><td><b>Audit and Risk Panel</b></td></tr><tr><td><b>Budget and Transformation Panel / Party Group Leaders' Forum</b></td></tr><tr><td><b>North Foreshore Members' Steering Group</b></td></tr><tr><td><b>Reference Group on Older People</b></td></tr><tr><td><b>Shared City Partnership</b></td></tr><tr><td><b>Strategic Cemeteries and Crematorium Working Group</b></td></tr></table>	<b>Audit and Risk Panel</b>	<b>Budget and Transformation Panel / Party Group Leaders' Forum</b>	<b>North Foreshore Members' Steering Group</b>	<b>Reference Group on Older People</b>	<b>Shared City Partnership</b>	<b>Strategic Cemeteries and Crematorium Working Group</b>	
<b>Audit and Risk Panel</b>								
<b>Budget and Transformation Panel / Party Group Leaders' Forum</b>								
<b>North Foreshore Members' Steering Group</b>								
<b>Reference Group on Older People</b>								
<b>Shared City Partnership</b>								
<b>Strategic Cemeteries and Crematorium Working Group</b>								
	<u>Terms of Reference</u>							
3.4	A copy of the current Terms of Reference for each of the Working Groups is attached at Appendix 1.							
3.5	The Council has already agreed to review the individual Terms of Reference and name of both the Budget and Transformation Panel and the Party Leaders Forum.							
	<u>Membership</u>							
3.6	The normal practice/convention for the Council in establishing Working Groups is to appoint one representative from each Political Party which has two or more representatives on the Council. If the Committee was minded to retain this convention, none of the current political parties would be adversely affected since all eight Parties have two or more Elected Members on the Council.							
3.7	The Membership of both the Budget and Transformation Panel and the Party Leaders' Forum is the Political Party Leader on the Council (or his/her nominee), with the Chairperson of the Strategic Policy and Resources Committee also a Member of the Budget and Transformation Panel.							
3.8	It should be pointed out that the North Foreshore Members' Steering Group previously had two representatives from each Party. The Committee might wish to give consideration to this as that would result in a membership of 16 (which would actually be larger than two of the Standing Committees).							
	<u>Area Working Groups</u>							
3.9	The Committee has also agreed to retain the Area working Groups but that these move to a more area-based framework approach based on local needs encompassing:							

	<ul style="list-style-type: none"><li>• council service and facility provision;</li><li>• external or multi-agency and facility provision;</li><li>• agreed local area plans to improve outcomes for local people; and</li><li>• longer term local regeneration and investment plans (including capital, revenue or other projects with multiple funding sources).</li></ul> <p>The Area Working Groups are to be reviewed within that context and, following a series of workshops with each Group, a revised Terms of Reference will be drawn up which will be submitted to the Committee for approval in late summer/autumn.</p> <p><u>Membership</u></p> <p>The Membership of the four Area Working Groups is based on geographical areas and the associated District Electoral Areas:</p> <table><tr><td>North Belfast</td><td>Castle and Oldpark</td><td>12 Members</td></tr><tr><td>South Belfast</td><td>Balmoral and Botanic</td><td>10 Members</td></tr><tr><td>East Belfast</td><td>Lisnasharragh, Ormiston and Titanic</td><td>19 Members</td></tr><tr><td>West Belfast</td><td>Black Mountain, Colin and Court</td><td>19 Members</td></tr></table> <p><u>Financial &amp; Resource Implications</u></p> <p>3.10 None.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>3.11 None.</p>	North Belfast	Castle and Oldpark	12 Members	South Belfast	Balmoral and Botanic	10 Members	East Belfast	Lisnasharragh, Ormiston and Titanic	19 Members	West Belfast	Black Mountain, Colin and Court	19 Members
North Belfast	Castle and Oldpark	12 Members											
South Belfast	Balmoral and Botanic	10 Members											
East Belfast	Lisnasharragh, Ormiston and Titanic	19 Members											
West Belfast	Black Mountain, Colin and Court	19 Members											
4.0	<b>Appendices – Documents Attached</b>												
	Appendix 1 - Terms of Reference - Working Groups												

### **Terms of Reference - Working Groups**

#### **Reference Group on Older people**

- To provide political direction and input to the development of the city planning process for improving the health, wellbeing and independence of older people within Belfast
- Maximise the impact the Council can have in working with key stakeholders through the Healthy Ageing Strategic Partnership to meet the needs of older people in Belfast
- Provide political legitimacy to advocate, lobby and challenge on policy issues which directly impact on older people's quality of life.
- Direct the work of the officer group in improving and joining up council services for older people.

#### **Strategic Cemeteries and Crematorium Development Working Group**

To support cemetery and crematorium development and improvement of bereavement services for Belfast through:

- consideration of evidence/reports in order to advise on issues and inform options around future provision;
- providing strategic direction and input into the city's framework for cemetery and crematorium development;
- making recommendations to the relevant Committee regarding cemetery and crematorium development; and
- acting as a communication channel to Party Groups and to other Councillors in general and ensure that the facts of issues around cemetery and crematorium development are fully understood.

#### **North Foreshore Member' Steering Group**

The remit of the Group is to oversee the management of the North Foreshore, especially in regard to policy, resource allocation and financial risk of future development at the site.

#### **Shared city Partnership**

The role of the SCP is:

- To assist the elected political leadership of the Council, staff, diverse civil society interests and partnering agencies to engage pro-actively on all Good Relations issues on behalf of citizens and be a collective voice, promoting a common vision for Good Relations in the City.

The purpose of the SCP is:

- To oversee the delivery of the Belfast PEACE IV Peace and Reconciliation Action Plan while also continuing with the core Good Relations agenda for the City including the good relations outcomes linked to the Belfast Agenda and the new Local Development Plan.
- To oversee the delivery of the Good Relations Action Plan and associated District Council Good Relations Programme (DCGRP).

- To provide a challenge function to the council and other represented organisations to ensure good relations is at the forefront of policy and programming development which impacts on the City.
- To promote good relations between people of different religious and political beliefs and different racial groups in every aspect of Council activities.
- To use the Council's influence as a democratically elected body, providing civic leadership to the City, to promote good relations throughout society.
- To promote equality of opportunity in the discharge of the Council's responsibilities, taking into account the needs of persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation, of men and women generally, of persons with a disability and persons without and of persons with dependants and persons without;
- To promote respect and understanding throughout the City by providing support, including the equitable use of available budgets, for appropriate initiatives which celebrate the cultural diversity of Belfast.
- To act as an mechanism to ensure that major Belfast City Council initiatives both revenue and capital are cognisant of their duty in relation to Section 75, Part B

### **Audit and Risk Panel**

#### **Statement of purpose**

1 The Audit and Risk Panel is a key component of Belfast City Council's corporate governance arrangements. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

2 The purpose of the Audit and Risk Panel is to provide independent assurance to those charged with governance (Members and senior management) on the adequacy of the risk management framework and the internal control environment. It provides independent review of the council's governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It will provide an independent scrutiny of the council's financial and non-financial performance to the extent that it exposes the council to risk and weakens the control environment. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

#### **Governance, risk and control**

3 To review the council's corporate governance arrangements against the good governance framework and consider annual governance reports and assurances.

4 To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account internal audit's opinion on the overall adequacy and effectiveness of the council's framework of governance, risk management and control.

5 To consider the council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.

6 To consider the council's framework of assurance and ensure that it adequately addresses the risks and priorities of the council.

7 To monitor the effective development and operation of risk management in the council, to include overseeing the council's risk, control and governance arrangements for health and safety.

8 To approve the council's risk management strategy and monitor progress in addressing risk-related issues reported to the Panel, including the corporate risk register and information on the management of key corporate risks.

9 To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.

10 To review the assessment of fraud risks and potential harm to the council from fraud and corruption.

11 To approve the council's fraud and whistleblowing policies and monitor the implementation of these policies, including the counter-fraud strategy, actions and resources.

12. To review and oversee the Council's framework and related arrangements for performance management.

### **Internal audit**

13 To approve the internal audit charter.

14 To review proposals made in relation to the appointment of external providers of internal audit services and to make recommendations.

15 To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.

16 To approve significant interim changes to the risk-based internal audit plan and resource requirements.

17 To make appropriate enquiries of both management and the Head of Audit, Governance and Risk Services to determine if there are any inappropriate scope or resource limitations.

18 To consider reports from the Head of Audit, Governance and Risk Services on internal audit's performance during the year, including the performance of external providers of internal audit services. These will include:

a) Updates on the work of internal audit including key findings, issues of concern and action in hand as a result of internal audit work.

b) Regular reports on the results of the Quality Assurance and Improvement Programme.

c) Reports on instances where the internal audit function does not conform to the Public Sector Internal Audit Standards and Local Government Application Note, considering whether the non-conformance is significant enough that it must be included in the Annual Governance Statement.

19 To consider the Head of Audit, Governance and Risk Services' annual report:

a) The statement of the level of conformance with the Public Sector Internal Audit Standards and Local Government Application Note and the results of the Quality Assurance and Improvement Programme that supports the statement – these will indicate the reliability of the conclusions of internal audit.

b) The opinion on the overall adequacy and effectiveness of the council's framework of governance, risk management and control together with the summary of the work supporting the opinion – these will assist the committee in reviewing the Annual Governance Statement.

20 To consider summaries of specific internal audit reports as requested.

21 To receive reports outlining the action taken where the Head of Audit, Governance and Risk Services has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.

22 To contribute to the Quality Assurance and Improvement Programme and in particular, to the external quality assessment of internal audit that takes place at least once every five years.

23 To consider a report on the effectiveness of internal audit to support the Annual Governance Statement, where required to do so by the Accounts and Audit Regulations.

24 To support the development of effective communication with the Head of Audit, Governance and Risk Services.

### **External audit**

25 To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.

26 To consider specific reports as agreed with the external auditor.

27 To comment on the scope and depth of external audit work and to ensure it gives value for money.

28 To commission work from internal and external audit.

29 To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.

30 To consider the external auditor's report on performance management, specifically the annual improvement assessment and to consider the adequacy of management responses / action taken to address issues arising from these reports.

### **Financial reporting**

31 To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.

32 To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

### **Accountability arrangements, referral and reporting**

33 To report to those charged with governance (Members and senior management) on the Panel's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks; financial reporting arrangements, and internal and external audit functions. The Panel will do this by reporting to the council's Strategic Policy & Resources Committee on a regular basis through reports and minutes of meetings. It may also report, with the approval of the Strategic Policy and Resources Committee, to other standing committees on matters that are of direct relevance to the responsibilities of these committees.

34 To report to full council (through the Strategic Policy and Resources Committee) on a regular basis on the Panel's performance in relation to the terms of reference and the effectiveness of the Panel in meeting its purpose.

35. The Audit and Risk Panel shall consider any issue referred to it in relation to these terms of reference by the council or any Standing Committee. Furthermore, the Audit and Risk Panel shall also consider any matter brought to its attention by the Chief Executive. Where



any individual Member wishes to raise an issue under these terms of reference, the Member shall accordingly either raise the matter through the Strategic Policy and Resources Committee or in the case of urgency with the Chief Executive.

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<b>Subject:</b>	Basic and Special Responsibility Allowances
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Stephen McCrory, Democratic Services Manager

## Restricted Reports

Is this report restricted?

Yes

☐

No

☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To consider the rates of basic and special responsibility allowances payable for the Council.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is recommended to</p> <ul style="list-style-type: none"> <li>consider whether it wishes to apply the increase in the basic allowance from £14,200 per annum to £15,071 with effect from 7<sup>th</sup> May, 2019. The Committee is also recommended to consider whether it wishes to apply the revised allocation of the special responsibility allowances (SRAs), as set out in Appendix 3, with effect from 21<sup>st</sup> May, 2019.</li> </ul>

<b>3.0</b>	<b>Main report</b>
3.1	<u>Key Issues</u>
3.1.1	The Department for Communities issued a circular, LG 07/2019, which set out revised maximum limits for basic and special responsibility allowances with effect from 1st April, 2019.
3.1.2	The Committee, at its meeting in August 2016, agreed to apply the increase in the basic allowance from £14,200 per annum to £14,342 with effect from 1st April, 2016 and to agree the increase in the basic allowance to £14,485 with effect from 1st April, 2017. This represented a 1% increase for both the 2016 and 2017 years. However, the Council, at its meeting in September 2016, rejected that decision and agreed not to apply any increase in the basic and special responsibility allowances for 2016 and 2017. Since that date, no increase in either the basic or the special responsibility allowance has been approved.
3.1.3	The Committee should note that the information which we have indicates that all of the other ten local councils have agreed to apply the increases and, therefore, an elected Member in Belfast is currently receiving a lesser basic allowance than Councillors in the other councils. The Committee is requested to consider whether it wishes to agree to the increase in the basic allowance to £15,071 per annum with effect from 7 <sup>th</sup> May, 2019 (the date upon which Members of the Council officially took up office after the local elections).
3.1.4	The Committee is also requested to consider whether to apply the revised allocation of the special responsibility allowances, as set out in Appendix 3, with effect from 21 <sup>st</sup> May, 2019 (the date of the Annual Council Meeting). For a number of years, the Council has agreed a split in the special responsibility allowance budget so as to pay both the Chairpersons and the Deputy Chairpersons of the Standing Committees and the Party Officers (Party Leader, Deputy Party Leader and Party Secretary – depending upon Party size). In this new Council Term, there are now eight Parties as opposed to the six we had in the previous Term and therefore there are more Party Officers sharing the overall allowance. If the increase in the overall budget is not applied, then this will mean that the Committee will need to approve a new split of the SRAs. A suggested split is set out in Appendix 2.

3.2	<u>Financial &amp; Resource Implications</u>
3.2.1	The increase in the basic and special responsibility allowances has been included in the budget.
3.3	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.3.1	None associated with this report.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 – Current split of SRAs Appendix 2 – Revised split of SRAs if the overall increase in the budget is not applied Appendix 3 – Revised split of SRAs if the overall increase in the budget is applied

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**Allocation of Special Responsibility Allowance – Current**

**Chairpersons and Deputy Chairpersons**

<b>Position</b>	<b>Allowance</b>	<b>Number of posts</b>	<b>Total</b>
Chairpersons	£6,150	6	£36,900
Deputy Chairpersons	£3,000	6	£18,000
Chair BW&UH Cttee	£3,000	1	£3,000
Dep Chair BW&UH Cttee	£1,500	1	£1,500
<b>Total</b>			<b>£59,400</b>

**Political Party Officers**

Party Officer Basic Allocation

£3,000

Remainder allocated to Political Party Leaders

£168.42 per Member of the Party

<b>Position</b>	<b>Number of Members</b>	<b>Allocation per party Member</b>	<b>Allocation per Party Strength</b>	<b>Basic Allocation</b>	<b>Total</b>
SF Party Leader	19	£168.42	£3,199.98	£3,000	£6,199.98
SF Deputy Leader				£3,000	£3,000
SF Secretary				£3,000	£3,000
DUP Party Leader	13	£168.42	£2,189.46	£3,000	£5,189.46
DUP Deputy Leader				£3,000	£3,000
DUP Secretary				£3,000	£3,000
Alliance Party Leader	8	£168.42	£1,347.36	£3,000	£4,347.36
Alliance Deputy Leader				£3,000	£3,000
UUP Party Leader	7	£168.42	£1,178.94	£3,000	£4,178.94
UUP Deputy Leader				£3,000	£3,000
SDLP Party Leader	7	£168.42	£1,178.94	£3,000	£4,178.94
SDLP Deputy Leader				£3,000	£3,000
PUP Party Leader	3	£168.42	£505.26	£3,000	£3,505.26
	57			£39,000	<b>£48,599.94</b>

Total

**£107,999.94**

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**Allocation of Special Responsibility Allowance – With Additional Party Leaders**

**Chairpersons and Deputy Chairpersons**

<b>Position</b>	<b>Allowance</b>	<b>Number of posts</b>	<b>Total</b>
Chairpersons	£5,800	6	£34,800
Deputy Chairpersons	£2,900	6	£17,400
Chair BW&UH Cttee	£2,900	1	£2,900
Dep Chair BW&UH Cttee	£1,450	1	£1,450
<b>Total</b>			<b>£56,550</b>

**Political Party Officers**

Party Leader Basic Allocation	£3,200
Deputy Leader/Secretary Basic Allocation	£2,900
Remainder allocated to Political Party Leaders	£140.83 per Member of the Party

<b>Position</b>	<b>Number of Members</b>	<b>Allocation per party Member</b>	<b>Allocation per Party Strength</b>	<b>Basic Allocation</b>	<b>Total</b>
SF Party Leader	18	£140.83	£2,534.94	£3,200	£5,734.94
SF Deputy Leader				£2,900	£2,900
SF Secretary				£2,900	£2,900
DUP Party Leader	15	£140.83	£2,112.45	£3,200	£5,312.45
DUP Deputy Leader				£2,900	£2,900
DUP Secretary				£2,900	£2,900
Alliance Party Leader	10	£140.83	£1,408.30	£3,200	£4,608.30
Alliance Deputy Leader				£2,900	£2,900
SDLP Party Leader	6	£140.83	£844.98	£3,200	£4,044.98
SDLP Deputy Leader				£2,900	£2,900
Green Party Leader	4	£140.83	£563.32	£3,200	£3,763.32
PBPA Leader	3	£140.83	£422.49	£3,200	£3,622.49
UUP Leader	2	£140.83	£281.66	£3,200	£3,481.66
PUP Leader	2	£140.83	£281.66	£3,200	£3,481.66
	60			£43,000	<b>£51,449.98</b>

Total

**£107,999.80**

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**Allocation of Special Responsibility Allowance – at new maximum levels**

**Chairpersons and Deputy Chairpersons**

<b>Position</b>	<b>Allowance</b>	<b>Number of posts</b>	<b>Total</b>
Chairpersons	£6,000	6	£36,000
Deputy Chairpersons	£3,000	6	£18,000
Chair BW&UH Cttee	£3,000	1	£3,000
Dep Chair BW&UH Cttee	£1,500	1	£1,500
<b>Total</b>			<b>£58,500</b>

**Political Party Officers**

Party Leader Basic Allocation	£3,500
Deputy Leader/Secretary Basic Allocation	£3,000
Remainder allocated to Political Party Leaders	£168.70 per Member of the Party

<b>Position</b>	<b>Number of Members</b>	<b>Allocation per party Member</b>	<b>Allocation per Party Strength</b>	<b>Basic Allocation</b>	<b>Total</b>
SF Party Leader	18	£168.70	£3,036.60	£3,500	£6,536.60
SF Deputy Leader				£3,000	£3,000
SF Secretary				£3,000	£3,000
DUP Party Leader	15	£168.70	£2,530.50	£3,500	£6,030.50
DUP Deputy Leader				£3,000	£3,000
DUP Secretary				£3,000	£3,000
Alliance Party Leader	10	£168.70	£1,687.00	£3,500	£5,187.00
Alliance Deputy Leader				£3,000	£3,000
SDLP Party Leader	6	£168.70	£1,012.20	£3,500	£4,512.20
SDLP Deputy Leader				£3,000	£3,000
Green Party Leader	4	£168.70	£674.80	£3,500	£4,174.80
PBPA Party Leader	3	£168.70	£506.10	£3,500	£4,006.10
UUP Party Leader	2	£168.70	£337.40	£3,500	£3,837.40
PUP Party Leader	2	£168.70	£337.40	£3,500	£3,837.40
	60			£46,000	<b>£56,122</b>

Total

**£114,622**

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<b>Subject:</b>	City Region Growth Deal – update
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Suzanne Wylie, Chief Executive
<b>Contact Officer:</b>	Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources Emer Husbands, Strategic Performance Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To update Committee on the progress of the Belfast Region City Deal (BRCD).
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked:</p> <ul style="list-style-type: none"> <li>To note the governance and programme arrangements that have been put in place to support the development of the next phase of the BRCD which includes the production of an implementation plan and funding agreement for the delivery of the BRCD programme and associated projects</li> <li>To note the next steps on the development of the SOC for the Dublin Rail Connectivity and Economic Corridor.</li> </ul>

	<ul style="list-style-type: none"> <li>• To approve the next stages in the delivery of the Belfast Destination Hub including; <ul style="list-style-type: none"> <li>– the establishment of a robust governance structure; the production of a Treasury compliant green book appraisal; development work on potential site identification and a communications plan and</li> <li>– the recruitment of a Project Director to lead the development and delivery of the project</li> </ul> </li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	Members will be aware that a major programme to enable the development of the Belfast Region City Deal (BRCD), in accordance with the requirements of the Ministry for Housing, Communities and Local Government (MHCLG), resulted in the submission of the BRCD proposition document to NIO and UK government on 30 <sup>th</sup> September 2018. The proposition outlined approximately 22 projects across the investment pillars of Digital / Innovation, Infrastructure and Tourism led Regeneration underpinned by a significant employability and skills programme, which will provide inclusive job opportunities and significantly enhance the region's economy.
3.2	As a result, in his budget on 29 <sup>th</sup> October 2018 the Chancellor announced a commitment of £350m from UK government, leveraging at least £350m from NI regional government, £100m from the BRCD councils and £50m from the two universities to deliver the proposed BRCD programme. This provided a starting funding package of £850m which will be further enhanced by at least £150m private sector investment, providing the BRCD with a 10 year £1billion Programme of Investment.
3.3	At the March Committee Members approved the BRCD Heads of Term document which set out the funding commitment for the £850m investment Programme announced by the Chancellor and reflected the programme of investment presented in the BRCD proposition document.
3.4	<p>This document was then signed by both governments, the six councils and the two universities, allowing work to progress on the next phase of the development of the programme.</p> <p><b>Programme Development - Progress to Date</b></p>
3.5	A key element in developing the BRCD Programme was the governance structures that were put in place to support partnership working and effective decision making at both

	individual council level and collectively across the programme. This included a Joint Council Forum, comprising Councillors from all six partner Councils and a Programme Board with senior representation from all the partners. These structures have been built upon to support the next phase of delivery with Advisory Boards created for each of the Pillars of Investment to oversee and support the development of Outline Business Cases (OBCs) for each of the BRCD projects.
3.6	<p>Significant resources have been committed by all the partner organisations to support the development of the overall programme and individual OBCs. As the accountable body BCC has put in place a programme office which will work across the partnership and with UK Govt and NICS departments to deliver the key documents required for this phase which are</p> <ul style="list-style-type: none"> <li>• A Financial Plan and Agreement</li> <li>• A Deal Document- detailed document covering all elements included within Heads of terms, including Governance Framework</li> <li>• An Implementation Plan- summarising milestones for key deliverables, outputs, resources and risk mitigation for each project</li> <li>• Outline Business Cases (OBCs) for the individual BRCD projects</li> </ul>
3.7	<p>The BRCD programme office will also support the overall management and delivery of the programme as well as developing internal frameworks in areas including;</p> <ul style="list-style-type: none"> <li>• Governance and Decision Making</li> <li>• Financial Planning and Management</li> <li>• Programme and Project Management</li> <li>• Performance Monitoring and Assurance</li> <li>• Communication and Engagement</li> </ul>
3.8	<p>Given the scale of the five proposed Innovation projects, the two universities have established a joint programme office to oversee their development and delivery. Based at QUB this programme office not only demonstrates their commitment to the projects but also to the partnership between the two universities and maximising the benefits across the innovation investment pillar.</p>
3.9	<p>The Belfast Met and FE colleges who are leading on the Employability and Skills Programme are about to recruit a Programme Manager to support the development of this pillar. The post will be funded by the colleges and will be located in the BRCD Programme Office in BCC.</p>

3.10	In addition the Fraunhofer Institute which is leading the way in digital innovation and smart districts / testbeds, have been appointed to develop an implementation plan for the Digital element of the deal.
3.11	<p>The final Investment pillar of Infrastructure is being led by DfI, given they will be solely responsible for the delivery of the projects. As with other strands, BRCD partners will be represented on the Board and progress will be reported in through the current governance structures. A key infrastructure project for the Belfast City Region, which will enhance and compliment the BRCD programme, is the development of the Dublin Rail Connectivity and Economic Corridor. In January 2019 the City Growth and Regeneration Committee approved the commissioning of a 'Stage 2 Strategic Outline Business Case' for an improved rail network between Belfast and Dublin offering 60 minute journey times, improved level of service and significant improvements in air quality and long term environmental impact. Members are asked to note that funding will be matched from private and public contribution to progress the Strategic Outline Business Case with an expected completion of the work in October 2019. Belfast City Council contribution will be met from within current departmental budgets in line with previous approvals.</p>
3.12	<p><b>Belfast Destination Hub</b></p> <p>BCC is also putting in place specific resources to progress the Destination Hub, which is a key project under the tourism strand of the deal. Within the BRCD, the Destination Hub mirrors the ambition of the Belfast Agenda to deliver a second world-class visitor attraction to generate additional tourist spend and footfall in the city centre. The Destination Hub proposal is for a single site in the city centre incorporating a range of facilities including the 'Belfast Story' visitor destination, a Northern Ireland film centre, gallery and exhibition space and a digital media/skills training facility.</p>
3.13	<p>Members will recall at its meeting 17<sup>th</sup> August 2018 the project moved from Stage 2 – Uncommitted on the Capital programme and an Outline Business Case was completed. The UK Treasury has now published its guidelines on the required Green Book economic appraisals required for each project within the Infrastructure, Tourism, Regeneration and Employability and Skills BRCD pillars – including the Belfast Destination Hub. In line with Treasury recommendations, and in recognition of a project of this scale, scope and complexity, it is now necessary to move forward with a new phase of development that comprise of a number of work strands. Currently this includes the establishment of a robust governance structure with strategic partners such as Tourism NI, NI Screen, National Museums of NI and</p>



	<p>the Department of Finance; the production of a Treasury compliant green book appraisal; development work on potential site identification and a communications plan to include further concept development with a strategic communications framework. To deliver a project of this magnitude for the city and the region, it will be necessary to allocate the necessary resources to deliver the work strands and for the appointment of a Project Director on a three year fixed term contract to drive the project forward. Members should note that all costs associated with these work strands and the appointment of a Project Director are to come from existing resources.</p>
3.14	<p><b>Next Steps – Member Engagement</b></p> <p>As with phase 1 of the Programme individual councils will be responsible for all decisions relating to investment in their individual projects and in Belfast SP&amp;R will continue to receive regular updates on the both the council's projects and the overall programme. Members from all six councils will also continue to meet through a Joint Members' Forum and it is proposed the next meeting of this will be held in September 2019. Proposed arrangements for this meeting will be brought to the August Committee meeting.</p>
3.15	<p><u>Financial &amp; Resource Implications</u></p> <p>All costs associated with the BRCD are within existing budgets.</p>
3.16	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>The Approach taken to develop the City Deal has been subject to independent equality screening and rural proofing and states that;</p> <p><i>BRCD is inherently inclusive, affording an opportunity for the region to grow in a way that will benefit the economy of Northern Ireland as a whole, thereby enhancing the lives and well-being of its citizens. If during further development of the programme it becomes apparent that there may be an adverse impact on certain groups or communities then the partnership commits to carrying out further Section 75 work and including screening and EQIAs as and when appropriate.'</i></p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None

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<b>Subject:</b>	Customer Focus Programme Update
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Ronan Cregan, Deputy Chief Executive, Director of Finance & Resources
<b>Contact Officer:</b>	Rose Crozier, Customer Focus Programme Director

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	Members are reminded that in March 2019 Committee considered proposals for the Customer Focus Programme and agreed the implementation approach, key milestones of the implementation plan, the programme workstreams and the resource requirements that will be necessary to successfully take forward the programme of work.
1.2	This report provides an update on activity during the last quarter and seeks support to progress a number of elements including the establishment of a mechanism to involve elected members in the design of the Customer Hub to ensure Members' needs are met.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ol style="list-style-type: none"> <li>1. Approve the establishment of a cross party task and finish group to engage with the Customer Focus programme to represent Members' needs throughout the design and</li> </ol>

	<p>implementation phases of the programme. A draft Terms of Reference for the task and finish group is attached at <b>Appendix 1</b>.</p> <p>2. Approve the use of the 'Nextdoor' social media platform as a pilot to assess its effectiveness and potential as part of the Customer Hub design.</p> <p>3. Note progress during the last quarter including the appointment of a Customer Services Manager and the award of contract for the Strategic Delivery Partner.</p>
<b>3.0</b>	<b>Main report</b>
3.1	<p><b><u>Elected Member Engagement in the Customer Focus Programme</u></b></p> <p>The Customer Hub will deal with customer contact for all departments and services, across all channels (online, mobile, telephone, face-to-face, email, social media) and will oversee the introduction of a single telephone number for the Council.</p>
3.2	<p>A key focus in the design of the Customer Hub will be a streamlined process to proactively manage the information requirements of elected members. It is important that, during the design and implementation phases, elected members are engaged in the design process. It is therefore proposed that a cross party task and finish group is established to provide insight and guidance regarding Members' requirements to influence the design of the Customer Hub and the channels therein. A draft Terms of Reference is attached at <b>Appendix 1</b>.</p>
3.3	<p><b><u>Appointment of Customer Services Manager</u></b></p> <p>Integral to the overall Customer Focus programme will be the design and implementation of the Customer Hub including staffing and operation. The post of Customer Services Manager is seen as critical to the successful operation of the hub and therefore recruitment of the post was a priority. Members are advised that the post has been recruited successfully.</p>
3.4	<p><b><u>Proposed Pilot of Nextdoor</u></b></p> <p>The design of the Customer Hub will include a review of how social media channels are managed from both corporate and service delivery perspectives. A new channel called 'Nextdoor' has emerged in recent years and is growing in use in Neighbourhoods in Belfast (currently 20,000+ members). Nextdoor is a website and app for neighbourhoods connecting people with their neighbours to build stronger, safer and happier communities. Residents use Nextdoor for a variety of things but some of the most popular are to discuss local issues, get recommendations and to get to know their neighbours. The tool is used effectively to tackle growing issues in communities such as fighting loneliness among older people and setting up self-help groups.</p>
3.5	<p>This platform differs from other social media platforms in that it is geographically based, it has a residents' only membership and is moderated within neighbourhoods by local residents. Nextdoor has clear community guidelines that stop negative behaviour like trolling or aggressive language. As every Nextdoor member must be a verified local resident using their real name, negative behaviour is unusual.</p>
3.6	<p>Nextdoor provides public service with a free tool to communicate and engage directly with residents with every account having unlimited user accounts for staff. Public service accounts cannot see residents' posts but they can see responses to their posts as well as receive private messages. Posts can be targeted to local area e.g. ward or DEA.</p>

3.7	<p>Photographs, videos and other documentation can be attached to posts. Types of posts can include general information, polls, an event or urgent alerts, for example:</p> <ul style="list-style-type: none"> <li>Public services can use the polling feature to get resident feedback about concerns and priorities. Residents can only vote once and are verified as living in the ward.</li> <li>Urgent alerts are messages that appear as app notifications, emails and if residents have signed up for the service, a SMS text message.</li> </ul> <p>Members may be aware that PSNI has recently committed to using the platform regionally.</p> <p>We have received a proposal from Nextdoor for Belfast City Council's use of the platform for publishing public service messages. It is proposed that Council assesses the use and effectiveness of Nextdoor on a pilot basis as part of the design of the Customer Hub.</p>
3.8	<p><b><u>Award of contract for Strategic Delivery Partner</u></b></p> <p>The Council needs to make savings, increase efficiency and also meet the expectations of the city's citizens in delivering services which are centred on their needs. To fast track implementation, we have procured a strategic delivery partner to assist with the design and implementation of a corporate approach to Customer Management. The contract has been awarded to PA Consulting. The role of the strategic delivery partner will include:</p> <ol style="list-style-type: none"> <li>Design and implementation of a Multi-Channel Customer Hub, taking a 'wide and thin' approach to managing customer services.</li> <li>Delivering a business process review of Cleansing and Waste services to facilitate a 'digital first' approach to agile user-centred service design.</li> <li>Transfer of knowledge to allow the Council to continue service design in other areas.</li> <li>Programme oversight to ensure projects align with established design principles ensuring seamless UX (User Experience) design and integration.</li> </ol>
3.9	<p><b><u>Workstream Update</u></b></p> <p>The technical workstreams of the Customer Focus programme (Website, CRM and Integration) are at the initial stages of development and focus in the last quarter has been on researching the market, defining requirements and our approach to procurement.</p> <p>The Service Design and Implementation workstream continues to work on coordinating the programme of change across the organisation ensuring alignment of objectives and will, with the appointment of the strategic delivery partner, focus on development of our agile service design approach to transformation in order to make significant and accelerated progress to meet the key aims of the programme. A key part of this process, will be to involve our staff at all stages of the design and to ensure that communications on any impacts will be clear and timely.</p> <p>Workstream definitions can be found at <b>Appendix 2</b>.</p>
3.10	<p><b><u>Financial &amp; Resource Implications</u></b></p> <p>SP&amp;R agreed in November 2017 to establish a specified reserve to finance the customer focus programme.</p>
	<p><b><u>Equality or Good Relations Implications/Rural Needs Implications</u></b></p>
3.11	<p>Work on the EQIA and Rural Needs Assessment for the Customer Focus Programme has been initiated.</p>
4.0	<p><b>Appendices – Documents Attached</b></p>

	Appendix 1 – Customer Focus cross party task and finish group draft Terms of Reference
	Appendix 2 – Workstream definitions

### Customer Focus Task and Finish Group

#### Terms of Reference

##### Overall Objective

The overall objective of the Customer Focus **Task and Finish** Group is to engage with the Customer Focus Programme, to provide advice and guidance regarding Elected Members' requirements, to influence the design of the Customer Hub to ensure Members' needs are met.

##### Detailed Objectives

1. To provide political support in terms of party groupings and the Strategic Policy and Resources Committee for the delivery of the Council's Customer Focus programme.
2. To support the development and implementation of the Council's Customer Focus programme.
3. To hold officers to account for the delivery of an agreed programme of work.
4. To track and monitor the achievement of agreed outcomes.

##### Membership

- All political party groupings should be represented.
- Each political party grouping should have one representative.
- .

##### Ways of Working

- The **Task and Finish** Group will decide on arrangements for chairing the meetings.
- The **Task and Finish** Group will meet as required. .

##### Governance

- The **Task and Finish** Group will not have decision-making powers. The minutes of its meetings will be reported to the Strategic Policy and Resources Committee.

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## **Appendix 2 Workstream Definitions**

- 1 Website workstream – Website design and creation of a new Council website which will include a new design, navigation, citizen logon and customer portal for online transactions.
- 2 Corporate Relationship Management (CRM) workstream – Design and implementation of a new corporate CRM which will be used to manage and analyse all customer interactions and data, with the goal of improving customer service relationships.
- 3 Integration workstream – Implementation of a new approach to integration between critical line of business systems, website and the new corporate CRM.
- 4 Service Design and Implementation workstream – Overseeing key business change elements such as user centred design, communications, training and Organisational Design (OD). A user centred approach will be developed by the Strategic Hub to ensure that the design of the Council's services are focused upon who will use those services, aiming to achieve improvements in user experience (UX) and making services more cost effective to deliver. The OD element will include a review of roles/responsibilities, job descriptions, contractual changes and recruitment.
- 5 Emerging opportunities workstream – This workstream will focus on the introduction of newly designed services based on the new user centred design approach. The first area where the approach will be used is within Cleansing and Waste services initially focussing on the design of an online 'Bulky Waste' service.

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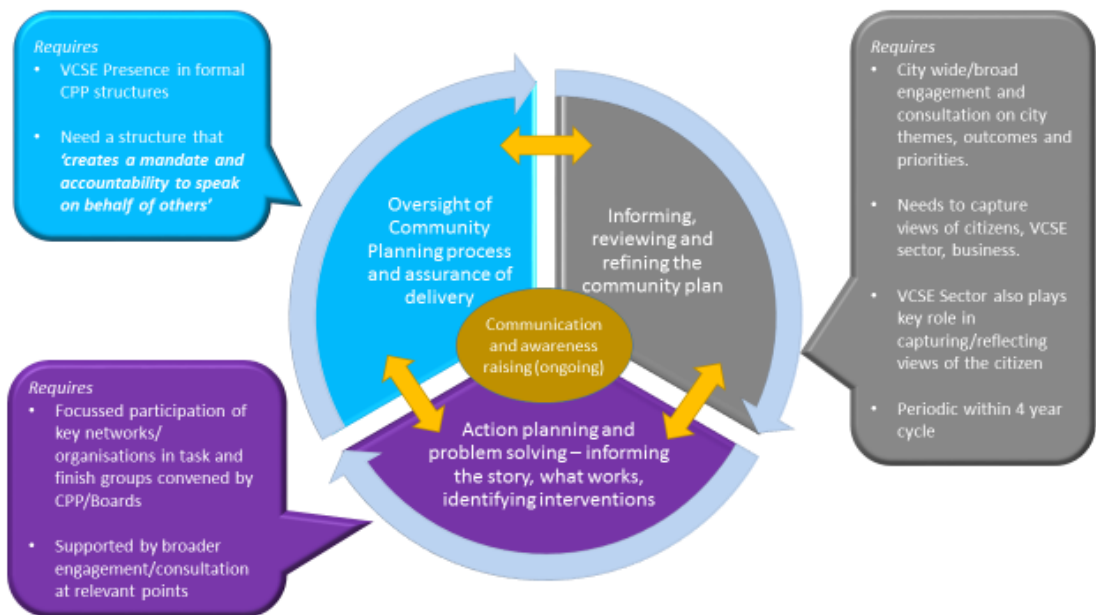
<b>Subject:</b>	Strengthening the role of the voluntary, community and social enterprise sector in community planning.
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	John Tully, Director of City and Organisational Strategy
<b>Contact Officer:</b>	Christine Robinson, Strategy Policy and Partnership Manager David Cuthbert, Community Planning Officer

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	This report is to seek agreement to move forward with the implementation of arrangements to strengthen representation of the voluntary, community and social enterprise (VCSE) sectors in community planning.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <p>a) Agree the overall model for VCSE sector participation and representation in the community planning process. Including:</p> <ul style="list-style-type: none"> <li>the establishment of a Sectoral Advisory Panel;</li> <li>the establishment of a VCSE Network for Belfast;</li> <li>the embedding of VCSE participation in current action planning activity being convened by the community planning partnership; and</li> </ul>

	<ul style="list-style-type: none"> <li>the provision of a brokerage resource to enhance engagement with the sector.</li> </ul> <p>b) agree that council should make an initial contribution of up to £30,000 to enable progress to continue;</p> <p>c) Agree that a financial contribution should be sought from community planning partners to implement the model;</p> <p>d) Note that the full implementation of the structures will be dependent on funding from community planning partners.</p>
<b>3.0</b>	<b>Main report</b>
	<u>Background</u>
3.1	Since publishing the Belfast Agenda, our Community Planning Partnership has begun to make real progress in establishing joint working and action planning approaches across a number of key Belfast Agenda commitments.
3.2	Members will be aware that Council has been working hard to build the Partnership's approach in a number of key enabling areas; to ensure the partnership is fit for purpose; to deliver the impact aspired to in the Belfast Agenda; and to improve the process of community planning into the future.
3.3	A key focus of this work is strengthening how we facilitate more effective participation and representation of the voluntary, community and social enterprise sectors. Over recent weeks and months, we have been engaging with community planning partners and a wide range of organisations and groups across Belfast's VCSE sector to develop the model.
	<u>Voluntary, Community and Social Enterprise (VCSE) sectors representation in community planning</u>
3.4	To jointly develop this model with Belfast's VCSE sectors, and to understand what arrangements would ensure effective participation within the Belfast context, a series of engagement workshops were held with organisations and groups operating in the city. Over 100 people from over 70 community and voluntary organisations/groups participated in these engagements – the discussions considered 3 forms of participation in the community planning process which are summarised in the diagram below:



3.5 Feedback from the engagement sessions indicated broad support for this approach, and has helped to inform what the role and purpose of a Forum/Panel might entail, its membership, and what communication mechanisms and support may need to be put in place to ensure effective implementation (e.g. online, sectoral events etc).

3.6 The proposed model for VCSE sectors representation and participation in community planning has now been further developed and is summarised as follows:

- i. Establishment of a **Sectoral Advisory Panel** to facilitate the selection of VCSE sectoral delegates, who can advocate on behalf of others in the sector, in the formal community planning governance structures.
- ii. Establishment of a **VCSE Network** to facilitate effective and ongoing communication across the wider VCSE sectors in the city, in relation to the Belfast Agenda, community planning and the work of the Sectoral Advisory Panel, and to provide appropriate engagement and consultation opportunities to support the community planning process;
- iii. Utilising both the knowledge, expertise and stakeholder intelligence from both (i) and (ii) above, to assist the Community Planning Partnership in identifying appropriate stakeholder **participation from VCSE sectors in action planning** activities/working groups.

	Further information on each of these elements is outlined below:
3.7	<p><u>Sectoral Advisory Panel</u></p> <p>Members are asked to agree to the establishment of a Sectoral Advisory Panel. In summary the purpose of the Panel will be to:</p> <ul style="list-style-type: none"> <li>i) Ensure the Voluntary, Community and Social Enterprise Sector's voices are articulated by participating in the Community Planning Partnership and its governance structures, and providing advice and advocacy on the sector's behalf.</li> <li>ii) Support the development of cross-sectoral relationships and improved partnership working by increasing collaboration, assisting in identifying key stakeholders and networks, and acting as a two way conduit for information sharing and engagement,</li> <li>iii) Promote ongoing and effective community engagement by promoting broad and inclusive engagement and consultation.</li> </ul>
3.8	<p>It is envisaged the Panel will be comprised of up to 15 members (drawn from organisations and groups operating with the VCSE sectors in Belfast) via a nomination and selection process that will seek to ensure as far as possible a balanced membership across:</p> <ul style="list-style-type: none"> <li>• Thematic areas and priorities in the Belfast Agenda</li> <li>• Coverage of the city geography</li> <li>• S75 groups</li> <li>• Large and small organisations</li> </ul>
3.9	<p>Feedback from the recent engagement process has informed development of a draft 'Terms of Reference', which sets out in more detail:</p> <ul style="list-style-type: none"> <li>• The purpose of the Sectoral Advisory Panel</li> <li>• Principles and code of conduct</li> <li>• Role of Panel Members and the Chair Person</li> <li>• Membership criteria and selection process; and</li> <li>• Operational matters.</li> </ul>
3.10	<p>A further short consultation exercise (up to 5<sup>th</sup> August 2019) will invite VCSE stakeholder input to help refine the Panel's implementation, in advance of commencing a nomination</p>

and selection process to populate the Panel. Members are also invited to comment on the draft Terms of Reference (attached to this report in Appendix 1).

Subject to Member approval, and the agreement of Community Planning Partners, the proposed timeline for establishing the Sectoral Advisory Panel will be as follows:

Committee/Council approval and agreement of CP Partners to establish Sectoral Advisory Panel	June 2019
Further engagement/consultation on proposed draft Terms of Reference	June & July 2019
Refinement of Panel Terms of reference and selection criteria/process	August 2019
Appointment of independent expert support to administer selection process on behalf of the CPP	September 2019
Commencement of open call for nominations to Panel and application of selection process	September 2019
Inaugural meeting of Sectoral Advisory Panel	October 2019

#### VCSE Network

- 3.11 Members are asked to agree to the establishment of an inclusive city-wide VCSE network, to support the community planning partnership and the sectoral advisory panel. This will greatly enhance our ability to effectively communicate and engage with the wider VCSE sectors in the city. The purpose of this network would be to facilitate effective dissemination of information, and co-ordinate engagement around key Belfast Agenda themes.
- 3.12 This network will be primarily virtual (online) – in registering to be part of the network participants will be entering into a commitment from City Partners to receive communications, and also opportunities to be engaged in the shaping and design of the Belfast agenda and its delivery. In practical terms, this will involve website content, social media, an online engagement platform, along with a series sectoral engagement events (a programme of engagement around Belfast Agenda and community planning themes is being developed with Partners to animate this process).
- 3.13 It is proposed to launch the network and registration in line with the timeframes for commencement of the sectoral advisory panel. This will involve broad communications and awareness raising to promote registration and sign up from across the VCSE sectors as widely as possible. An initial network engagement event will then take place in Autumn 2019, based around Belfast Agenda themes (e.g. health and wellbeing).

	<p><u>VCSE Sectors participation in detailed action planning</u></p> <p>3.14 In delivering Belfast Agenda priorities, community planning partners are convening a range of action planning activities with relevant stakeholders, often on a ‘task and finish’ or ad hoc basis, to explore evidence and data, understand issues at hand, and develop interventions through collaborative working.</p> <p>Immediate steps are being taken to embed strengthened VCSE sectors participation in action planning, working with Action leads to ensure stakeholder identification/mapping and engagement plans are in place across areas of work including (for example):</p> <ul style="list-style-type: none"> <li>• Drugs, alcohol and mental health</li> <li>• Addressing avoidable winter deaths</li> <li>• Children and young people, early years and family support</li> <li>• Good relations</li> <li>• Addressing educational inequalities</li> <li>• Employability and skills</li> </ul> <p>3.15 Going forward the strengthened approach to VCSE participation afforded by the sectoral advisory panel and wider network aims to facilitate:</p> <ul style="list-style-type: none"> <li>• Improved identification of key stakeholders and involvement to key organisations, groups and networks to participate in such groups through advice of the sectoral advisory panel, and</li> <li>• a more coherent supporting engagement mechanism to seek views across the wider VCSE sectors (through the VCSE Network) in relation to the themes and action plans under development.</li> </ul> <p><u>Support Model</u></p> <p>3.16 The success of strengthened participation and representation of the VCSE sectors in Belfast will require significant effort to support and co-ordinate this activity. Crucially, a review of similar models in other Cities with large and diverse VCSE sectors has identified the need for a dedicated support role that primarily seeks to promote the Panel and Network as the authentic mechanism for engaging with community planning. This requires strong networking and relationship building across the Belfast’s VCSE sectors often at an informal level. In other cities with large and complex VCSE sectors, this role is usually undertaken via a dedicated post holder who has senior experience of working in the</p>
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	sector(s), and knowledge of its operation, with the ability to effectively engage others and promote partnership working.
3.17	<p>Additionally, practical support is required for:</p> <ul style="list-style-type: none"> <li>• Administering the selection process to identify the Sectoral Advisory Panel members;</li> <li>• Providing secretariat for the Sectoral Advisory Panel, including assistance with preparing agendas, making arrangements for meetings, taking minutes etc;</li> <li>• Managing communications across the Sectoral Advisory Panel to assist panel members in reporting of their activity, and across the wider VCSE Network (web site, Email newsletters, social media; and</li> <li>• Organising and managing sectoral engagement events on behalf of the Sectoral Advisory Panel and Community Planning Partnership.</li> </ul> <p><u>Financial &amp; Resource Implications</u></p>
3.18	It is estimated that the financial implication of fully implementing this model will be in the range of £85 – 100k.
3.19	Timely implementation and launch of the proposed model (envisaged for Autumn 2019) is dependent on the necessary resource being made available by Council and Community Planning Partners. Officer discussions with potential funders, including Department of Communities are ongoing. It is proposed to write to Community Planning Partner organisations to seek a resource contribution to support implementation.
3.20	It is requested that the Council make an initial contribution of up to £30,000 to enable the work to move forward, this funding will be drawn from the City and Organisational Strategy Departmental budget.
3.21	Implementation of the recommendations in this report are subject to the availability of suitable funding.
	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.22	There are no equality or good relations implications as a result of this report, however the proposals contained within the report will support enhanced consideration of equality and

	good relations issues by ensuring more robust community involvement via strengthened representation in the community planning process.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 – Draft Terms of Reference (and consultation questions) for a ‘Sectoral Advisory Panel’

# Strengthening representation and participation of the Voluntary, Community and Social Enterprise sectors in Community Planning:

## Consultation on Terms of Reference for a 'VCSE Sectoral Advisory Panel' for Belfast

### Introduction

Belfast Community Planning Partnership values the voluntary, community and social enterprise (VCSE) sectors and is eager to deepen its partnership in recognition of the energy, ideas and contribution that these sectors make. In strengthening our approach, the Partnership is keen to facilitate both greater levels of involvement and a shift towards co-production and collaborative approaches to deliver the improved outcomes for our citizens that our city aspires to in the Belfast Agenda.

To begin to bring this commitment to reality, the Community Planning Partnership has been engaging with the organisations and groups across these sectors during Spring 2019 – in March 2019, the Community Planning Partnership held a series of workshop conversations with VCSE sector participants to shape early proposals for strengthening VCSE sectors participation in each of the areas above. A summary of the feedback received during this engagement is available to [download here \(insert link\)](#).

In building our approach we have reflected on what people told us to further develop proposals that enable:

- **Participation in Community Planning Partnership structures** – People told us this type of participation needs to ensure that any arrangements provide a balanced view across the VCSE sectors, taking into account the whole geographical area of Belfast and the range of thematic and other interests of the sectors. The statutory guidance for community planning also requires the Community Planning Partnership to be satisfied that there is an accountable structure and mandate for those representatives attending the Partnership to reflect the views and interests of others in the VCSE sectors

*To do this we are proposing to establish a 'Sectoral Advisory Panel' and have developed a draft Terms of Reference, along with some proposals for establishing initial membership of the Panel. We are keen to hear your views on the key elements of these proposals.*

- Ensuring effective and appropriate levels of VCSE sectors **participation in working groups and action planning activity** to maximise the value of these inputs – People told us that it is important not to create new structures or forums where these exist already, and that any arrangements should utilise these networks where possible.

*We are not proposing to create new forums or networks at this stage for this purpose. Instead we are proposing to build the Community Planning Partnership's stakeholder intelligence (to ensure focussed participation in these forms of engagement is targeted at those organisations and groups who are best placed to contribute) via*

- *Knowledge, expertise and relationships of the Sectoral Advisory Panel members*
- *Community Planning Partners existing links to VCSE sectors organisations and networks*

- *Building a Belfast VCSE sectors network to allow organisations to register interest and contact details (see below).*
- A vibrant, visible and managed approach to sector wide **awareness raising, communication, engagement and consultation** in relation to community planning, that maximises opportunities for the wider sector to input their views at key points in the community planning process.

*We are proposing to build our communications and engagement strategy via the creation of a Belfast VCSE sectors network, promoting 2 way information flow, through both online (website platform and email updates), social media and a programme of Sectoral engagement events throughout the year.*

## **Proposals for a Sectoral Advisory Panel – have your say**

We are currently seeking views on the emerging proposals for the Sectoral Advisory Panel outlined above. In the following sections of this document, we ask for your views on key elements that will form the basis for the initial Terms of Reference for the Panel. The elements we are asking you to comment on are:

1. The purpose of the Sectoral Advisory Panel
2. Proposed principles and draft code of conduct
3. Roles and responsibilities of Panel Members and the Chair person
4. Membership – criteria and process for selection
5. Operational details – number of meetings per year, agendas, minutes etc.
6. Reporting arrangements; and
7. Any additional comments

This consultation phase closes on 5<sup>th</sup> August 2019.

A paper based version of the consultation is also available upon request.

Following the close of this consultation, we will hold an information event to update you on next steps and proposals for implementation. A date and venue for this event, along with information on how to register is being finalised and will be widely circulated in due course.

## 1. Role and Purpose of the Sectoral Advisory Panel

The proposed role and purpose of the Sectoral Advisory Panel will be to:

i) *Ensure the Voluntary, Community and Social Enterprise Sector's voices are articulated by;*

- **influencing** the community planning process through participation in the governance structure through nomination of delegates from the Panel to sit on the Belfast Community Planning Partnership, and other Partnership structures (e.g. Delivery Boards and/or working groups)
- **advising** the Community Planning Partnership on sectoral perspectives in relation to community plan themes and the community planning process, **advocating** on the wider sector's behalf, and by articulating and **reflecting the views of others** within the wider sector and/or the Panel's relevant areas of expertise (e.g. geographical area, thematic interests, identity/s75 categories).

ii) *Support the development of Cross-sectoral Relationships and improved Partnership working by;*

- **increasing collaboration** between voluntary, statutory and business sectors through panel member participation in both the Community Planning Partnership and action planning/working groups etc., promoting alignment of sectoral priorities/delivery to community planning outcomes.
- advising the partnership in **identifying key sectoral organisations, groups and networks, stakeholders** etc. for the purposes of ensuring appropriate stakeholder participation and involvement in focused action planning working groups/thematic task groups etc.
- acting as a **2-way conduit for sharing information** with the sector on the work of the Partnership, and **gathering wider sectoral views and inputs** by supporting engagement and consultation with existing partnerships, networks, forums and sectoral groups.
- assisting the Community Planning Partnership in assessing how work of the Partnership and implementation of Plans meet the needs of those most marginalised and disadvantaged over time.

iii) *Promote ongoing and effective community engagement by;*

- assisting the Community Planning Partnership in **ensuring the views, experiences and needs of all sections of the community**, including those who are seldom heard, are expressed, acknowledged and considered.
- **promoting and supporting broad community engagement** in the community planning process, including all section 75 groups and across the city.
- **connecting** the wider voluntary, community and social enterprise sectors and existing partnerships, networks, forums and inter-agency groups into the community engagement processes.
- acting in an **advisory capacity** to the Partnership in development and review of its wider engagement and communications strategies (and their implementation to achieve better outcomes for citizens).

**Question 1:** What are your views on the draft Role and Purpose of the Sectoral Advisory Panel (is it clear, is there anything missing?)

## 2. Principles and code of conduct

The Sectoral Advisory Panel will apply the following set of **principles** to its work and a code of conduct will apply to Panel Members to guide its application:

### 1. Partnership, collaboration and inclusive participation

- Panel members should actively encourage public participation from all sections of the voluntary community and social enterprise sectors, and promote a culture of partnership, collaborative working and shared responsibility.
- Panel members unable to maintain the required commitment to participating in the panel and fulfilling their roles as outlined in the panel's Terms of Reference should inform the Panel so that another member can step in.

### 2. Selflessness and advocating on behalf of others, rather than promoting self interest.

- Partnership members must act in the best interests of the Partnership and avoid situations where their personal interests or relationships interfere with acting in good faith and advocating on behalf of the VCSE sectors in Belfast.

### 3. Leadership

- Panel members should demonstrate leadership by showing respect for other members' views and opinions. Members should also demonstrate support for and foster trust in other members and by applying all these principles in all they do.

### 4. Objectivity

- In carrying out all Panel business, members should make objective and non-judgemental choices based on evidenced need and/or merit.

### 5. Honesty and integrity

- Panel members should not place themselves in any situation where other people or organisations might seek to influence them unduly for their own personal benefit or the group they represent.
- Partnership members must declare any potential conflicts of interest at the beginning of the Meeting and refrain from discussion and voting when applicable.

### 6. Openness and transparency

- Panel members should be as open as possible about all the collective decisions made and actions they take and ensure open and regular communication with others. Information should only be restricted when the wider public interest or the need for confidentiality clearly demands.

### 7. Innovation

- Panel members should seek to identify, promote and encourage the application of innovative solutions and practices to drive positive change and improvements in wellbeing for citizens.

**Question 2:** What are your views on the draft Principles and code of conduct for Panel Members (e.g. are they clear, can you suggest improvements?)

### **3. Roles and responsibilities of Panel Members and the Chair person**

*All Panel members would be required to demonstrate commitment and be willing to contribute to collaborative working. Panel members will support the progression of the community plan and community planning process by:*

- Participating in panel meetings, Community Planning partnership meetings and relevant working groups to help design and deliver on the community plan for the purposes of achieving improved wellbeing outcomes for citizens in Belfast.
- Envisaged time commitments are as follows (meetings usually 2-3 hours duration):
  - It is envisaged that the Sectoral Advisory Panel will meet up to 4 times per year.
  - Panel members nominated as delegates to attend the Community Planning Partnership will be required to attend approximately 2 Partnership meetings per year.
  - Panel members may be invited to attend other relevant Delivery Boards and/or adhoc working groups/Action Planning/Task groups in support of the Community Planning Partnership activities throughout the year
- The process for identification/nomination of Panel Members to act as delegates to Community Planning Partnership structures will be agreed and implemented by the Sectoral Advisory Panel.
- Working with other Panel members to identify actions, develop and agree action plans and ensure delivery against planned outcomes.
- Taking a lead in actions when required.
- Carrying out allocated tasks as agreed at meetings.
- Contributing to effective community engagement in the development and implementation of action plans.
- Engaging with other Voluntary Community and Social Enterprise Sector groups and with communities within the city. Effective and meaningful public participation will help to ensure action plans and decisions taken to improve services are responsive and reflect local needs.
- Promoting inclusivity by identifying hard to reach groups and appropriate methods of engagement.
- Contributing to the collection of relevant data for performance management
- Developing relationships across the city to foster collaborative working

*The Sectoral Advisory Panel will be chaired by a Panel member chosen from within the Panel membership. The Chair's responsibilities will include;*

- Chairing meetings
- Agreeing agendas
- Allocating/reviewing/co-ordinating actions between meetings
- Ensuring each action is attributed to an owner
- Ensuring feedback from members attending the Community Planning Partnership, Delivery Boards Action Plan teams/working groups.
- Ensuring that the Panel reports on progress as required
- Reporting back to the Community Planning Partnership
- Agreeing and reviewing performance management

**Question 3:** What are your views on the proposed roles and responsibilities of Panel Members and the Chair Person (e.g. are they clear, are there any missing, are there any you would remove?)

### **4. Membership, process and criteria for selection**

**Sectoral balance:** Membership of the Sectoral Advisory Panel would be drawn from organisations and groups within the voluntary, community and social enterprise sectors operating within the Belfast local government district boundary. It is envisaged the Panel will be comprised of up to 15 members, identified via an independently managed nomination and selection process that seeks to ensure as far as possible, a balanced representation of the VCSE sectors across:

- geographical areas of the city,
- thematic priorities based on economic, social and environmental wellbeing themes within the current community plan (the balance of thematic priorities may be reviewed and adjusted following development of future community plans),
- reflecting s75 groups, and
- Larger and smaller organisations.

**Term of Membership:** Membership of the Sectoral Advisory Panel would be initially for a 4-year term, at which point the membership will be refreshed via a further nomination and selection process. Existing Panel members would be eligible to re-apply for a further 4-year term via the same nomination and selection procedures.

**Panel Selection process:** The nomination and selection process applied to recruit Panel members would place emphasis on achieving a balanced membership across the areas highlighted above (see 'Sectoral balance' above) together with:

- a minimum level of relevant skills
- connections to VCSE networks and/or other VCSE organisations outside their own organisation/group
- commitment to advocating on behalf of the VCSE sectors' and participating as a Panel member.

The selection process would therefore not be a traditional competitive selection process of assessing experience, skills and expertise to identify the highest scoring candidates.

The process will comprise the following steps:

- A) Application/Expression of Interest** – Candidates to self-nominate via a written Expression of Interest (using an application Form approved by the Community Planning Partnership) including endorsement/confirmation of support for the candidate's nomination by at least 2 other Voluntary Community or Social Enterprise organisations, groups or networks/partnerships operating within Belfast.
- B) Assessment of applications** via an independent body tasked by the Community Planning Partnership – this process may include establishing an assessment panel, a discussion/interview with candidates to confirm relevant information/evidence of meeting the selection criteria.
- C) Successful candidates nominated to Sectoral Advisory Panel** by the independent body, whose role will be to identify a balanced membership (referred to above) with a range of expertise and skills.

As indicated above the assessment process will primarily seek to achieve a **balanced sectoral representation on the Panel, over and above identification of the most skilled/experienced candidates**. The selection process will take into account the following criteria in considering which candidates to formally nominate as Panel Members:

- Membership will be limited to one person per group or organisation. To be considered candidates must demonstrate **all of the following criteria (a-f)** in their Expression of Interest application:
  - a) Be either a Trustee/Director, Volunteer or staff member of a constituted community, voluntary or social enterprise organisation operating within the Belfast City Council area.



- b) Be able to demonstrate evidence of strong connections with other sectoral organisations/groups via membership and/or participation in other sectoral networks, forums or partnerships of VCSE organisations and groups beyond their own organisation, and must commit to sharing information and seeking views of others in relation to community planning via these wider networks.
  - c) be willing and able to attend meetings of the Sectoral Advisory Panel and where appropriate/applicable attend Community Planning Partnership, Delivery Boards and other working group meetings (where nominated to attend) in order to ensure there is VCSE representation across the levels of decision making within the community planning process.
  - d) be committed to signing an agreed code of conduct/way of working as a group .
  - e) have experience and/or knowledge of one or more of the thematic areas from the community plan.
  - f) have a good understanding of the needs of different communities experiencing inequality and disadvantage within and across the Council area, including S75 groups and communities of place.
2. In application of the above criteria [and in particular criteria (a), (e) and (f) above], the selection of nominees to be chosen as Panel members will take into account the following to ensure **balanced membership of the Panel** across:
- g) Gender: the Sectoral Advisory Panel membership should aim to have equal numbers or men and women. The representation of women should not fall below 40%.
  - h) Geographical representation: the Sectoral Advisory Panel membership should seek ensure balanced coverage across the Belfast geographical area.
  - i) Sectoral interests: The Sectoral Advisory Panel membership will seek to reflect a range interest groups working in the Voluntary, Community and Social Enterprise sectors to address economic, social and environmental wellbeing themes identified in the Belfast Agenda/community plan.
  - j) Section 75 groups: Selection of Panel members will also take into account the range of s75 groups that Panel members work with/represent, from a monitoring point of view. The selection of Members will seek to ensure as far as possible that all s75 categories are reflected.
  - k) Size of organisation based on income: Selection of membership will seek to ensure balance between across larger and smaller VCSE organisations/groups in the city, including a mix of persons in both paid staff and voluntary roles.

**Question 4a:** Do you agree that the Panel should seek to achieve a balanced membership with a range of skills/backgrounds rather than simply the most experienced/skilled candidates)?

**Question 4b:** Do you have any addition comments on the proposed selection process and criteria for membership?

**Question 4c:** Do you agree that a 4 year term of membership for Panel Members is appropriate?

Yes / No / If no what would your suggested term of membership for Panel Members be?

## **5. Operational details – number of meetings per year, agendas, minutes etc.**

### **Panel meetings**

#### *Number of meetings*

- The Sectoral Advisory Panel will meet up to 4 times per year, normally scheduled at least 2 weeks in advance of Community Planning Partnership meetings, and/or taking cognisance of scheduled Delivery Board meetings.
- Extraordinary meetings may be arranged by agreement to take forward matters of interest.

#### *Agenda*

- Once the meeting notification has been circulated, all proposed agenda items can be forwarded by Panel members to the secretariat for discussion.
- Agenda items submitted should as far as is possible be substantive issues that relate to the remit and purpose of the Sectoral Advisory Panel in the context of the community planning process, and in delivery, review and preparation of future community plans.
- Secretariat will brief the Chairperson on items that have been submitted and will finalise and agree the agenda with the Chair. Secretariat will deal with any items that have been submitted but do not make it on to the meeting agenda.
- An agenda will be agreed and issued (with relevant papers) to members before the Panel meeting.

#### *Conducting meetings*

- Secretariat will have briefed the Chairperson on issues including apologies and delegates attending.
- Meetings will follow the agenda. Any presentations will be delivered at an appropriate point as agreed with the Chairperson.
- Contributions from all Panel members are welcome. While constructive debate is encouraged, it is important that speakers go through the Chairperson to ensure their point is heard and order is maintained.

#### *Minutes*

- Secretariat will prepare minutes of the meeting. Panel members or other persons attending who have made contributions may be asked for comments on the draft minutes or for copies of presentations.
- Minutes will normally be issued as a draft as soon as possible after the meeting. Panel members should distribute the minutes within their organisation(s)/group(s) as appropriate.
- Minutes of a meeting will be formally agreed at the next meeting.

### **Attendance at meetings**

Panel Members will be expected to attend all Sectoral Advisory Panel meetings. If members cannot attend, they are expected to provide adequate notice. If a member fails to attend three consecutive meetings they will be contacted by the Chairperson of the Sectoral Advisory Panel and offered the opportunity to resign or improve attendance.

In exceptional circumstances where non-attendance is unavoidable the member should advise the secretariat and nominate a delegate to attend in his/her place.

## **Conflict of Interest**

This is an open and transparent process and documentation in relation to the Sectoral Advisory Panel will be publicly available. Conflicts of interest may arise. It is the responsibility of Panel members to identify any potential conflict, including perceived conflicts, and to declare it to the Chair. Any conflict of interest will be recorded in the minutes.

## **Decision Making**

All Panel members are required to demonstrate commitment and be willing to contribute to collaborative working. To enhance collaborative working decisions will be made by consensus as far as possible.

## **Secretariat**

Secretariat support for the Sectoral Advisory Panel will be provided by the Community Planning Partnership to

- assist the Panel in making practical arrangements for Panel meetings, including assistance in preparing agendas/reports and taking of minutes, and
- assist the Panel in its work with the Community Planning Partnership to identify key networks and organisations across the VCSE sectors for the purposes of inviting participation in focused action planning engagements.
- work with the Panel in its communications and networking activity, for the purposes of strengthening engagement with the wider VCSE sectors in the community planning process (e.g. action planning groups, wider community engagement).
- Assist the panel in monitoring and reporting of impact and outcomes delivered as a result of the Panel's activity.

## **Review of Terms of Reference**

The terms of reference for the Panel would be subject to regular review by the Sectoral Advisory Panel and the Community Planning Partnership.

Additionally the Community Planning Partnership would plan to undertake a 1<sup>st</sup> stage developmental review of the arrangements for VCSE participation and engagement (including operation of the Sectoral Advisory Panel) in 2021 (within 2 years).

**Question 5a:** Do you think it is appropriate that the Panel meets 4 times per year? (Yes / No / Comments)

**Question 5b:** Do you have any other comments or suggested improvements on the operational matters outlined above?

## **6. Reporting arrangements**

A consistent and concise reporting template will be developed to support the gathering of information and facilitate reporting. The Community Planning Partnership will report to the Department for Communities every two years and progress will also be reported to stakeholders and the wider community. The Statement of Progress prepared by the Community Planning Partnership may include information on actions taken by the Sectoral Advisory Panel.

**Question 6:** What are your views on reporting arrangements for the Sectoral Advisory Panel (are they clear, how would you improve these arrangements)?

## **7 . Any additional comments**

**Question 7:** Please tell us if you have any additional comments, ideas or suggestions.



<b>Subject:</b>	Corporate Plan 2019-23
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Suzanne Wylie, Chief Executive
<b>Contact Officers:</b>	John Tully, Director of City and Organisational Strategy

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Committee on the ongoing development of a corporate plan for the new Council term.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li>Note the draft corporate plan for 2019-23 and agree to the ongoing process (outlined in paragraphs 3.4 and 3.5) that enables Members to further develop this draft to fully reflect the Council's priorities.</li> </ul>
<b>3.0</b>	<b>Key Issues</b>
3.1	<p><u>Corporate Plan, Year 2 Update</u></p> <p>The corporate plan is a key governance document, cited in the council's constitution as the means by which the Strategic Policy &amp; Resources Committee sets the strategic</p>

	direction of the council. It sets out what the council wants to achieve for the city and the key priority actions to make this happen.
3.2	A four year (2017 – 21) corporate plan was approved at the SP&R Committee on 23 <sup>rd</sup> June 2017 with the agreement that it would be updated annually. This four year period was to align the corporate plan to the Belfast Agenda (the city's first community plan). However, given the recent local government election, it is important that the new Council is given the opportunity to shape the new corporate plan and set clear priorities.
3.3	In order to form a starting base for Members to consider, a draft corporate plan has been prepared (Appendix 1). This draft is based on the priorities the Council has committed to in the Belfast Agenda; the priorities set by the previous Council; and the analysis of the social, economic and environmental needs of the city.
3.4	To facilitate Member input into the corporate plan, it is recommended that SP&R Committee agree to host an all Member workshop in August (suitable date to be arranged) that will focus on the priorities for the Council. It is also anticipated that further discussion will take place during the Party Group Leader planning session in September.
3.5	Following this workshop, a redrafted corporate plan will be brought to SP&R Committee in September before commencing a public consultation process. Following this process, the priorities agreed will be used as a basis for the rate setting process.
3.6	<u>Finance &amp; Resources Implications</u> There are no additional resource implications for the corporate planning process.
3.7	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> The draft corporate plan will undertake an equality screening and rural needs assessment.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 – Corporate Plan 2019-23

# Corporate Plan 2019 - 23

Draft - June 2019

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**Belfast**  
City Council

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# Foreword

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## Welcome to our draft Corporate Plan 2019 – 2023

TO BE DRAFTED



# Our vision

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Through the Belfast Agenda, the Council, residents and stakeholders have set out a clear vision for the city:

**Belfast will be a city re-imagined and resurgent. A great place to live and work for everyone.**

Beautiful, well connected and culturally vibrant, it will be a sustainable city shared and loved by all its citizens, free from the legacy of conflict. A compassionate city offering opportunities for everyone. A confident and successful city energising a dynamic and prosperous city region. A magnet for talent and business and admired around the world. A city people dream to visit.



# Strategic Context

As a city we will realise the vision of the Belfast Agenda through the achievement of five key outcomes by 2035:

Belfast will be a city...



We are the only democratically elected body to represent the city. To deliver these outcomes we will use our political leadership to address city wide issues and lead Belfast towards this vision.

We will do this by working with our partners to reshape the city in to one that addresses these challenges and

achieves all aspects of this vision - through regenerating and managing the city and supporting its people.

We will improve key aspects of living in the city, strengthening the economy, resilience, business districts, facilities and neighbourhoods so that Belfast is a city of choice to live, work, learn and do business. This means we need to be good at:

- Delivering outstanding services in a way which targets these long term ambitions;
- Investing in projects that will stimulate inclusive economic growth or enhance quality of life; and
- Providing effective civic leadership, including making the case for improvements in government investment and services whilst working hand in hand with other agencies, the community and the private sector.

To do this, the Council needs to have the right capabilities, which include:

- Making sure we understand the needs of citizens, areas, neighbourhoods, businesses, investors, tourists and our partners. We need to manage our reputation, find innovative ways to deliver our services, ensure decision makers have access to the right information and expertise to allow them to make informed decisions and inspire and motivate others to work in partnership with us.

- Ensuring we have staff with the right skills, who understand their contribution to this corporate plan, are highly motivated and uphold our goals and values.
- Being clear about our priorities and aligning our resources. We cannot do everything at once and therefore we need to prioritise our resources and capabilities. For this reason we are focusing our priorities on what improves the economy, the lives of those living here, those looking to work and learn in Belfast and ensuring our city continues to develop in a sustainable, resilient manner.

It is important that we balance our ambitions for economic growth with the need to address long term inequity in the city – this is what inclusive growth means. We must connect all residents with economic growth to create vibrant communities where everyone has the opportunity and aspiration to succeed. This will take specific interventions, including skills programmes and changes to our approach to procurement.

While there are many challenges facing Belfast, the City and its resources present many opportunities for success.



# Strategic Context – Opportunities and Challenges



A population of  
**340,220**

and 1,134,705 in the Belfast Region City Deal area



Young  
population

20% of people are aged  
under 15



**£703.70**

Average earning of all Belfast residents differs  
greatly between the highest (£846.50 per  
week) and lowest earners (£142.80 per week)



**65.1%**

Belfast  
employment rate



**10,295**

VAT registered  
businesses



**224,098**

jobs in the city

**7,322**



people in housing stress

**Cyber security**



1,200 new cyber  
jobs in the last  
five years,  
projected to grow  
to 5,000 by 2022

**42%**



of school leavers (entitled  
to Free School Meals)  
achieve 5 GCSEs grade  
A\*-C (including English  
and Maths) compared to  
74% of those who are not



Average life expectancy in Belfast is lower  
than the NI average for both males (76.0  
years) and females (81.1 years)



In Belfast, the average life expectancy for a  
man in the most deprived area is 9.4 years  
less than in the least deprived areas



In Belfast, the average life expectancy for a  
woman in the most deprived area is 6.4 years  
less than in the least deprived areas



**56,000**

More than 56,000  
residents in Belfast  
live in poverty, 28%  
children in Belfast  
grow up in poverty

**40%**



of household  
waste is sent  
for preparing  
for reuse, dry  
recycling and  
composting

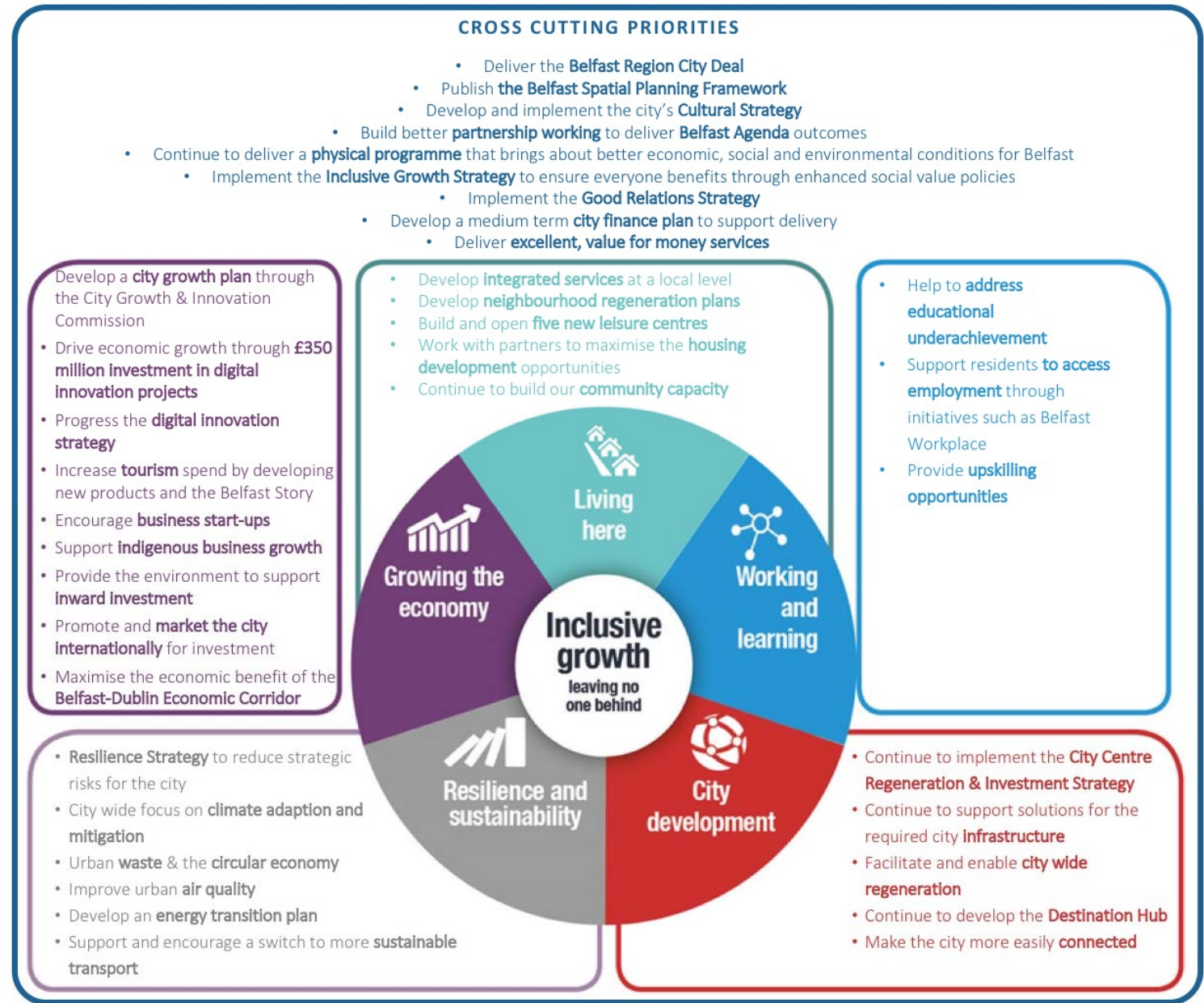


**7<sup>th</sup>**

UK Competitiveness  
Index ranks Belfast 7<sup>th</sup>  
out of 12 comparator  
cities.

# Our priorities for 2019 - 2023

To deliver the vision of the Belfast Agenda our priorities for the next four years can be summarised in the following diagram:





# Cross cutting priorities

*Our cross cutting priorities will have a multitude of social, economic and environmental benefits for the city. These priorities include once in a lifetime opportunities to fundamentally change the city, culturally, physically and economically.*

## **Deliver the Belfast Region City Deal**

The Belfast Region City Deal (BRCD) is an unprecedented partnership that will deliver an integrated programme of transformational investment. It will support delivery of up to 20,000 new and better jobs, fund 22 integrated projects underpinned by a programme of investment in employability and skills and increase GVA by £470 million per annum.

## **Publish the Belfast Spatial Planning Framework**

We are responsible for developing a Local Development Plan for Belfast, working with local people, to create a clear vision of how the council area should develop and what it will look like in the years to come.

## **Develop and implement the city's Cultural Strategy**

It is widely recognised that cities of culture can drive transformation. The purpose of the cultural strategy is to present a series of priorities that have the potential to contribute significantly to all five outcomes of the Belfast Agenda.

## **Build better partnership working to deliver Belfast Agenda outcomes**

The Council has an important role, working alongside city partners, to provide the leadership and strategic

direction of Belfast by shaping, developing and managing the city.

We have set ourselves a challenging agenda for the coming years but we are confident that by working successfully with our city partners and communities, we will deliver our commitments.

## **Continue to deliver a physical programme that brings about better economic, social and environmental conditions for Belfast**

Communities and people are the lifeblood of our city and we must create assets that make a real difference to people's lives and are transformational at a city-wide and local level. Our Physical Programme is one of the most visible and easily recognisable signs of the Council's civic leadership role in the city. It has an impact right across Belfast with every area of the city benefitting from the programme. The current delivery programme includes over 200 projects worth over £325 million in capital investment.

## **Implement the Inclusive Growth Strategy to ensure everyone benefits from city growth**

We have seen our city transform in recent years. We are creating new opportunities for many of our residents. But this is a tale of two cities; not everyone is part of this new story. We still have unacceptable levels of persistent deprivation and inequality. The Inclusive Growth Strategy will set out how we will use

our employment, procurement policy and investment powers to ensure Belfast is a truly inclusive city.

## **Implement the Good Relations Strategy**

Following years of conflict, the people of Belfast have made great progress towards normalisation. Despite this, there remain key legacy issues that manifest themselves in division between communities. The Good Relations Strategy will promote cultural diversity and respect for everyone's cultural identity as well as the concept of Belfast as a city for all.

## **Develop a medium term finance plan to support delivery**

To deliver on our city wide vision and ambitions we will need to work with partners to develop innovative and collaborative funding models.

As a corporate body we will ensure that priorities are properly resourced and value for money is provided to the ratepayer.

## **Deliver excellent, value for money services**

At the core of everything we do are the services that we deliver. We will continue to seek new and innovative ways to ensure our services are delivered to the high standards expected by our customers whilst always ensuring value for money.



# Growing the economy

*BCC will work to create an inclusive, resilient economy through creating good, long term jobs.*

A thriving urban economy is a key foundation to achieving many of the outcomes established by the Belfast Agenda. Not only can a successful economy generate the wealth required to grow local businesses, generate jobs and offer routes out of poverty for struggling families, it is also the main source of revenue for the city's public services, programmes and interventions.

## **Develop a city growth plan through the City Growth & Innovation Commission**

Our corporate plan contains several 'once in a generation' opportunities that could deliver transformational impacts for the city of Belfast. We will establish a Commission that will ensure that major programmes are integrated and joined up, that long term resilience is built-in so we are better able to withstand shocks and stresses and make Belfast increasingly attractive to long term investment.

## **Drive economic growth through £350 million investment in digital innovation projects and progress delivery of a digital innovation strategy**

The digital and innovation strands of the BRCD will act as a catalyst that will drive forward investment in research and development and help embed a culture of innovation to act as a driver for increased productivity.

## **Increase tourism spend by developing new products and the Belfast Story**

One of the key ways we can contribute to the growth of the local economy is by maximising the tourism appeal of both the city centre and our neighbourhoods. If we are to achieve our target of securing £500m in out-of-state tourism by 2021 we need to continue to build on the unique attractions of Belfast by promoting the city's particular character.

## **Encourage business start-ups and support indigenous business growth**

We have worked with our city partners on an Enterprise Framework to agree who provides what support and to whom. The delivery of the

Enterprise Framework for Belfast will result in a more comprehensive and coherent system of enterprise support covering all stages of the business growth lifecycle.

## **Provide the environment to support inward investment including the positioning and marketing of the city internationally**

When asked in our resident survey, "attracting investment to Belfast" was the highest ranked priority for our citizens. It is a crucial area of our work to ensure that businesses invest and build in the city. Importantly, this in turn creates jobs and opportunities for local SMEs – inward investment provides opportunities for indigenous businesses through global value chains to integrate with the global economy.

We continue to work with partners, developers and funders to deliver a shared Belfast city promotional brand and attend major events such as MIPIM, to ensure that Belfast is visible and accessible to an international audience and can successfully attract inward investment.

## **Maximise the economic benefit of the Belfast-Dublin Economic Corridor**

The Belfast Dublin Economic Corridor is a term used to describe the geographical area between both cities recognising the economic wealth and future potential that is created from the concentrations of related businesses, industries, educational institutions, technology and transport infrastructure. By working with local authority colleagues and government partners we will agree a future economic vision for the corridor.





# Living Here

*Our city and neighbourhoods are vibrant, resilient and safe places where people choose to live, work and spend time being more healthy & active.*

In our recent residents survey, 86% of respondents were satisfied with Belfast as a place to live. We want everyone to be satisfied. We want to deliver a high quality of life for everyone. In doing so we must deliver and plan effective public spaces and conserve our natural environment so it can be accessed and enjoyed.

## Develop neighbourhood regeneration plans

Like most cities, Belfast functions on various geographic levels including citywide, at an area level (north, south, east and west) and at local neighbourhoods. The socio-economic conditions, needs, challenges, and aspirations, particularly across our neighbourhoods will differ, as will the interventions and actions necessary to address them and achieve the improved outcomes we want to see.

The city continues to deal with the challenge of ensuring that neighbourhoods feel connected to and benefit from the continued regeneration of the city centre. We also want to encourage movement and collaboration from neighbourhood to neighbourhood across the breadth of the city. We will focus on tailoring interventions within particular neighbourhoods where we believe there are opportunities to maximise synergies, identify and address gaps in provision.

## Develop integrated services at a local level

In order to deliver neighbourhood regeneration we will develop a local area approach to the delivery of our services to ensure better coordination and integration of resources to solve local problems and more effectively deliver local priorities. This will bring services closer to people so we can better understand the different needs

and aspirations of communities across Belfast and where local people can help shape the services they receive to meet their needs.

## Build and open five new leisure centres

The £105m Leisure Transformation Programme which is the largest programme of its kind across the UK and which sees the development of seven new leisure centres with Olympia already open and Andersontown, Brook and Lisnasharragh due to open this year. Work will then commence on the redevelopment of Avoniel and the complete refurbishment and extension of Templemore Baths which has received support from Heritage Lottery Fund and we are continuing plans for the development of a leisure facility at Girdwood.

## Work with partners to maximise housing development opportunities

The Belfast Agenda sets out an ambitious target to increase the city's population by 66,000 people. We also have ambitions to increase the supply of social and affordable housing. The draft Local Development Plan suggests 31,600 additional homes will be needed by 2035 to satisfy these requirements.

While the Council does not have direct responsibility for building new homes, it does have a range of powers

relating to housing and housing development. These cover the Local Development Plan, HMO licensing, Building Control, Planning, non-statutory regeneration activities, economic development, promoting the city to investors and providing land that it owns for household development.

More importantly, the Council, in its role as City Leader, will maximise housing opportunities in the city by convening and co-commissioning activities and interventions with our key stakeholders and those agencies who do have a statutory responsibility for housing development. Council is also able to provide support via activities such as identifying potential land for housing development, promoting city centre opportunities and encouraging good practice.

## Continue to build our community capacity

Strong and vibrant communities are essential part of the fabric of Belfast. We provide physical investment, resource support and funding to enhance community capacity. Over the life of this corporate plan we will seek to work in partnership with our communities to ensure that the support we offer meets local needs and delivers sustainable impact.



# City Development

*BCC will work to ensure the city is sustainable with robust infrastructure that protects future generations.*

Residents and stakeholders have told us they want a Belfast where the city centre thrives with a vibrant mix of retail, leisure, tourist and residential opportunities. They want a city where the development and growth of the city is aligned to the social, economic and environmental wellbeing of its citizens and infrastructure that meets the needs of today and the future.

## **Continue to implement the City Regeneration and Investment Strategy**

We are committed to encouraging and creating a vibrant and well connected city centre that combines a range of uses including city centre living, retail, employment and office uses, tourist, cultural and family centric facilities for people to enjoy. The City Centre Regeneration and Investment Strategy already stands as an example of our shared ambition – jointly adopted by the Council and the Department for Communities.

## **Continue to support solutions for the required city infrastructure**

Infrastructure planning for the Belfast city region needs to be taken forward in a strategic and integrated way, not on a project by project basis. We will work with public and private sector partners to identify key infrastructure investment requirements. We will continue to engage with and lobby central government to prioritise and shape the major infrastructure investment required to ensure the city is prepared for future growth and development.

## **Facilitate and enable city wide development and regeneration**

We are committed to ensuring that the regeneration potential of the wider city is maximized in a way that benefits all citizens and results in improved outcomes for communities. We will continue to work with partners to facilitate, enable and influence key city developments and ensure an integrated neighbourhood regeneration approach that delivers on inclusive growth.

## **Continue to develop the Destination Hub**

The research for the City Centre Regeneration and Investment Strategy suggested the need for another major city centre tourism destination. The current redevelopment in the area around Ulster University, Streets Ahead and Belfast Central Library provided an ideal opportunity. The Destination Hub will become a space to showcase Belfast's culture, creative and artistic offerings, engaging local communities and visitors, developing skills in the sector and promoting further economic growth and redevelopment.

## **Make the city more easily connected**

Connectivity is vital. Belfast is the transport and logistical hub for the entire region but it is also vital that our communities have access to jobs and to each other. Improving connectivity within the city centre and the city's connections across the region and with other core cities and regions is critical for the development of a sustainable and successful city. It is also a key enabler if Belfast is to exploit its growing reputation as a tourist and business destination. We will continue to build our partnerships with key city anchors, such as Belfast Harbour, and seek to maximise the role of the city as the gateway to the region. Working with our city stakeholders, we will continue to progress a comprehensive solution to city car parking and support walking and cycling as sustainable modes of transport. We will explore options to improve the city's pedestrian routes and cycling infrastructure; including the Belfast Bike Scheme.





# Working and Learning

*BCC will work to ensure people are appropriately skilled for the jobs created in the city.*

Education is the foundation of a better life, not only in facilitating future employment and providing access to a fulfilling adult life, but also as major contributor to a person's wellbeing and to shaping lifelong health. Apart from providing qualifications, education can potentially have a much broader beneficial impact on wellbeing.

## Help to address educational underachievement

We are taking steps to work with schools and younger people to identify ways that they can be supported through GCSE, career advice and practical experience via work related training academies.

## Support residents to access employment through initiatives such as Belfast Workplace and provide upskilling opportunities

We will work with partners to establish 'pathways' to ensure that individuals can progress and avail of the support which they need to access employment. This will involve supporting people at an early age, especially in the city's more deprived neighbourhoods; providing targeted support for the long-term unemployed and economically inactive; and working directly with employers to run 'Employment Academies' to help train people for the opportunities that exist.

With our partners we will facilitate better alignment between regional employment interventions and the needs of the Belfast labour market and skills pipeline, for example through Belfast Workplace.

## Working in partnership

We will work with our partners on a series of "test and learn" pilots to explore new approaches to providing employability and skills support. The three pilots are:

- **Enterprise Pathway:** a new approach to helping economically inactive individuals to start a business.
- **Employer Engagement:** encouraging the 62% of 15,000 businesses in Belfast to engage with mainstream employability and skills support.
- **Advice provision:** trialling a new relationship aimed at linking benefits and work-focused advice in a community setting. The Council will directly link its employment
- The lead agency for NEETs (Not in Employment, Education or Training) is the Department for the Economy (DfE)'s. We are working with DfE to develop an action plan and trialing new approaches to support young people at risk of becoming NEET. The two "test and learn" pilots are:
  - A 'place based' approach will be delivered in the Short Strand/Lower Newtownards Road area.
  - A sectorally focused approach aimed at creating aspiration for young people to want to work in key sectors.



# Resilience & Sustainability

*BCC will work to protect our city and its environment for future generations.*

The Belfast Agenda provides the city with an ambitious vision for our future. However, even the best-laid plans can be knocked off course by unexpected shocks, or long-term stresses. Being a resilient city means reducing our exposure to vulnerabilities, and being better at adapting to challenges, such as the fire at Bank Buildings in August 2018, shaping a new relationship with the European Union, or preparing for a changing climate.

We must become a sustainable city that meets the needs of the present without sacrificing the ability of future generations to meet their own needs. From the way we heat our houses, how we use water or how we choose to travel have significant long term impacts on our local environment and quality of life. To counteract the growing environmental threats, we will develop initiatives to improve air quality, use energy more efficiently, encourage people to switch to more sustainable transport and deal with our waste sustainably.

## **Resilience Strategy to reduce strategic risks for the city**

We will work with partners to develop, launch and commence implementation of a city resilience strategy to identify 'multiple problem solvers' aimed at resolving strategic risks to the city. These will include a strategic focus on climate resilience, children and young people, and connectivity.

## **City wide focus on climate adaption and mitigation**

In developing and delivering a resilience strategy for the city, we will put a strategic focus on ensuring that Belfast is climate resilient, and that we ensure the city's environment contributes to the health and wellbeing of all residents. This requires a focus on climate adaptation and climate mitigation.

## **Urban waste and the Circular Economy**

Successful cities manage the impact of growth and ensure that it does not limit the quality of life of future generations. This includes reducing our consumption of non-renewable resources and managing waste and materials effectively, while minimising impacts. We will develop a strategy which will ensure waste is managed effectively and investigate the economic potential of the circular economy to increase skills, jobs and growth.

## **Improve urban air quality**

With city partners, and as part of our broader work on resilience and sustainability, to identify and agree key actions to improve air quality across the city, with a particular focus on public health outcomes.

## **Develop an energy transition plan**

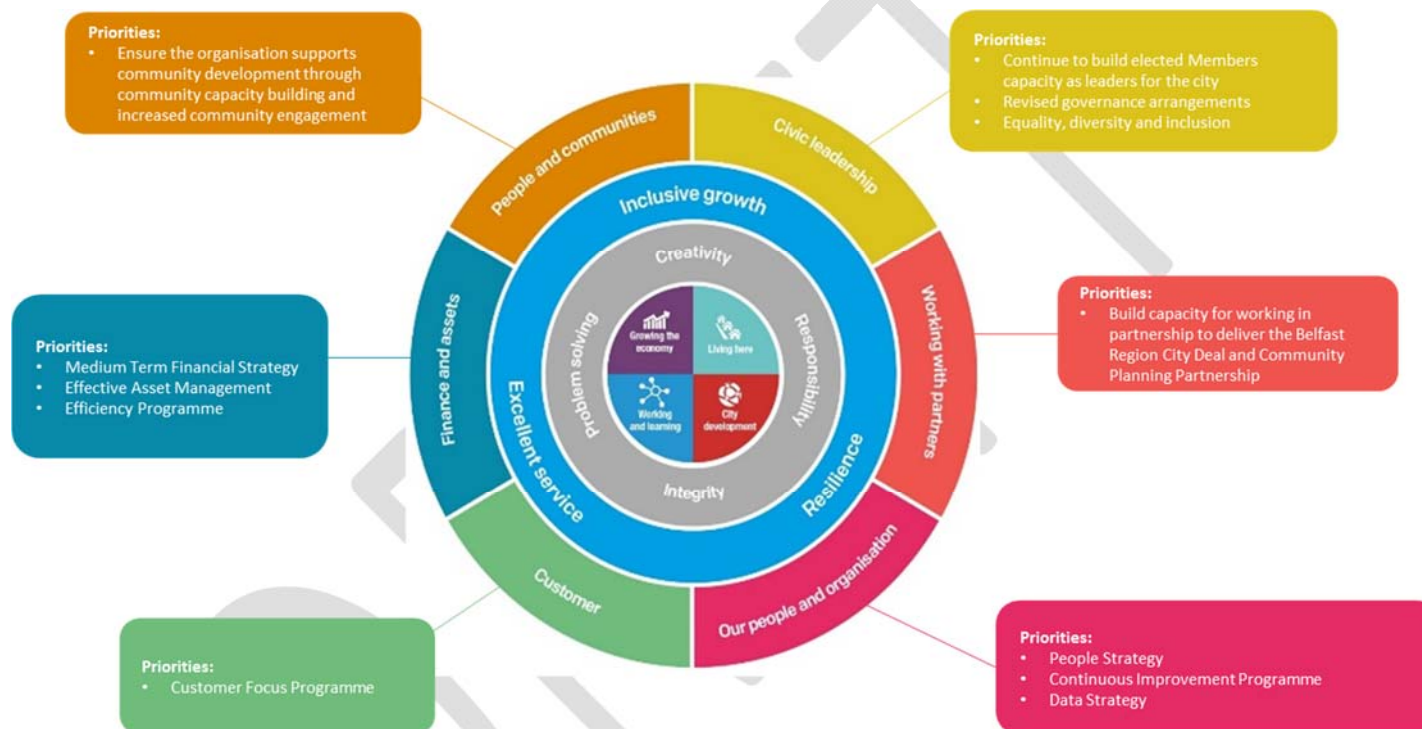
Following agreement on a target year to arrive at net zero carbon emissions as a city, to identify and agree an energy transition plan to deliver on priorities.

## **Support and encourage a switch to more sustainable transport**

With city partners, and aligned with our strategic priorities under Belfast Agenda, to seek to change urban behaviour towards greater use of sustainable forms of transport across the city.

# Our Organisational Priorities

As our city becomes more ambitious so must we. To do this, we can only succeed with the wholehearted support and enthusiastic contribution of our people, our greatest resource. To harness this energy they need to feel valued and understand how they contribute.



In order to help guide us in our change programme we have developed the wheel which sets out the type of organisation we need to be to support the ambition in this Corporate Plan. The inner circle expresses our Mission based on the pillars of the Belfast Agenda. We want to create a resurgent, prosperous city, shared by all of our people and admired around the world. Moving outwards within the wheel the next ring shows our values - Creativity, Responsibility, Integrity and Problem Solving. These guide our actions and should be lived by us all. Our critical success factors are next. These are what all our staff should meet. Finally, the outer ring shows the organisational capabilities we need to deliver the Belfast Agenda.

As an organisation, if we want to perform these capabilities to the best of our abilities, we must continuously look to improve how we do things. We have therefore agreed twelve priorities that will help us improve our capability. For example, in order to improve our ability to provide the best customer experience possible, we have developed a customer focus programme that will enhance the experience felt by all our customers. Likewise, to get the best out of our most important resource we will develop and deliver a People Strategy.

The ability to work successfully with our partners is vital and to get the best out of this we will undertake a programme of work to improve our approach to partnership working.

### **Customer Focus Programme**

One of the key ambitions of the Belfast Agenda is, 'to deliver services differently in a more integrated way that is focused on the needs of people.' Our customer focused programme will significantly improve the quality of the services we provide while delivering services cost effectively.

### **People Strategy**

As we move forward, as a council, we need to ensure that our staff are at the heart of this journey of change and improvement.

Our People Strategy will put in place the foundations to ensure we have the skilled workforce we need to deliver our corporate priorities

### **Ensure the organisation supports community development through community capacity building and increased community engagement**

We are committed to working in partnership with the community and voluntary sector. To do so we will strengthen the models of engagement at both a city and council level.

### **Data Strategy**

The Council has a clear need to extract more value from the data it holds and to improve its ability to make evidence-based decisions.

For the Council to reach its desired state of analytics maturity it must take a strategic approach to data that enables the sharing of data across the organisation. It is therefore important that the Council develops a Data Strategy that enables this vision.

### **Continuous Improvement Programme**

While this corporate plan contains a series of strategic improvements we will always look at how we can improve internally.

The continuous improvement programme will deliver a programme of priority improvement projects that resolve organisational challenges, rationalise cost, build capacity, agility and capability and enable delivery of BCC's objectives.

### **Effective asset management**

Our property assets are an important part of supporting and enabling us to transform the way we deliver our services and our regeneration priorities. We are developing an asset management strategy which will set the framework for managing our property portfolio effectively.

### **Medium term financial strategy**

A revised medium term financial strategy is required to secure the financial position of the organisation to ensure priorities are properly resourced and value for money is provided to the ratepayer.

### **Efficiency programme**

A key strand of the medium term financial strategy is the delivery of cash efficiencies to support Members' ambitions on the level of district rate to be set and to support the financing of new priorities.

### **Continue to build elected Members capacity as leaders for the city**

Our elected members, in their civic and community leadership roles, actively serve the communities they represent and the city of Belfast as a whole.

Our ability to deliver value for money services and add real value to the leadership of the city depends on our commitment to provide continuous learning and development opportunities to provide elected members with the necessary knowledge and skills to enable them to carry out their various roles effectively.

### **Revised governance arrangements**

We will manage the 2019 Local Government Election and will review our governance arrangements for the newly elected Council to ensure effective and efficient political decision-making.

### **Build capacity for working in partnership to deliver the Belfast Region City Deal and Community Planning Partnership**

As we seek to improve conditions for our citizens, we must act in partnership with others. Successful delivery of outcomes will only be achieved by working collaboratively with all sectors including: the wider public sector, businesses, the community and voluntary sector, education and training providers and wider civic society.

To ensure that our organisation and staff are able to lead and achieve success we will work with our staff to embed a culture of partnership working.

### **Equality, diversity and inclusion**

Belfast is a modern city, rich in multi-cultural identities and welcoming to all. As the democratically elected body of the city, we recognise this rich tapestry of identity. We will develop a new five-year Equality Scheme for the Council, implement a city wide approach to linguistic diversity and develop a new four year disability strategy.

**Contact us:**

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**Belfast**  
City Council





<b>Subject:</b>	Council Improvement Plan
<b>Date:</b>	21 Jun 2019
<b>Reporting Officer:</b>	John Tully, Director of City and Organisational Strategy
<b>Contact Officer:</b>	Patricia Flynn, Strategic Policy & Planning Officer

## Restricted Reports

Is this report restricted?

Yes

☐

No

☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes

☒

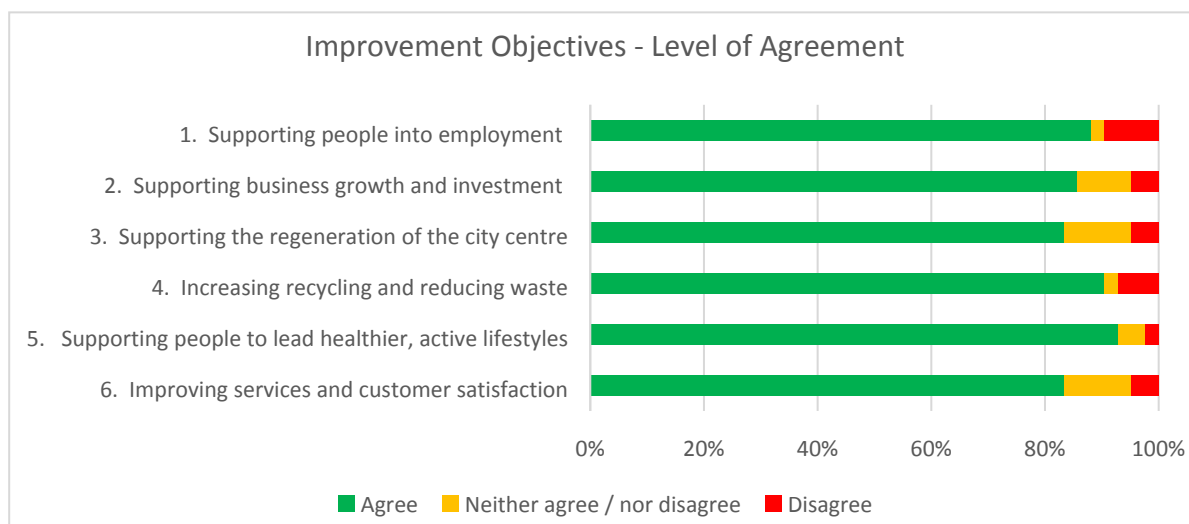
No

☐

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on results of the public consultation on the draft council improvement objectives and to present the draft Council Improvement Plan 2019 - 2020 for Committee approval and publication.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to</p> <ul style="list-style-type: none"> <li>Approve the draft 2019-20 Council Improvement Plan attached at appendix 1. A draft was presented to SP&amp;R Committee in February and draft improvement objectives agreed for public consultation. As council is legally required to publish its improvement plan by 30<sup>th</sup> June, Members are also asked to authorise its publication on the council's website subject to formal ratification by Council on 1<sup>st</sup> July.</li> </ul>
<b>3.0</b>	<b>Key Issues</b>
	<u>Background</u>

<p>3.1</p> <p>3.2</p>	<p>The Local Government Act (NI) 2014 introduced a duty on councils to make arrangements to secure continuous improvement in the exercise of their functions. As a result, we are required to consult residents on our proposed improvement objectives and to publish an annual Improvement Plan setting out the agreed improvement objectives for the year ahead and our arrangements to achieve them. In February, SP&amp;R approved six draft improvement objectives, aligned to the Belfast Agenda, which we issued for public consultation:</p> <table border="1"> <tr> <td colspan="2"><b>Working &amp; Learning</b></td></tr> <tr> <td>1.</td><td>We will support people into employment</td></tr> <tr> <td colspan="2"><b>Growing the Economy</b></td></tr> <tr> <td>2.</td><td>We will support investment and business growth in the city</td></tr> <tr> <td colspan="2"><b>City Development</b></td></tr> <tr> <td>3.</td><td>We will support the regeneration of the city centre</td></tr> <tr> <td>4.</td><td>We will increase levels of household recycling and reduce the amount of waste sent to landfill</td></tr> <tr> <td colspan="2"><b>Living Here</b></td></tr> <tr> <td>5.</td><td>We will support people to lead healthier more active lives</td></tr> <tr> <td colspan="2"><b>A Fit for Purpose Organisation</b></td></tr> <tr> <td>6.</td><td>We will improve council services and increase customer satisfaction with council</td></tr> </table> <p><u>Consultation Responses</u></p> <p>The consultation ran for a period of 6 weeks and received 43 responses, an increase from last year. The majority of those responding to the consultation supported the proposed improvement objectives - see table 1. Where respondents did disagree, comments suggest that this was largely because they felt council should be focusing on core services rather than doing what they seen as ‘the job of other organisations’. In the case of the waste and recycling objective, although some respondents said they disagreed with this objective, their comments suggest that they disagreed with the proposed approach to reducing waste rather than the objective itself. When we broke down the level of agreement in more detail, recycling, supporting healthier lifestyles and customer care improvements showed the highest levels of ‘strongly agree’.</p>	<b>Working &amp; Learning</b>		1.	We will support people into employment	<b>Growing the Economy</b>		2.	We will support investment and business growth in the city	<b>City Development</b>		3.	We will support the regeneration of the city centre	4.	We will increase levels of household recycling and reduce the amount of waste sent to landfill	<b>Living Here</b>		5.	We will support people to lead healthier more active lives	<b>A Fit for Purpose Organisation</b>		6.	We will improve council services and increase customer satisfaction with council
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6.	We will improve council services and increase customer satisfaction with council																						

Table 1.



3.3 When asked to submit ideas for improving the objectives or to suggest other areas for improvement, around half (22 respondents) provided comments. Although these comments varied widely, respondents mentioned the environment / sustainable development and encouraging active travel the most frequently. Other suggested issues included addressing anti-social behaviour, supporting people in poverty, better support for people with disabilities and better support for mental health. These issues, most of which require a partnership effort, will be addressed through the Belfast Agenda or are reflected in the council's new Corporate Plan.

3.4 Improvement Plan 2019 - 20  
The high levels of support, as evidenced by the consultation, indicate that the proposed improvement objectives are relevant and appropriate. However, in response to the feedback we have updated the health related improvement objective to include active travel related actions. The objectives have now been incorporated within a formal Council Improvement Plan, which is supported by an internal operational plan that details the key deliverables for the year ahead. The draft Improvement Plan is attached at appendix 1 for approval. Council must publish its Improvement Plan by 30<sup>th</sup> June each year. Given that the local government elections meant that the draft plan could not be brought to committee before now, Members of the SP&R Committee are asked to approve the attached plan and to authorise its publication on the council website by 28<sup>th</sup> June. In order to meet our statutory deadline, the plan will therefore be published subject to formal ratification by full Council on 1<sup>st</sup> July.

3.5 Financial and Resource Implications  
The Improvement Plan has already been reflected in the formal planning and budgeting processes of council; there are no resource implications contained in this report.  
Equality and Good Relations Implications/Rural Needs assessment

3.6	There are no direct equality or rural need implications contained in this report.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 - Draft Council Improvement Plan 2019 - 20



# Improvement Plan 2019 - 2020

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City Council



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# Foreword

We are pleased to present our Improvement Plan for 2019-20.

This document is one of a number of strategic planning documents that drives council activity. However, unlike our corporate plan, which reflects all the work that council does, this plan focuses on a small number of improvements.

Our approach to the Improvement Plan is guided by legislation and is designed to demonstrate to citizens and other stakeholders how we will deliver on our duty of improvement. It confirms our commitment to continually improve as a council.

Our improvement plan for 2019-20 sets out our improvement objectives for the year ahead, the actions we will take and how we will measure our progress or impact. It also explains why we have chosen these and how people will be better off as a result of the council's efforts.

Our improvement objectives form part of our Corporate Plan and have been aligned to these priorities and those of the Belfast Agenda - the community plan for Belfast. The Belfast Agenda provides the long-term vision for the city and sets the strategic direction for public service providers. It was developed following extensive consultation with local people and is based on what they

told us they wanted for the city and for those who live here. It commits council and its community planning partners to a wide range of actions aimed at delivering these aspirations. This is the basis of our improvement activity.

We have set six improvement objectives for 2019-20. Our improvement objectives reflect the critical civic leadership role that the council plays in Belfast and includes activity that takes account of both our service delivery and leadership responsibilities.

To achieve the impact that we want, our improvement objectives require a longer-term approach, but with an understanding of what needs to be done year on year to deliver ongoing success.

Our focus is on how we can deliver better services, stronger leadership and enhanced support for the benefit of all people in Belfast. Our aim is to make a real difference for local people and our city.

*Signature.*

Chair of Strategic Policy and  
Resources Committee

*Signature.*

Chief Executive

# Introduction

## Purpose

Under Part 12 of the Local Government Act (NI) 2014, local councils are legally required to set improvement objectives and have arrangements in place to deliver them. Referred to as our duty to improve or *improvement duty*, we must publish an annual Improvement Plan, which sets out our improvement objectives for the year ahead and the arrangements in place to achieve them.

## Understanding Improvement Activity

When identifying improvement objectives, we are required to consider how they will drive improvement in respect to:

- **Strategic Effectiveness**
- **Sustainability**
- **Fairness**
- **Service Quality**
- **Service Availability**
- **Efficiency**
- **Innovation**

As a Council we define 'improvement' as more than just quantifiable gains in service output or efficiency, or our internal effectiveness. Improvement means activities which enhance the sustainable quality of life and environment for our ratepayers and communities.

Our planned improvements are set within the wider strategic context of the city and the role we play in leading and facilitating improvements to local quality of life. In particular, we have sought to identify where council can specifically contribute to these wider strategic goals or where we need to lead or focus our attention.

However, the improvement plan does not describe every single initiative or improvement the council intends to make. Instead, it focuses on a small selection agreed in consultation with local people. It is a specific subset of work we will focus on in the year ahead to give greater impetus to the ambitions and outcomes for our city.

Our improvement objectives are also assessed against criteria requiring that they should be:

- **Legitimate** - making a demonstrable contribution to at least one of the aspects of improvement listed in the Act, this directed us toward developing objectives where the potential impact would have greatest value.
- **Clear** - setting out the visible improvement that citizens can expect. This involved considering the 'measurable' aspect of our commitments and choosing objectives that were more likely to lead to tangible improvements.
- **Robust** - with defined terms of success (quantitative or qualitative). As far as possible objectives have been aligned to performance indicators with agreed targets to help demonstrate what contribution we expect our efforts to make to each improvement activity.
- **Deliverable** - with established links to individual service programmes and budgets. Every improvement objective contains deliverables that will be managed through our programme delivery arrangements.
- **Demonstrable** - capable of being supported by objective evidence. Progress for each objective will be demonstrated through a combination of quantitative (PIs) and qualitative (project reporting) evidence.



# Strategic Context

## The Belfast Agenda

The Belfast Agenda is the city's first community plan. Published in 2017 following extensive engagement with local people, it sets out a vision for Belfast and shared outcomes for the city. To help focus attention and ensure progress, the Belfast Community Planning Partnership agreed four priority areas that all partners would work towards during 2017 - 21:

- ❖ **Growing the economy**
- ❖ **Living here**
- ❖ **City Development**
- ❖ **Working and learning**

The Belfast Agenda is an ambitious and dynamic plan that has shaped and will continue to shape the plans and priorities of the council and its partners. Our Corporate Plan (2017-21) is reflective of the outcomes and priorities agreed in the Belfast Agenda. This Improvement Plan in turn, also aligns to the priorities of the Belfast Agenda, outlining the specific areas we intend to focus on in the year ahead to drive forward and bring about improvements in these areas.

## Council Planning Framework

The council has always developed a Corporate Plan to set strategic direction. With the introduction of community planning and the development of the Belfast Agenda, our Corporate Plan is

now aligned to it. These represent the primary and overarching strategic plans for the city and council.

Beneath this, council also has a number of supporting strategic plans to help manage and direct particular activity, for example our Local Development Plan (LDP) - the spatial planning framework for the city and our Medium Term Financial Plan (MTFP) - the financial strategy for the council. These strategic plans, including the Improvement Plan, are supported by annual Departmental and Committee Plans to ensure activity for the year ahead is managed. This forms part of a wider strategic planning and performance framework.

STRATEGIC PLANNING & PERFORMANCE FRAMEWORK (FIGURE 1)



# Identifying our Improvement Objectives

## Informing our Improvement Objectives

The foundation for our improvement objectives is the Belfast Agenda. Developed following an extensive and wide reaching engagement process with the public and other stakeholders, it clearly identifies what is important to local people and where, collectively, we need to focus effort.

Agreeing the vision, outcomes and priorities within the Belfast Agenda involved:

- Engaging with local people, through our residents' survey, through the "Belfast Conversation" events and through formal consultation;
- Consideration of performance data and other sources of information, including an analysis of the challenges facing the city in terms of economic, social and environmental well-being;
- Consideration of the plans and strategies of partner organisations; and
- Consideration of anticipated future needs of the city.

By building our improvement objectives around the Belfast Agenda, we were confident that we would be able to provide a meaningful and balanced set of improvement objectives in response to what people told us mattered most.

## Selecting Improvement Objectives - Annual Review

The Belfast Agenda sets out four broad priority areas of work for the period 2017 - 21, which along with our organisational improvement priorities, form the basis for our Corporate Plan. However, to ensure that our focus is correct and continues to meet need, each year we review and update the plan as part of our annual corporate planning process. This includes reviewing our improvement objectives.

In 2017-18, we revised our original 11 improvement objectives and streamlined them into six objectives, which took account of feedback from various consultation and engagement processes, advice from Members on what matters most to their constituents, and an analysis of where we felt we would have the greatest impact based on the council's capacity and authority to act.

To ensure that these improvement objectives reflected the broadest possible spectrum of work, we took care to select objectives that would continue to contribute to each of the four priorities of the Belfast Agenda. Following further review and consultation, we retained the same objectives for 2018-19, but with updated activities and evolving strands of work, building on the progress already achieved.

This year, we undertook a further review of the improvement objectives for 2019 - 20 as set out in our annual review process - see figure 2 overleaf.

Figure 2: Improvement Planning Process



## Consultation

Each year, before we finalise our improvement objectives, we issue them for public consultation to enable residents and other interested stakeholders to influence and to have a say in agreeing them.

In February, SP&R Committee approved the following six draft improvement objectives for consultation.

- ❖ We will support investment and business growth in the city
- ❖ We will support people into employment
- ❖ We will support the regeneration of the city centre and encourage investment
- ❖ We will increase levels of household recycling and reduce the amount of waste sent to landfill
- ❖ We will support people to lead healthier, more active lives by improving the quality of our parks and open spaces and increasing participation in physical activity and sport programmes
- ❖ We will support service improvement and increase customer satisfaction with council

The public consultation ran for a period of six weeks. Managed through our online consultation platform, it provided residents with an opportunity to learn more about the proposed

improvement objectives and included a link to an online survey to make it easier for residents to provide feedback.

Through this survey, we asked residents whether they agreed or disagreed with the proposed improvement objectives and gave them the opportunity to provide comments or to suggest other areas that they felt should be included as improvement objectives.

We used a range of communication channels, including Facebook and Twitter, to promote and direct people to the consultation. We also shared details of the consultation at four local area-based community planning events involving the community and voluntary sector to encourage wider dissemination and input.

42 individuals and one organisation responded to the survey. The majority of those responses supported the proposed improvement objectives. After assessing the feedback, we were confident that all of the issues raised by respondents would be addressed through other work outlined in our Corporate Plan or through the Belfast Agenda. Therefore, given the high levels of support shown in the public survey, Members adopted the draft objectives as our improvement objectives for 2019 - 20, subject to some small amendments.

However, based on the feedback received, we updated the health related improvement objective so that it included active travel related actions. We also recognised that we needed to explain our leadership and partnership role better and to demonstrate how our activity would help lead, support and facilitate progress against shared improvement objectives for the city.

# Our Improvement Objectives 2019 - 2020

## Working and Learning

We will support people into employment

## Growing the Economy

We will support investment and business growth in the city

## City Development

We will support the regeneration of the city centre

We will increase levels of household recycling and reduce the amount of waste sent to landfill

## Living Here

We will support people to lead healthier more active lives by improving the quality of our parks and open spaces and increasing participation in physical activity and sport programmes

## A Fit for Purpose Organisation

We will improve council services and increase customer satisfaction with council

## Improvement Objective 1:

### We will support people into employment

#### Why this is an improvement objective

When we began consulting on the Belfast Agenda in 2014-15, creating jobs was the top priority for citizens. Job creation and supporting people into employment continued to be a strong theme throughout the development of the Belfast Agenda and, as a result, in 2016-17 we included this as one of our first improvement objectives. As this has remained a core priority for local people, we have retained this as an improvement objective for 2019-20.

The improvement objective will focus on developing skills and removing barriers to employment, especially for those who have been furthest removed from the labour market.

Belfast City Council provides a range of support programmes aimed at helping people gain the skills and experience needed to secure good jobs. Our improvement actions will therefore centre on council activity and on ensuring that our various programmes and initiatives are effective and fit for purpose.

However, if we truly want to address the multi-faceted issues associated with long-term unemployment or remove barriers that prevent people from benefiting from meaningful employment, both financially and in terms of their wider wellbeing and health, then strong leadership and partnership is required. We recognise

that to make a real difference, we need more innovative and joined up approaches to support people into employment.

We will therefore continue to work with partners and employers in a collaborative way to facilitate joined-up and sustainable strategies and programmes that realise the potential of Belfast's people. Additionally, the Belfast City Region Deal will strengthen and complement this aim at a wider regional and strategic level.

Our focus will be on ensuring that Belfast develops and retains people with the right skills and talent needed to help our city grow and, which in turn, enables local people to avail of decent jobs that pay well and provide opportunity for advancement.

#### What we want to achieve

- ✓ To increase the skills, qualifications and job experience of local people, thereby enabling them to compete and secure meaningful employment
- ✓ To promote and enable better access to job opportunities within council
- ✓ To increase access to employment by developing new interventions with our partners

## What we will do

- ❖ Support residents to progress into employment through the delivery of:
  - Employment Academies
  - Jobs fairs /careers events
  - Five European Social Fund (ESF) projects in partnership with Urban Villages
  - An employer incentive initiative (pilot programme focusing on priority growth sectors))
  
- ❖ Work with partners to develop strategic approaches to employability and skills, focusing on:
  - The co-design of new employability initiatives and pilot schemes in collaboration with the Department for Communities Employability NI Programme
  - Delivering pilot initiatives for young people not in education, employment or training (NEET's) in partnership with Department of the Economy
  - Developing the process and ongoing engagement for securing employment and skills related contributions through Developer Contributions framework
  - Delivering career development support for young people and schools based employment academies
  - Developing and implementing a citywide GCSE revision programme targeting year 12 students at risk of not achieving grade C's in English and Maths.

## How we will measure our performance and impact

- CIP.1** No. of jobs promoted through BCC employment programmes
- CIP.2** No. of Individuals attending job fairs supported by BCC
- CIP.3** No. accreditations delivered

Area of Improvement (statutory criteria)	
Strategic Effectiveness, Fairness and Innovation	
Belfast Agenda Outcomes	Associated Goals
Everyone in Belfast fulfils their potential	Create 15,000 new jobs by 2021
Everyone in Belfast benefits from a thriving and prosperous economy	Reduce the working age population economic inactivity rate to less than 23%
	Reduce the proportion of the working age population with no qualifications to less than 10%

## Improvement Objective 2:

### We will support investment and business growth in the city

#### Why this is an improvement objective

In our 2016-17 resident survey, “attracting investment to Belfast” was the highest ranked priority for our citizens, whilst during the ongoing conversations with local people as part of the Belfast Agenda, the importance of a strong local economy and a culture of entrepreneurialism emerged as a strong theme.

A healthy and vibrant business sector, and the ability to attract investment, was seen as vital to the success and wellbeing of our city and for those who live here. People want Belfast to be a prosperous, successful city that supports local jobs and wealth creation and enables all people to benefit through increased employment and opportunity. Supporting business growth and securing investment allows us to deliver our vision of inclusive growth. Initially approached as separate objectives, they have formed part of our improvement objectives for the past two years and continue to be important issues for local people and the city.

For 2019-20, we combined these issues into a single improvement objective to enable us to focus on the activity that council will lead and deliver, with wider partnership work on these issues continuing as part of the Belfast Agenda. This enables our ratepayers to better assess the contribution we are making. Belfast City Council plays an important civic leadership role in terms of representing and promoting the city. Through our economic development functions we also work with businesses and entrepreneurs to help support business start-ups and growth. The focus of our improvement objective this year will be on

strengthening the visibility and promotion of the city in order to attract investment and new business and on enhancing the support we provide to our existing and emerging local businesses.

#### What we want to achieve

- ✓ To make Belfast is a good place to do business by providing innovative and supportive solutions for businesses
- ✓ To improve the support we provide to encourage and help new businesses to start and set up in Belfast
- ✓ To ensure that Belfast is visible and accessible to an international audience and can successfully attract inward investment

#### What we will do

- ❖ Enhance the provision of business start-up support
- ❖ Support existing businesses to grow and become more competitive
- ❖ Promote and market the city internationally
- ❖ Profile Belfast as a location of choice for investment



### How we will measure our performance and impact

- CIP.4 No. of jobs promoted through the Go for It programme  
(Statutory indicator)
- CIP.5 No. of jobs promoted through BCC business start-up activity
- CIP.6 No. of jobs supported through business growth activity
- CIP.7 No. of participants supported through business start-up programmes
- CIP.8 No. of businesses supported through business growth programmes
- CIP.9 No of organisations attending MIPIM with Belfast delegation
- CIP.10 Value of private finance contributions to MIPIM



Area of Improvement (statutory criteria)	
Strategic Effectiveness, Fairness and Innovation	
Belfast Agenda Outcomes	Associated Goals
Everyone in Belfast benefits from a thriving and prosperous economy	<p>Attract £1billion in private sector investment including FDI by 2021</p> <p>Support 4,000 small business start-ups by 2021</p>

## Improvement Objective 3:

### We will support the regeneration of the city centre

#### Why this is an improvement objective

It is widely accepted that thriving, well-connected “core cities” and in particular city centres are vital to the prosperity of the whole city and the region. Belfast city centre plays a unique role, not just within Belfast, but also within the wider regional economy. A number of research studies have demonstrated the importance of vibrant city centres and their impact on local economies as well as their contribution to local wellbeing and social cohesion.

Improving Belfast city centre provides many positive benefits. Local people will benefit directly, and enjoy being in an attractive and culturally vibrant city, whilst the investment opportunities, increased rates and the ability to attract tourists will enable the city to prosper economically and enable improved investment in local services.

During the Belfast Conversation, local people highlighted the importance of the city centre and its role in rejuvenating the entire city. Although there was a strong sense of pride in how far Belfast had come, there was also a recognition that we still need to do more. Indeed, the growing pressure on high streets and the recent impact of the Bank Buildings fire has reinforced the need to protect and enhance our city centre.

We are therefore committed to creating a vibrant, well-planned and well-connected city centre environment for people to enjoy. In addition to continuing to deliver the overall City Centre

Regeneration & Investment Strategy, in 2019-20, we will specifically deliver a post-Bank fire recovery programme and work to encourage city centre living and to improve the liveability of the city centre. This will include advocating for our city, developing a fit for purpose and sustainable spatial planning framework for the city and taking forward various programmes to deliver key projects and master plans to make this happen.

#### What we want to achieve

- ✓ An attractive, accessible and vibrant city centre that people enjoy visiting and where businesses can thrive
- ✓ A well planned and environmentally sustainable city centre
- ✓ A liveable city centre - enabling more people to live in the city centre

#### What we will do

- ❖ Continue to work in partnership to develop and implement the city centre revitalisation programme (response to the Bank Buildings fire)
- ❖ Continue to deliver the Belfast Local Development Plan
- ❖ Review ways to encourage residential and employment related development with partners

## How we will measure our performance and impact

**CIP.11** Resident satisfaction with Belfast as a place to live

**CIP.12** % of residents who agree the city centre is vibrant and attractive, with lots going on

Area of Improvement (statutory criteria)	
Strategic Effectiveness, Service Quality, Fairness, Sustainability and Innovation	
Belfast Agenda Outcomes	Associated Goals
Everyone in Belfast benefits from a thriving and prosperous city	Grow the city's rates base by 5% by increasing the numbers of residential and commercial developments by 2021
Belfast is a vibrant, attractive, connected and environmentally sustainable city	Create 1.5m square feet of Grade A office accommodation by 2021
	Create a minimum of 3,000 new hotel bed spaces by 2021
	Increase the % of residents satisfied with the city living experience





## Improvement Objective 4:

### We will increase levels of household recycling and reduce the amount of waste sent to landfill

#### Why this is an improvement objective

During 2018, we undertook extensive engagement with residents regarding our current kerbside collection arrangements and it became very clear that this is an important issue for local people. If we are to meet resident expectations, provide efficient and effective services that protect our environment for generations to come and secure best value for money, in particular by meeting landfill diversion (NILAS) and recycling targets, then new behaviours and innovative approaches will be required.

This is a new improvement objective reflecting the importance of sustainable development and the growing awareness of the impacts of waste and pollution on our environment. It is a core council service and will require substantial effort and investment if we are to significantly change practice and behaviours.

By recycling ever greater volumes of material and reducing the amount of waste disposed of to landfill, which limits the production of methane, we can manage waste and resources better, thereby contributing positively to the city and its climate change agenda. Increased recycling is not only better for the environment than landfilling, but it is also better value for money as it allows the council to re-direct this money to other city services. The council, along with its strategic partners, is also exploring ways by which materials can be reused in NI as often as possible through re-design, repair and recycling which increasingly supports local jobs in the emerging Circular Economy.

#### What we want to achieve

- ✓ More people recycling (at home and through our recycling centres)
- ✓ Less waste going to landfill

#### What we will do

- ❖ Introduce new pilot kerbside collections scheme - Wheelie-box, dedicated food waste and 180 litre residual bin
- ❖ Introduce carpet recycling at Household Recycling Centres
- ❖ Explore opportunities to extract re-use items from bulky household waste collections and work with contractors to increase recycling rates from waste streams
- ❖ Deliver a programme of engagement and awareness to encourage people to make better use of recycling services

#### How we will measure our performance and impact

- |        |   |
|--------|---|
| CIP.13 | Amount of (tonnage) of biodegradable BCC collected waste that is landfilled (Statutory indicator)                     |
| CIP.14 | % of household waste collected that is sent for recycling (including waste prepared for re-use) (Statutory indicator) |
| CIP.15 | Amount (tonnage) of BCC collected municipal waste arisings (Statutory indicator)                                      |

Area of Improvement (statutory criteria)	
Strategic Effectiveness, Sustainability, Service Quality, Service Availability, Efficiency and Innovation	
Belfast Agenda Outcomes	Associated Goals
<ul style="list-style-type: none"> <li>Belfast is a vibrant, attractive, connected and environmentally sustainable city</li> </ul>	Reduce the level of household waste going to landfill to 35%



## Improvement Objective 5:

**We will support people to lead healthier, more active lives by:**

- a) Improving the quality of our parks and open spaces**
- b) Increasing participation in physical activity, including walking and cycling**
- c) Increasing participation in sport programmes**

### Why this is an improvement objective

In our 2016-17 resident survey, improving people's health and wellbeing and addressing health inequalities was the second highest ranked priority for our citizens. It continues to be a core issue for local people and communities. This is supported by statistical data that highlights the multiple and complex health challenges we face as a city.

In 2017-18, we established quite a broad improvement objective of working in collaboration to "design and deliver programmes to address health inequalities in the city". However, for 2019-20 we have decided to refocus our improvement objective on the areas that council can directly influence, and in particular, on the role that our parks and recreation facilities play.

Access to attractive, high quality, safe and welcoming parks and open spaces is essential to improving people's health and wellbeing. As part of this focus on encouraging people to be active, we will also work to ensure our leisure centres and physical activity programmes and initiatives are fit for purpose and accessible to all. Encouraging people to avail of these amenities is an important means by which we can help people to live healthier lives and address health inequalities.

In response to feedback from this year's public consultation we have also included actions aimed at improving "active travel" - encouraging greater use of cycling or walking for journeys to work or for leisure or social purposes. Not only will this help improve people's individual health, a reduction in car use will also help reduce levels of pollution and help improve overall air quality.

Although we will continue to work in collaboration to improve health and wellbeing, we feel that that this renewed focus better reflects the council's contribution whilst also responding to our residents desire to see improvements in local areas and council services.

### What we want to achieve

- ✓ Enabling people to live healthier and more active lifestyles
- ✓ Increased use of and satisfaction with our parks and open spaces
- ✓ Increased use of our leisure centres and sports programmes
- ✓ Increased use of the Belfast Bikes scheme

## What we will do

- ❖ Develop and implement a new Open Spaces Strategy
- ❖ In partnership with Urban Villages deliver three play park refurbishments (Glenbryn, Sandy Row and Rev Robert Bradford Memorial Park play parks)
- ❖ Retain our current Green Flag accreditations (19 parks) and achieve a new accreditation for Drumglass Park; retain the Green Flag heritage award for Botanic Gardens
- ❖ Continue to roll out the Leisure Transformation Programme, including the completion of the new Andersonstown, Brooke and Lisnasharragh activity centres; begin redevelopment processes for Avoniel and Templemore
- ❖ Develop and deliver the Stadia Community Benefits Initiative
- ❖ Develop a “Get Active Belfast Pledge 4” and implement actions from Every Body Active 2020
- ❖ Roll out the Support for Sport and Active Belfast grants
- ❖ Support people living with chronic conditions or experiencing moderate health conditions through our physical activity referral schemes
- ❖ Encourage greater usage of the Belfast Bikes scheme

## How we will measure our performance and impact

- CIP.16** % of residents who agree that their local area has good quality parks and green space
- CIP.17** No. of parks and green spaces with Green Flag accreditation
- CIP.18** % of resident using council parks on at least a monthly basis
- CIP.19** BCC Leisure centre throughput
- CIP.20** % residents who spend at least 150 minutes per week being physically active
- CIP.21** No. of Belfast bikes journeys

Area of Improvement (statutory criteria)	
Strategic Effectiveness, Service Quality, Service Availability, Fairness, Sustainability, Efficiency and Innovation	
Belfast Agenda Outcomes	Associated Goals
Everyone in Belfast experiences good health and wellbeing	Invest £25m in health improvement initiatives by 2021  Roll out £105m in new leisure provision by 2021

## Improvement Objective 6:

### We will improve council services and increase customer satisfaction

#### Why this is an improvement objective

Last year, local people told us that they wanted to see improvement objectives that related more directly to improving council services. As a result, we added a new improvement objective for 2019-20 that focused specifically on service improvement and satisfaction with council. When we consulted local people about this, it was clear that the provision of high quality, customer focused and efficient services was very important to our residents.

Continually meeting resident expectations and ensuring that our services are efficient and fit for purpose is a key priority for council. To help us achieve this we are focusing on three core areas:

- neighbourhood working programme
- customer care programme
- continuous improvement programme

The aim of these programmes is to enable better service delivery and sustainable organisational structures; empower staff and provide greater customer care, value for money and efficiency.

#### What we want to achieve

- ✓ Improve how we manage and deliver services within local neighbourhoods

- ✓ Improve the customer relationship and increase customer satisfaction
- ✓ Improve council services through a programme and culture of continuous improvement

#### What we will do

- ❖ Design a new model of neighbourhood working, with teams which are better integrated, flexible and responsive.
- ❖ Develop and implement a customer care programme
- ❖ Deliver a programme of continuous improvement focusing on supporting the transition of key City & Neighbourhood services, the customer focus programme and our Building Control Service.

#### How we will measure our performance and impact

CIP.22 % residents satisfied with Belfast City Council

CIP.23 % residents who agree that council provides good customer service

CIP.24 % residents who are satisfied with their local area as a place to live

#### Area of Improvement (statutory criteria)

Strategic Effectiveness, Service Quality, Service Availability, Fairness, Sustainability, Efficiency and Innovation



# Continuous Improvement and our General Duty to Improve

## Arrangements to Improve

The improvement objectives outlined in this Plan do not represent everything we will do in the year ahead. Rather they are a statement of intent about particular strategic areas of improvement that we intend to focus our efforts on during the coming year.

We are committed to continually improving as an organisation, both in terms of the services we provide and the leadership we show for the city. Through the delivery of our corporate plan and through our facilitation and leadership of the Belfast Agenda, we will continually strive to ensure that Belfast is a city that supports the needs and ambitions of local people.

We have well established governance arrangements in place to ensure delivery of all of our plans, including our improvement objectives. These arrangements include:

- Formal monitoring of plans and activity through our standing committees
- An aligned planning process – where activity is ‘planned’ in at the relevant level (Committee, Departmental, Service, Area)
- Consideration of the full costs (including where necessary ongoing costs) is included in our estimates process
- Delivery of contributing projects through a clear programme management framework

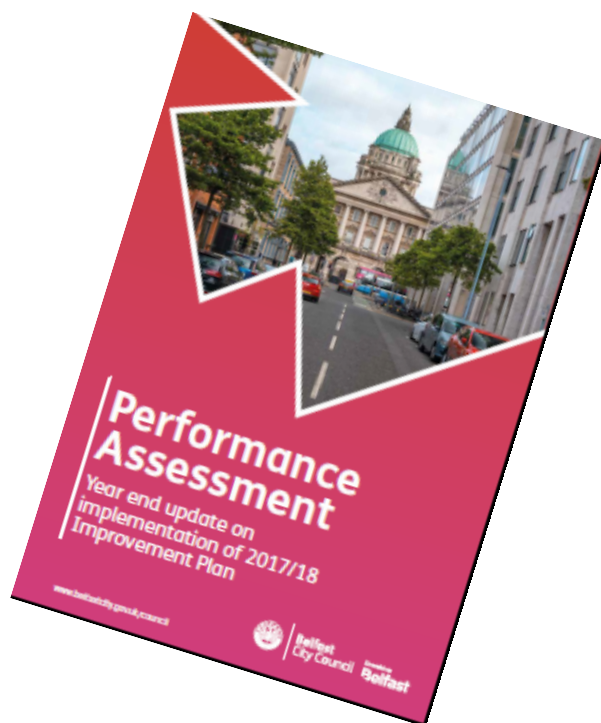
- Appropriate risk management in relation to main programmes of work
- Appropriate monitoring, reporting and performance management arrangements in place
- Aligned monitoring and reporting cycles for finance and other cross cutting performance information at a corporate management team level.

In response to the growing ambitions of our city, council began a major internal change programme designed to help us become the fit for purpose, high quality, efficient and responsive council that local people expect and demand. This includes introducing a more customer and people led approach to how we plan, manage and monitor our performance. Together with an improved approach to continuous improvement and performance management, this will further support the delivery of our improvement objectives and general duty of improvement.

We are moving towards an outcomes based approach to performance management. This means focusing on the impact of our actions rather than solely on how well or how efficiently we undertook them. We are reviewing the wide range of indicators and standards we currently use to ensure they are focusing on the right things and that they provide us with the best information to inform decisions about our performance and areas for improvement. This will be finalised over the coming year.

## Improvement Objectives - Reporting Framework

Each September we publish an annual self-assessment report, setting out how we have performed against our improvement plan for the previous year, and during the year, we bring quarterly progress reports to the Audit Committee. In addition to these formal reporting mechanisms, our Corporate Management Team monitors progress against our improvement plan on a monthly basis as part of the management team's wider performance management responsibilities.



## Arrangements for Achievement of Statutory Performance Indicators

The Local Government (Northern Ireland) Act 2014 requires councils to collect and publish information to allow them to measure performance against a number of indicators set by the Department for Communities. This relates to activity in respect of economic development, waste management and planning applications. The indicators are outlined as follows:

### Economic Development

- Number of jobs promoted through business start-up (i.e. measured through number of completed business plans)

The 'number of jobs promoted through business start-up' is based on the output of the 'Go For It' initiative which is delivered through the Enterprise Northern Ireland and Local Enterprise Agency Network. Go For It is part funded by Invest Northern Ireland and the European Regional Development Fund under the Investment for Growth and Jobs Northern Ireland (2014-2020) Programme. It provides individuals who wish to start a business with support in the production of their own business plans and in registering for self-employment.

Business plans produced as a result of this programme are quality assured by the Go For It management team. Once verified, the results of the programme are issued to each of the 11 councils and reported to Invest Northern Ireland and Department for the Economy (DfE). It is one of the indicators we use to measure progress against our improvement objective "support business growth in the city".

## Planning Indicators

- Average (weeks) processing time for major planning applications
- Average (weeks) processing time for local planning applications
- % of Enforcement cases processed within 39 weeks

Major planning applications relate to developments with important economic, social and environmental implications; most are multiple housing, commercial and government and civic developments. Local planning applications are mostly residential and minor commercial applications. They also include applications for Listed Building Consent, Conservation Area Consent and Advertisement Consent. Enforcement cases are investigations into alleged breaches of planning control.

Whilst these indicators do not relate to a specific improvement objective for 2019-20, these are important service standards that we will continue to monitor as part of our improvement plan process.

Our Planning Service continues to work to improve the planning application process to more effectively respond to the needs of customers and enhance performance. In April 2018, as part of planned improvements to our planning service, we established 10 Operating Principles of good practice in managing planning applications based around performance, customers, communication and processes.

## Waste Management

- Amount of (tonnage) of biodegradable local authority collected municipal waste that is landfilled
- % of household waste collected by district councils that is sent for recycling (including waste prepared for re-use)
- Amount (tonnage) of local authority collect municipal waste arisings

The issue of Waste Management has been a priority for the council over many years and continues to be among our most important services.

To meet our legislative obligations under the Northern Ireland Landfill Allowance Scheme (NILAS) and to make the necessary contribution to future recycling targets, we need to significantly increase the amount of material we recycle as a city. As this will require changes collection methods, infrastructure and attitudes and behaviours, we have developed a 10 year Waste Strategy to enable us to manage this more effectively. In addition, we have established reducing waste and increasing recycling as an improvement objective for 2019-20. The Council is also keen to ensure that waste management plays a role in the development of the local circular economy and in doing so supports local jobs.

Delivery of the Waste Strategy is overseen by a dedicated Waste Programme Board. Additionally, council is also a member of arc21, a local waste partnership made up of six neighbouring councils and accounting for 54% of all Northern Ireland's municipal waste. Through Arc 21, councils work together to help reduce the costs of waste treatment and disposal.

Summary of our 2019 - 20 Improvement Objectives, including how they contribute to required aspects of improvement.

Improvement objectives 2019 - 20	Strategic effectiveness	Service quality	Service availability	Fairness	Sustainability	Efficiency	Innovation
We will support people into employment	✓			✓			✓
We will support investment and business growth in the city	✓			✓			✓
We will support the regeneration of the city centre	✓	✓		✓	✓		✓
We will increase levels of household recycling and reduce the amount of waste sent to landfill	✓	✓	✓		✓	✓	✓
We will support people to lead healthier more active lives by improving the quality of our parks and open spaces and increasing participation in physical activity and sport programmes	✓	✓	✓	✓	✓	✓	✓
We will improve council services and increase customer satisfaction with council	✓	✓	✓	✓	✓	✓	✓

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**Belfast**  
City Council

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<b>Subject:</b>	Physical Programme Update
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	Gerry Millar, Director of Property & Projects Ronan Cregan, Deputy Chief Executive
<b>Contact Officer:</b>	Sinead Grimes, Programme Office Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of Main Issues</b>
1.1	The Council's Physical Programme covers over 200 live regeneration projects across a range of funding streams including the Capital Programme, Leisure Transformation Programme, Belfast Investment Fund, Local Investment Fund, Social Outcomes Fund and the projects which the Council is delivering on behalf of other agencies. This report highlights the status of projects under the Programme along with projects recommended to be moved Stages.
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to –

	<ul style="list-style-type: none"> <li>• note the update on the Physical Programme as at 3.1 below and that the Property &amp; Projects Department is happy to arrange a site visit to any projects that have been completed and/or are underway.</li> <li>• note that it is proposed that a series of Party Group Briefings on the Physical Programme are undertaken in August to update Members on the status of projects under the Programme along with the emerging implications for future investment decisions and in particular the potential impact on the district rate.. These will be delivered in conjunction with the Director of Finance &amp; Resources.</li> </ul> <p><b>Proposed movements</b></p> <ul style="list-style-type: none"> <li>• note that satisfactory tender returns have now been achieved for two IT projects (the IT Programme – Asset Management System and the Customer Focus Programme – New Telephony System ) and that it is recommended that a maximum budget of up to £150,000 is now allocated per project. The Director of Finance &amp; Resources has confirmed that this is within the affordability limits of the Council.</li> </ul> <p><b>Project Updates</b></p> <ul style="list-style-type: none"> <li>• agree in principle to the transfer of Paisley Park from DFC to the Council following completion of any upgrade works by DFC and subject to this being in line with the Council's agreed policy on the transfer of assets.</li> </ul> <p><b>Non-recurrent projects</b></p> <ul style="list-style-type: none"> <li>• note that the incremental nature of the capital programme allows the Council the opportunity to allocate an element of the 2019/2020 capital financing budget to finance a number of one-off (non-recurrent) projects within year. It is recommended that this is focused on progressing projects which the Council is <b>required to take forward either from a health and safety perspective and/or a legislative perspective.</b></li> <li>• agree that <b>necessary procurement processes</b> (including the invitation of tenders and/or the use of appropriate 'framework' arrangements) be initiated for any non-recurrent projects for 2019/2020 as required, with contracts to be awarded on the basis of most economically advantageous tenders received and full commitment to deliver.</li> </ul>
<b>3.0</b>	<p><b>Main report</b></p> <p><u>Key Issues</u></p>
3.1	<p>The Council's Capital Programme is a significant regeneration programme of investment across the city, which improves the existing Council assets or provides new council facilities.</p> <p>An update on the key projects under the various programme is outlined below;</p> <p><b>Completed Projects</b></p>



- **Pitches Programme at Ulidia Playing Fields**
- **Upgrades to parks, open spaces and playgrounds** – including the refurbished playgrounds at Hammer, Glenbank, Duncairn and Fullerton
- **Corporate Projects** - including Fleet Replacement Programme for 2018/19 and a range of ICT projects
- In addition 18 projects were completed under LIF for FY 2018/19; 2 BIF projects completed (Davitts GAC and Raidió Fáilte) and 2 SOF projects (Assembly Buildings Conference Centre and James Connolly Interpretative Centre)

#### **Projects currently underway**

- **Leisure Programme** – Andersonstown, Lisnasharragh and Brook – works are underway on these centres
- **Pitches Programme at Blanchflower Playing Fields**
- **Navarra Place (MUGA programme Phase 2)**
- **Upgrades to playgrounds** - including playground refurbishment at Barnett and Orangefield Park
- In addition, various projects are currently underway under LIF; 4 BIF projects (Grace Family Centre, Cancer Lifeline, H&W Welders Football Club and Colin Glen Trust) and an SOF project - Rock Centre.

3.2 Members are asked to note that the Property & Projects Department is happy to arrange site visits for Members/ Party Groups to any capital programme project.

3.3 Members have been advised that the Physical Programme is under increasing pressure in terms of overall affordability and Members are asked to agree that a series of Party Group Briefings on the Physical Programme are undertaken in August to update Members on the status of projects under the Programme along with the emerging implications for future investment decisions and in particular the potential impact on the district rate. These will be delivered in conjunction with the Director of Finance & Resources in terms of affordability.

#### **Proposed Movements**

3.4 Members have previously agreed that **all** capital projects must go through a **3 Stage process** where decisions on which projects progress are taken by SP&R. Members are asked to note the following movements on the Capital Programme.

#### **3.5 IT Programme- Asset Management System**

Moved to Stage 3- Committed- Tier 0 Scheme at Risk	20 April 2018
Senior Responsible Owner (SRO)	Gerry Millar

Client Department	Property & Projects
Final Budget	Up to a maximum of £150,000

Members will be aware that prior to local government organisation in 2015 the Council already owned and managed a substantial estate. This was significantly enhanced under LGR with addition of assets which transferred from Lisburn and Castlereagh. Due to the growing estate there is a requirement for the Council to have a fit-for-purpose corporate asset management system to support the strategic objectives of better financial management, information management, planning and performance and asset management.

SP&R at its meeting on 20<sup>th</sup> April 2018 agreed that the project should proceed to 'Stage 3 - Committed - Tier 0- Scheme at Risk' pending a satisfactory tender return at which stage the final budget would be brought back to Committee. Members are asked to note that a satisfactory tender return within affordability limits has been received and the Outline Business Case (OBC) has been reviewed internally and no major issues have been identified. It is therefore recommended that the **IT Programme – Asset Management System project is now progressed with a maximum budget of £150,000** to be allocated. The Director of Finance & Resources has confirmed that this is within the affordability limits of the Council.

### 3.6

#### IT Programme- Customer Focus

Moved to Stage 3- Committed- Tier 0 Scheme at Risk	March 2019
Senior Responsible Owner (SRO)	Ronan Cregan
Client Department	Finance & Resources
Final Budget	Up to a maximum of £150,000

Members will be aware that Council have approved an ambitious **Customer Focus Programme**, which will deliver Council services differently, in a more integrated way that is focused on the needs of the people. In March 2019 the SP&R Committee noted that an integral part of the Customer Focus Programme is the necessary technology requirements and back up including, among other elements, a new telephony solution to deliver customer focus requirements, new website design and content management system, new integration platform, mobile application development platform and internet service resilience. It was agreed that the IT requirements for the Customer Focus Programme would be brought forward as a programme with the individual elements to be brought back to Committee for a final investment decision following the tender process and confirmation that this was within the affordability limits of the Council.

Members are asked to note that a satisfactory tender return has now been achieved for the first element of the Programme, a new telephony solution, and it is recommended that this **is now**

**progressed with a maximum budget of £150,000** to be allocated. The Director of Finance & Resources has confirmed that this is within the affordability limits of the Council.

### **Project Updates**

- 3.7 Members will be aware that the Council has received £3.1m under the Peace IV Local Action Plan for capital works under the Shared Spaces & Services element. The focus of this work is on a triangle at the Springfield Dam, Springvale Park and Paisley Park. Members will be aware that both Springfield Dam and Paisley Park are DFC assets but it has previously been agreed that Springfield Dam will transfer to the Council upon completion of the upgrade works which are being match-funded by DFC. Members are asked to note that DFC have now written formally to the Council to propose that Paisley Park is also transferred to the Council in the same manner as Springfield Dam i.e. that DFC undertake the necessary upgrade works and it is transferred to the Council once these are completed. The exact nature of the upgrade works has still to be agreed but that this could cover the football and bowling facilities and a 3G pitch.

- 3.8 **Members are asked to agree in principle to the transfer of Paisley Park to the Council subject to further discussions with DFC and subject to this being in line with the Council's agreed policy on the transfer of assets.** In considering this Members are asked to note that this is an important component of the overall peace project and is a key asset in the local area which has been under-invested in over the years. As a sports facility this aligns to the Council's wider objective and will add to the overall objectives of the Peace project. Members are also asked to note that the Council already maintains the Park through an SLA with DFC.

### **Capital Programme and Capital Financing – Non-recurrent projects**

- 3.9 Members are asked to note that the Council incurs both capital expenditure and capital financing costs in the delivery of its Capital Programme.
- **Capital Expenditure** is the expenditure incurred in the actual delivery of contracts e.g. the actual payments to the contractor for a construction contract
  - **Capital Financing** is the method the council uses to fund the capital expenditure. The capital financing costs include loan repayments (principle and interest); revenue contributions (cash payments to repay or avoid taking out loans); capital receipts and external funding.
- 3.10 The phased impact of the capital programme on the capital financing budget provides the opportunity for the council to allocate an element of the 2019/2020 capital financing budget to finance a number of one-off (non-recurrent) projects within year. **There are a number of proposals which the Council is required to take forward either from a health and safety**

	<p><b>perspective and/or a legislative perspective and it is recommended that these are taken forward using non-recurrent capital financing.</b> These include upgrades to a number of council facilities to ensure DDA compliance, fleet investment to ensure the Council's fleet estate remains 'fit for purpose' and on the road in order to ensure continued service delivery and new mobile ventilation units for St. George's Market.</p>
3.11	<p>Members are asked to agree that necessary procurement processes (including the invitation of tenders and/or the use of appropriate 'framework' arrangements) be initiated for the any non-recurrent projects for 2019.2020 as required with contracts to be awarded on the basis of most economically advantageous tenders received and full commitment to deliver</p>
3.12	<p><b><u>Financial &amp; Resource Implications</u></b></p> <p><i>Financial</i> — IT programme- Asset Management System - that a maximum budget of up to £150,000 is ring-fenced for this project.</p> <p>IT Programme – Customer Focus – New Telephony System - that a maximum budget of up to £150,000 is ring-fenced for this project.</p> <p>The Director of Finance and Resources has confirmed that these allocations are within the affordability limits of the Council.</p> <p><i>Resources</i> – Officer time to deliver as required and staff resources to deliver the IT projects system and non-recurrent projects</p>
3.13	<p><b><u>Equality or Good Relations Implications/ Rural Needs Assessment</u></b></p> <p>No implications</p>
<b>4.0</b>	<p><b>Appendices – Documents Attached</b></p>
	<p>None.</p>



<b>Subject:</b>	i) Tullycarnet Park – Pavilion and Bowling Green ii) Beechvale Farm – Proposed disposal iii) Cregagh Youth and Community Centre – Licence to Ulster Rugby for occasional use of overflow car park iv) Ravenhill Rest Gardens – Environmental Improvements v) Cromac Street Car Park – Licence agreement renewal vi) The Ulster Hall – Oversail agreement with McAleer & Rushe Contracts UK Ltd vii) River Terrace – Lease of land to Lower Ormeau Residents Association Group viii) Avoniel Play Centre – Proposed temporary relocation to the Diamond Project
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	Gerry Millar, Director of Property & Projects
<b>Contact Officer:</b>	Pamela Davison, Estates Team Leader

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	The purpose of this report is to seek approval from Members to asset related disposal, acquisition and estates matters.
<b>2.0</b>	<b>Recommendations</b>
2.1	i) Tullycarnet Park – Pavilion and Bowling Green

Committee is recommended to grant a land lease to Tullycarnet Action Group Initiative Boxing Club (TAGIT) for the purpose of constructing a new boxing club facility on the council lands.

**ii) Beechvale Farm – Proposed disposal**

Committee is recommended to approve the appointment of an agent for the marketing of Beechvale Farm. Following receipt of offers, a report will be brought back to Committee.

**iii) Cregagh Youth and Community Centre – Licence to Ulster Rugby for occasional use of overflow car park**

Committee is recommended to grant a 9-month Licence to Ulster Rugby for their occasional use of the overflow car park adjacent to Cregagh Youth and Community Centre.

**iv) Ravenhill Rest Gardens – Environmental Improvements**

Committee is asked to approve the demolition of the former toilet block and to enter a licence with Communities NI to undertake the demolition redevelopment landscape works and a maintenance agreement for a period of up to three years.

**v) Cromac Street Car Park – Licence agreement renewal**

Committee is asked to approve a licence agreement renewal with NIHE for the Council operated off street car park at Cromac Street.

**vi) The Ulster Hall, 34 Bedford Street, Belfast**

Committee is recommended to agree to enter into a Crane Oversailing Agreement with McAleer & Rushe Contracts UK Limited, for the purposes of their Contractor carrying out works on their new Bedford Square Development opposite the Ulster Hall.

**vii) River Terrace – Lease of land to Lower Ormeau Residents Association Group**

Committee is recommended to agree to lease of land to LORAG by way of a 25 year lease for the purposes of a community garden facility.

**viii) Avoniel Play Centre – Proposed temporary relocation to the Diamond Project**

Committee is recommended to agree to a Licence Agreement with Charter NI for the provision of accommodation at 32 Constance Street BT54QF for services displaced from the BCC Avoniel Play Centre, the licence is to run until 31<sup>st</sup> March 2021.

3.0	<b>Main report</b>
3.1	<p data-bbox="272 219 975 253"><b>i) Tullycarnet Park – Pavilion and Bowling Green</b></p> <p data-bbox="272 320 429 353"><b><u>Key Issues</u></b></p> <p data-bbox="272 371 1473 454">At its meeting on 4<sup>th</sup> June 2019 the People &amp; Communities Committee agreed to recommend to SP&amp;R granting of a land lease to TAGIT Boxing Club.</p> <p data-bbox="272 521 1473 604">The Council owns the Tullycarnet Park which transferred from the former Castlereagh Borough Council to the Council on 1 April 2015, as part of local Government Reform.</p> <p data-bbox="272 672 1473 808">TAGIT have received approval for £434,000 of Local Investment Fund support to construct a new boxing club facility on the Council land at Tullycarnet Park which was approved at Strategic Policy &amp; Resource Committee on 18<sup>th</sup> August 2017.</p> <p data-bbox="272 875 1473 1059">The siting of the proposed facility for TAGIT on part of Tullycarnet Park has been agreed with the Landscape and Design Unit and does not adversely impact on the existing facilities in the Park. The Councils Project Management Unit (PMU) will manage the project from procurement to delivery.</p> <p data-bbox="272 1126 1473 1209">The Committee is asked to approve to a lease to TAGIT Boxing Club of the area of land shaded blue on the map attached in Appendix 1.</p> <p data-bbox="272 1276 1198 1310">The term of the lease will be for 25 years with an initial rent of £700 pa.</p> <p data-bbox="272 1377 754 1411"><b><u>Financial &amp; Resource Implications</u></b></p> <p data-bbox="272 1429 1473 1565">If approved, Legal Services and Estates will complete a land Lease with TAGIT at an initial rent of £700 per annum, for a period of 25 years, for the purposes of constructing a new boxing club facility on Council land shaded blue on the plan attached in Appendix 1.</p> <p data-bbox="272 1632 1198 1666"><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p> <p data-bbox="272 1684 1473 1767">There are no equality, good relations or rural needs assessment issues associated with this report.</p> <p data-bbox="153 1834 847 1868">3.2 <b>ii) Beechvale Farm – Proposed disposal</b></p> <p data-bbox="272 1935 429 1968"><b><u>Key Issues</u></b></p>

Beechvale Farm shown on the attached map at Appendix 2 comprises a 136.9 acre farm approximately seven miles to the south east of Belfast and is in Lisburn and Castlereagh Council area. It comprises former farmhouse, bungalow, ancillary buildings, an office and commercial glasshouses. The land is mostly fields with some wooded areas, a fen wetland, a watercourse and connecting laneways. The farm was acquired for the cultivation of trees and shrubs for city parks. This ceased in 1996 as significant cost savings were achieved by Competitive Compulsory Tendering.

There is no existing operational requirement for the property nor has any foreseeable operational requirement been identified. Rather than holding a resource intensive, low return asset for an indefinite period, an alternative site could be acquired in the future should an operational use in a rural location be required and the site search could be tailored to the specific requirements at the time. A sale would provide a useful capital receipt for the Council.

Members will recall that grazing agreements were approved by Committee in April 2019. These would not be affected by any disposal as the completion date would not be prior to the termination of these agreements.

Approval is being sought to appoint an agent for the marketing of Beechvale Farm.

#### **Financial & Resource Implications**

A sale of the property would provide a valuable capital receipt. Resources would be required from Estates Management Unit and from Legal Services.

#### **Equality or Good Relations Implications/Rural Needs Assessment**

There are no equality, good relations or rural needs assessment issues associated with this report.

### **3.3 iii) Cregagh Youth and Community Centre – Licence to Ulster Rugby for occasional use of overflow car park**

#### **Key Issues**

Ulster Rugby held a Licence agreement from 18 August 2018, for the occasional use of the Council's overflow car park at Cregagh Youth and Community Centre which has now expired. Ulster Rugby wishes to enter into a new 9 month licence from 7 September 2019 for anticipated use of the car park on approximately 20 separate days during the forthcoming



season. The subject car park is shown outlined red along with an access route shaded yellow on the map attached at Appendix 3.

**Financial & Resource Implications**

A fee of £250 will be payable by Ulster Rugby for each occasion of use.

**Equality or Good Relations Implications/Rural Needs Assessment**

There are no equality, good relations or rural needs assessment issues associated with this report.

3.4

**iv) Ravenhill Rest Gardens – Environmental Improvements**

**Key Issues**

The Council owns the lands at Ravenhill Rest Gardens located at the junction of the Albert Bridge and Ravenhill Road and fronts onto the River Lagan (Location Map at Appendix 4). The site extends to approximately 0.1 acres and comprises a former public toilet block and an external area which contains overgrown vegetation and is inaccessible.

Communities NI approached the Council with a proposal for undertaking site improvements which they would construct and fund.

The site at Ravenhill Rest Gardens is held in the Council's Corporate Landbank for future redevelopment. The Council was approached by Communities NI with design proposals to undertake temporary landscape works to the area to make it publicly accessible. The proposals include the demolition of the former toilet block and provision of paving, benches, lighting and shrubs. Communities NI will be responsible for maintenance for a period of three years.

As the site is being safeguarded for future development the Council will not be responsible for any conditions to retain the works.

**Financial & Resource Implications**

Resource from Estates and Legal Services will be required to draft a licence for works and maintenance agreement.

**Equality or Good Relations Implications/Rural Needs Assessment**

There are no equality, good relations or rural needs assessment issues associated with this report.

3.5	<p><b>v) Cromac Street Car Park – Licence agreement renewal</b></p> <p><b><u>Key Issues</u></b></p> <p>The off street car park located at Cromac Street transferred to the Council from the Department of Regional Development (DRD) on 1 April 2015. The car park is owned by the Northern Ireland Housing Executive (NIHE) and has been held under licence by the Council since the transfer date. The car park is shown outlined red on the map attached in Appendix 5. The most recent Licence Agreement expired on 31 March 2019. NIHE have proposed a further 12 month agreement commencing on 1 April 2019 at an annual rent of £48,400. This figure has been assessed by Land and Property Services (LPS) using a percentage of income generated.</p> <p><b><u>Financial &amp; Resource Implications</u></b></p> <p>Staff resources from the Estates Unit and Legal Services will be required to complete the licence agreements. The Council will be responsible for payment of an annual licence fee of £48,400, down from the previous annual fee of £51,700.</p> <p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p> <p>There are no equality, good relations or rural needs assessment issues associated with this report</p>
3.6	<p><b>vi) The Ulster Hall – Oversail agreement with McAleer &amp; Rushe Contracts UK Ltd</b></p> <p><b><u>Key Issues</u></b></p> <p>The Council has been approached by McAleer &amp; Rushe Contracts UK Limited to enter into a Crane Oversailing Agreement in relation to Phase 2 of their proposed new Bedford Square Development which sits opposite the Council owned Ulster Hall. McAleer &amp; Rushe propose to temporarily erect a crane at their site in late July / early August 2019 for the duration of their development works. As a consequence the jib of the crane will oversail adjacent sites, which includes the Ulster Hall. The plan attached in Appendix 6 shows the location of the crane and anticipated turning circle of the swing of the jib which will cross the Ulster Hall building by 0.625m.</p> <p>The jib of the tower crane once erected will cross Council owned property therefore requiring McAleer &amp; Rushe to seek a Crane Oversailing Agreement with the Council. McAleer and Rushe have requested permission to oversail Council land for a period of 20 months from the date of the Agreement. Belfast Waterfront and Ulster Hall Limited have been made aware of this request.</p>

Detailed terms of the Agreement to be agreed by the Estates Manager and Legal Services.

**Financial & Resource Implications**

McAleer and Rushe to pay the Council a Licence Fee to be agreed by the Estates Manager and cover all reasonable legal fees associated with the Agreement.

**Equality or Good Relations Implications/Rural Needs Assessment**

There are no equality, good relations or rural needs assessment issues associated with this report.

3.7

**vii) River Terrace – Lease of land to Lower Ormeau Residents Association Group**

**Key Issues**

Lower Ormeau Residents Action Group (LORAG) is a community development organisation founded in 1987. They currently operate Shaftesbury Community & Recreation Centre on a 25 year lease delivering services in line with the Independently Managed Centre model.

LORAG have formally requested from City and Neighbourhood Services a transfer of open space land at River Terrace in order to facilitate the development of a community garden. The land required is shown outlined red on the map attached in Appendix 7.

A report was successfully presented to People & Communities on 2 April 2019 seeking agreement in principle to the transfer of the lands subject to officers bringing a report to SP&R at a later date to detail the estates related aspects of the land transfer.

Local Investment Fund (LIF) funding is now in place which will cover the cost of initial site enabling works on the area indicated 'A' on the attached plan in Appendix 7. Please note the area shaded yellow is within NIHE ownership and LORAG are making enquiries with NIHE for a lease of this portion. Satisfactory completion of the enabling works on Site A will subsequently enable a funding application to Groundworks NI via Alpha Funding to develop out the site further to include Site B as a community garden facility.

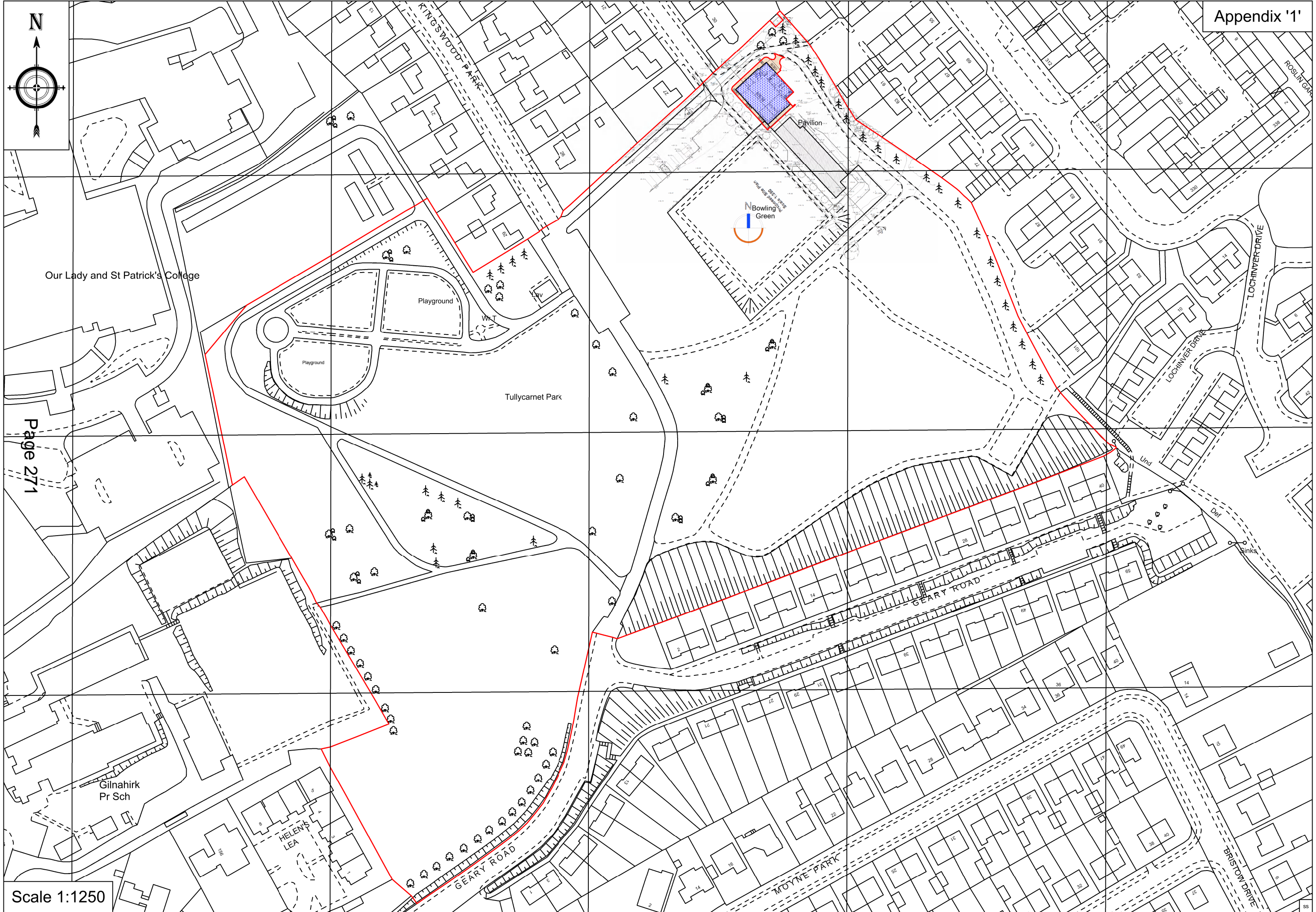
**Financial & Resource Implication**

The lands it is proposed will be leased for nil consideration due to the considerable community benefits identified and subject to the approval of Department For Communities. Staff resources in Estates and Legal Services will be involved in preparing the lease.

3.8	<p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p> <p>There are no equality, good relations or rural needs implications.</p> <p><b>viii) Avoniel Play Centre - Proposed temporary relocation</b></p> <p><b><u>Key Issues</u></b></p> <p>At its meeting on 18 November 2016 the SP&amp;R Committee noted that terms were agreed for the disposal of Avoniel Play Centre site to the Education Authority. The disposal completed on 31 March 2017. The Play Centre took up temporary residence in Avoniel Leisure Centre whilst proposals were being developed for the long term replacement of the Play Centre. Now that Avoniel has closed for redevelopment there is a requirement for premises to be found to maintain delivery of services. Following community and political engagement the facility located at 32 Constance Street BT54QF, Belfast is now the recommended temporary location for a range of play services previously managed from the Avoniel Play Centre. The Council will accordingly need to enter into a Licence Agreement with Charter NI for use of the premises. Approval is sought to enter into a licence until 31<sup>st</sup> March 2021.</p> <p><b><u>Financial &amp; Resource Implications</u></b></p> <p>A licence fee of £160 per week is currently being paid for the facilities used at Avoniel Leisure Centre. This will drop to £130 per week if the service relocates to the Diamond Project representing an overall saving to the revenue budgets of the play service.</p> <p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p> <p>There are no equality, good relations or rural needs implications.</p>
4.0	<p><b><u>Appendices</u></b></p> <p>Appendix 1 – Location map of Tullycarnet Park outlined red</p> <p>Appendix 2 – Location map of Beechvale Farm</p> <p>Appendix 3 – Location map showing car park area at Cregagh Community Centre required by way of licence.</p> <p>Appendix 4 – Location map showing Ravenhill Rest Gardens</p> <p>Appendix 5 – Location map showing car park at Cormac Street</p> <p>Appendix 6 – Location plan showing the location of the tower crane and anticipated turning circle of the jib.</p> <p>Appendix 7 – Location map showing land to be transferred to Lower Ormeau Residents Association Group</p>

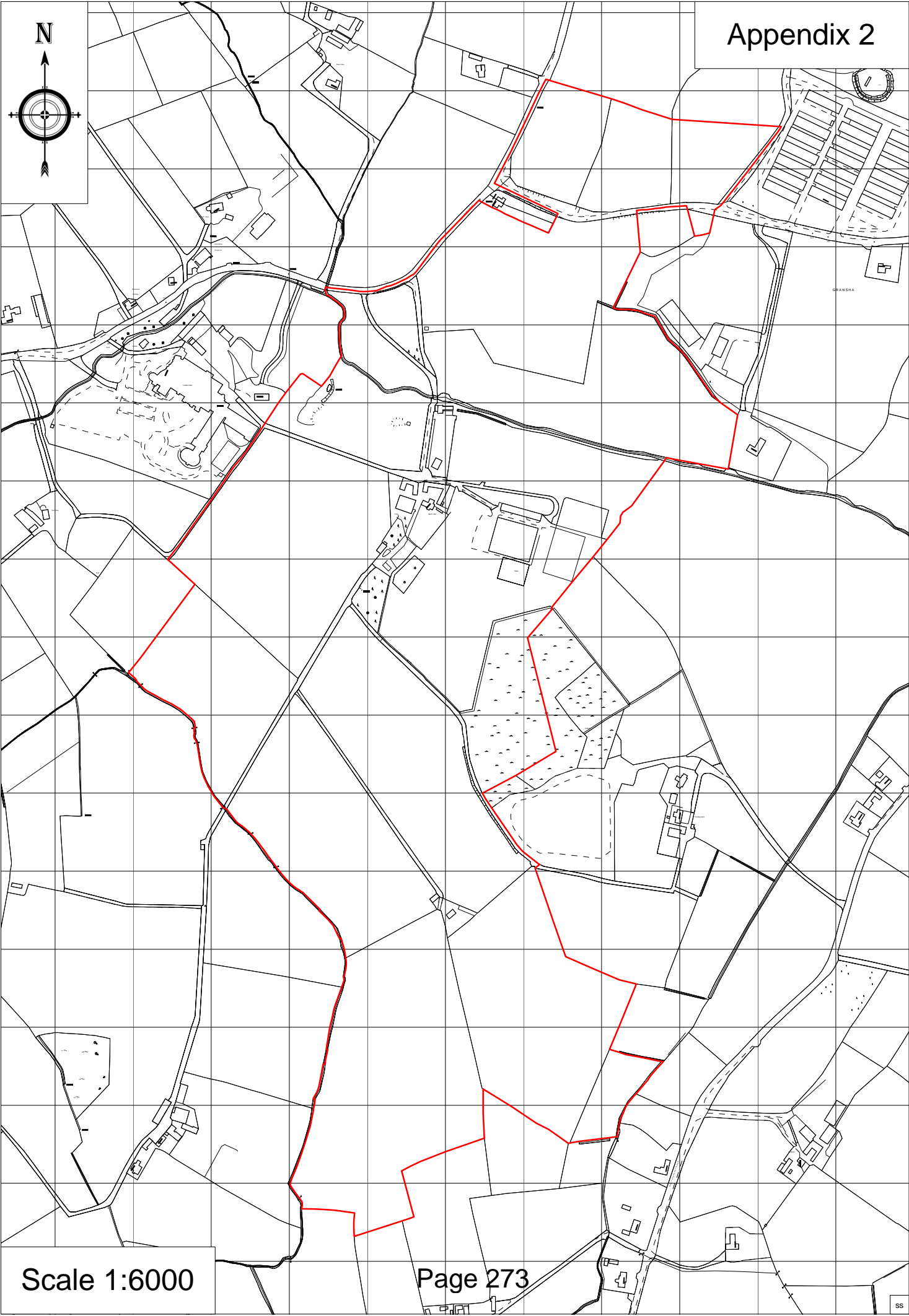
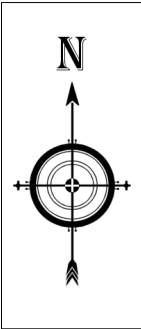


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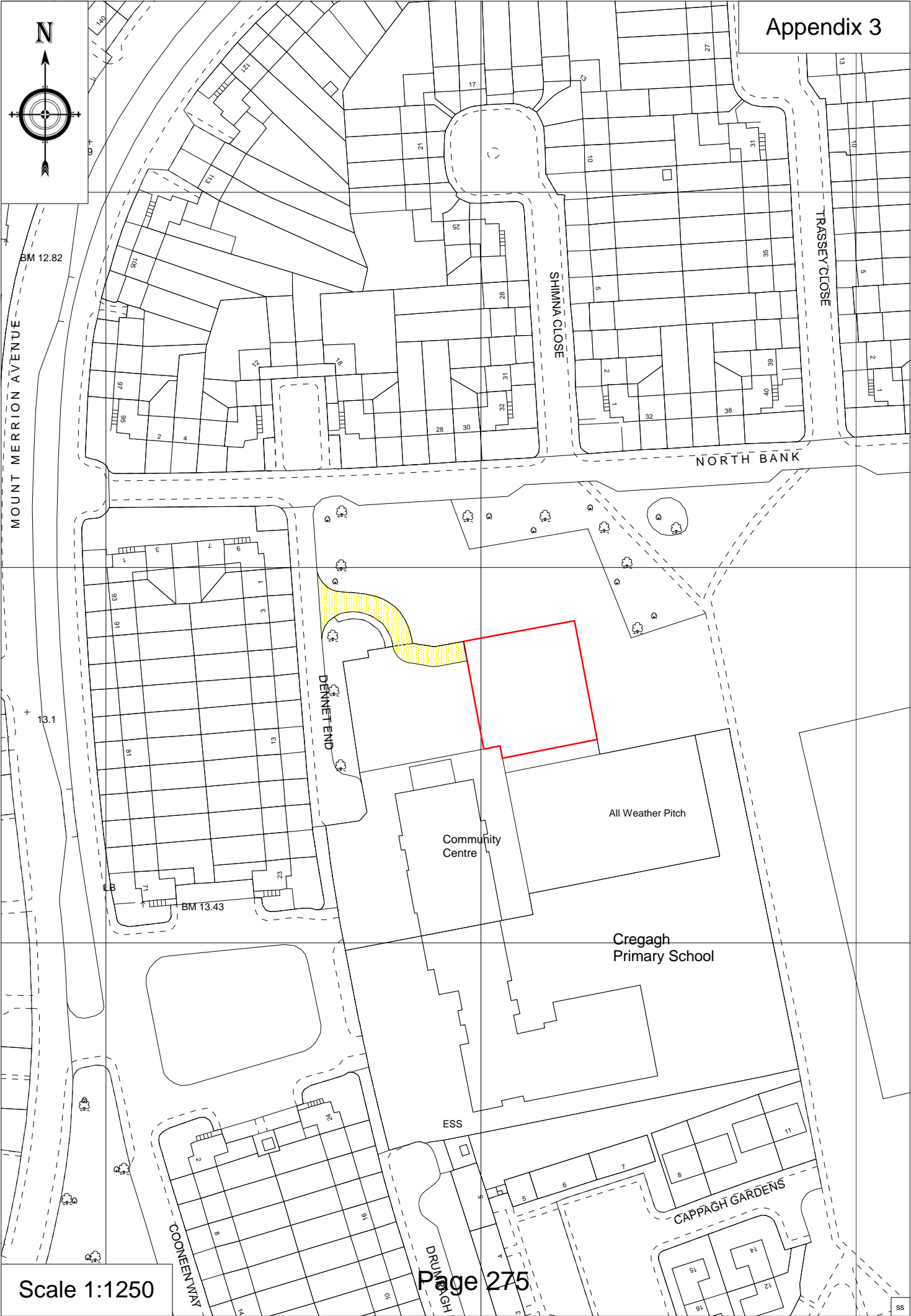


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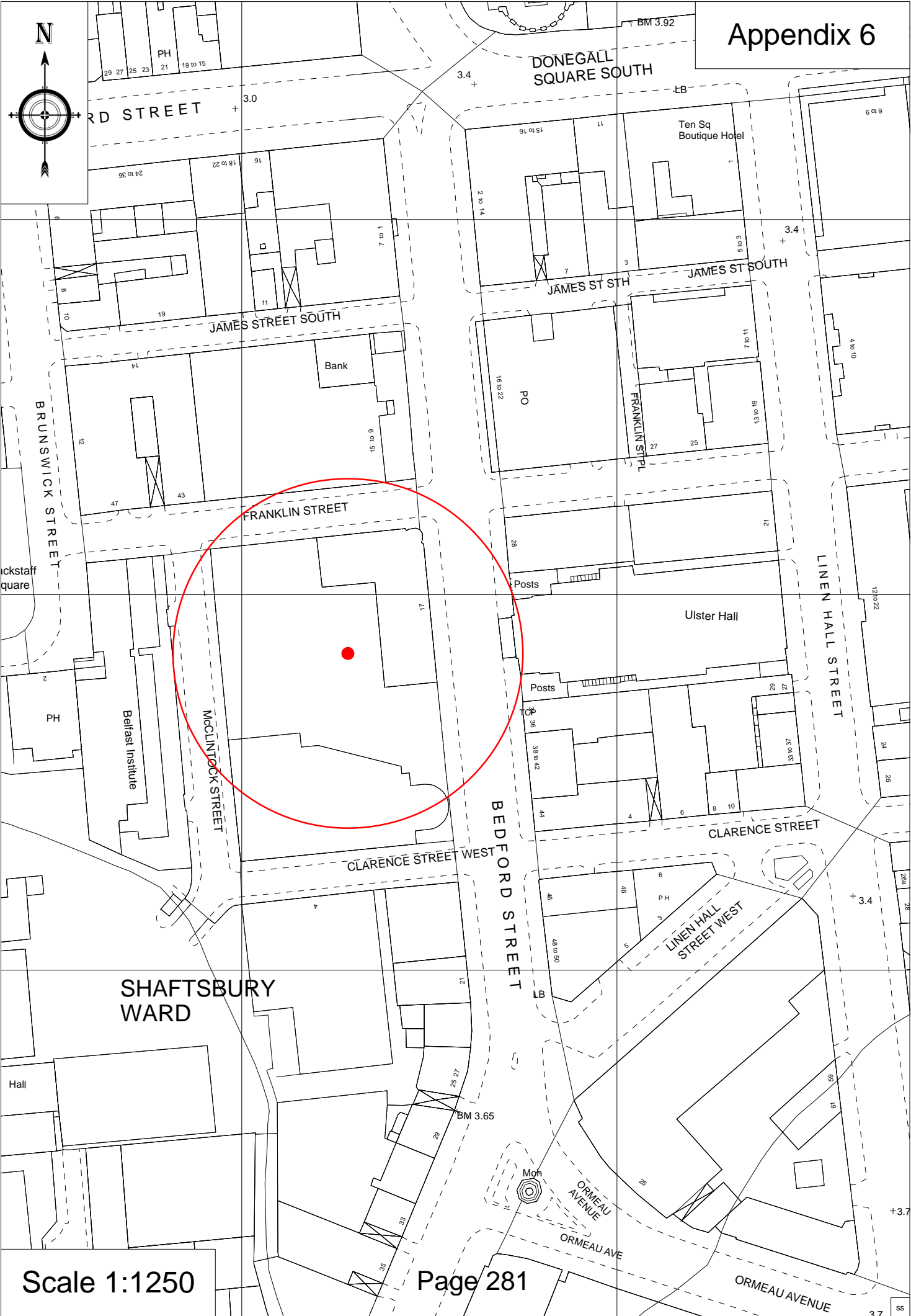
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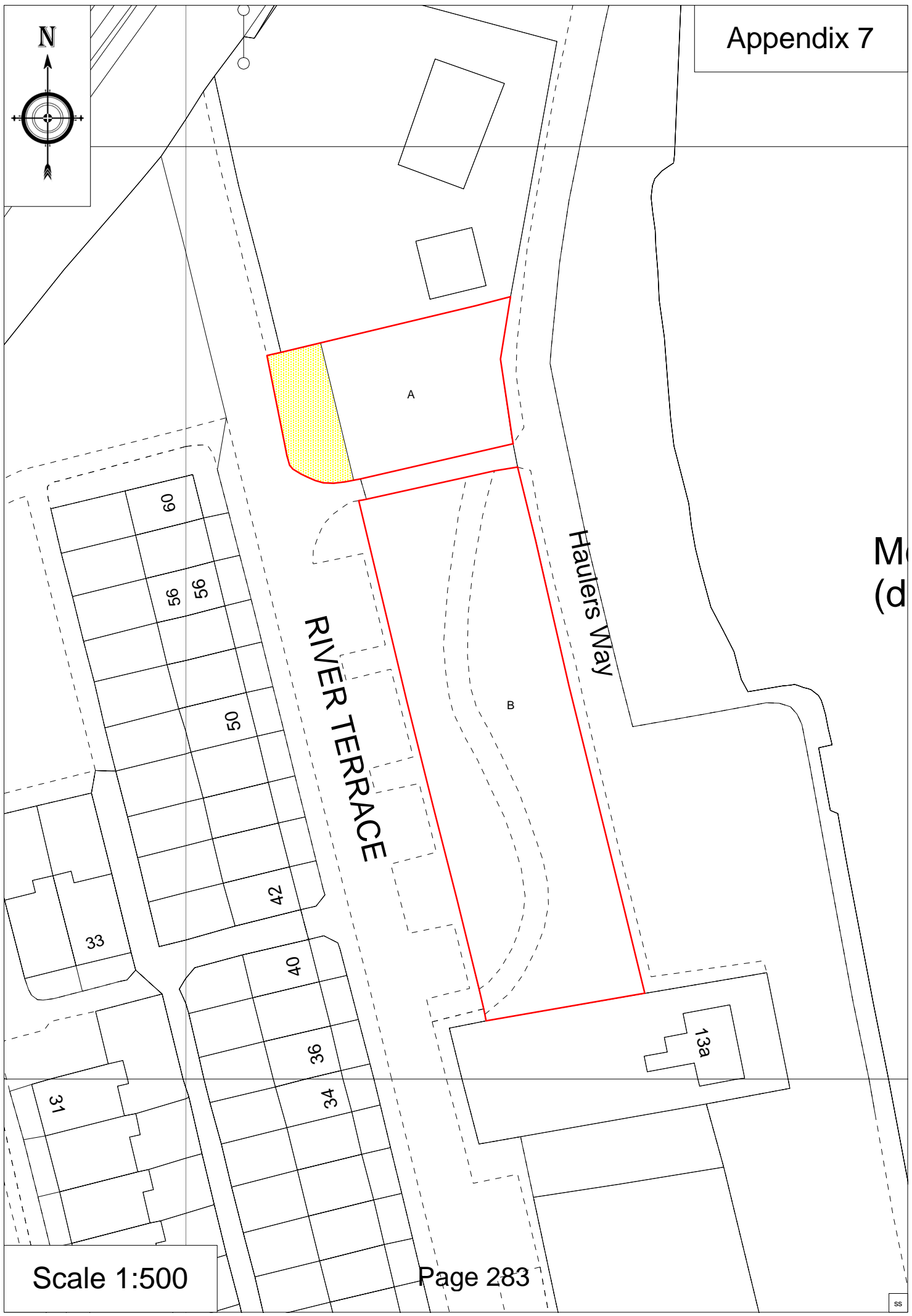


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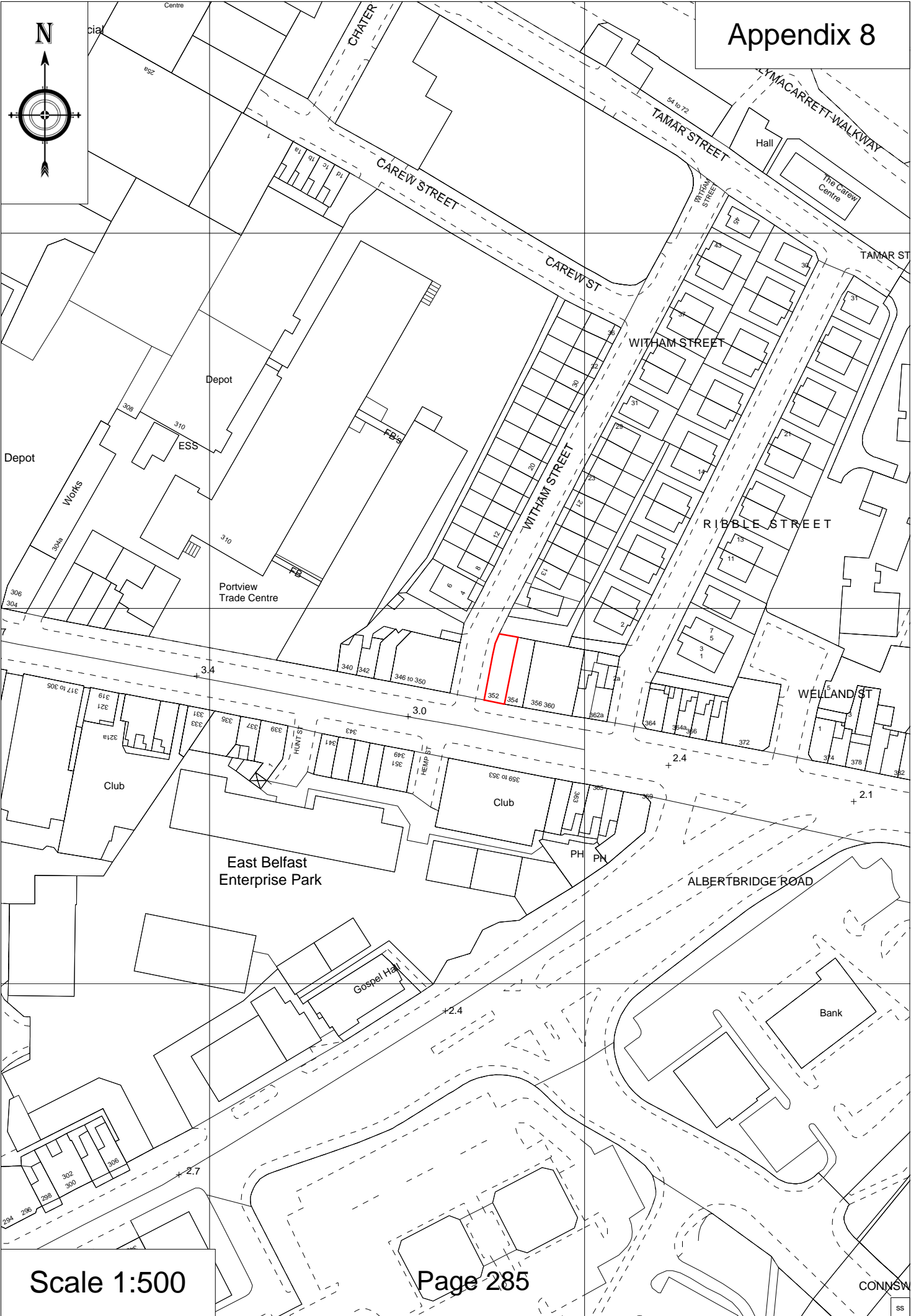




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**Belfast**  
City Council

## STRATEGIC POLICY AND RESOURCES COMMITTEE

<b>Subject:</b>	Belfast City Council's Assurance Framework and Annual Governance Statement for 2018/19
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Ronan Cregan, Deputy Chief Executive & Director of Finance and Resources
<b>Contact Officer:</b>	Claire O'Prey, Head of AGRS

### Restricted Reports

Is this report restricted?

Yes

☐

No

☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

### Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	<p>The purpose of this paper is twofold;</p> <ul style="list-style-type: none"> <li>to explain to Members the key elements of the 'year-end' process and the 'assurance framework' that the Council has developed over recent years to help ensure that the Council complies with statutory requirements and Members and senior officers can have effective, ongoing oversight of the Council's governance and assurance arrangements, including the annual report of the Audit &amp; Risk Panel for 18/19.</li> <li>to present the Annual Governance Statement for 2018/19, for consideration and inclusion in the unaudited statement of accounts which will be certified by the Chief Financial Officer</li> </ul>

	by 30 June 2019 and then subject to NIAO audit. The Statement has been considered by the Audit Assurance Board, but has not been reviewed by the Audit & Risk Panel as it has not been possible for the Panel to meet in June due to the timing of the nominations process following the elections. The Statement should now be approved by the Committee Chair, the Chief Executive and the Chief Financial Officer.
1.2	The Annual Governance Statement is an important document and it is important that the Committee is fully aware of its contents. The disclosures in the statement are based upon the Council's corporate risk register and take into consideration the disclosures made by Chief Officers in their individual annual assurance statements. The Annual Governance Statement also incorporates a summary of the Head of Audit, Governance and Risk Service's annual assurance statement.
<b>2.0</b>	<b>Recommendations</b>
2.1	Members are asked to note the Council's Assurance Framework, illustrated and described at <b>Appendix A</b> and note the annual report of the Audit & Risk Panel for 18/19 at <b>Appendix B</b> . Members are asked to review and approve the draft Annual Governance Statement for 2018/19 and, in particular, the disclosure of the significant governance issues contained in the statement. See <b>Appendix C</b> .
2.2	Following review, the statement will be incorporated into the Council's unaudited financial statements for 2018/19 which will be certified by the Chief Financial Officer by 30 June 2019. It will be subject to review by the LGA (NIAO) as part of their annual audit.
<b>3.0</b>	<b>Main report</b>
	<u>Key Issues</u>
3.1	The Council's Assurance Framework is summarised at Appendix A. It shows how different sources of assurance and related key elements / control measures combine to enable the Council to monitor its governance arrangements and produce the evidence to support its Annual Governance Statement. The diagram shows how the Council's Audit & Risk Panel, the Strategic Policy and Resources Committee and Council provide oversight of these governance arrangements. Related to this, the annual report of the Audit & Risk Panel for 18/19 is at Appendix B.

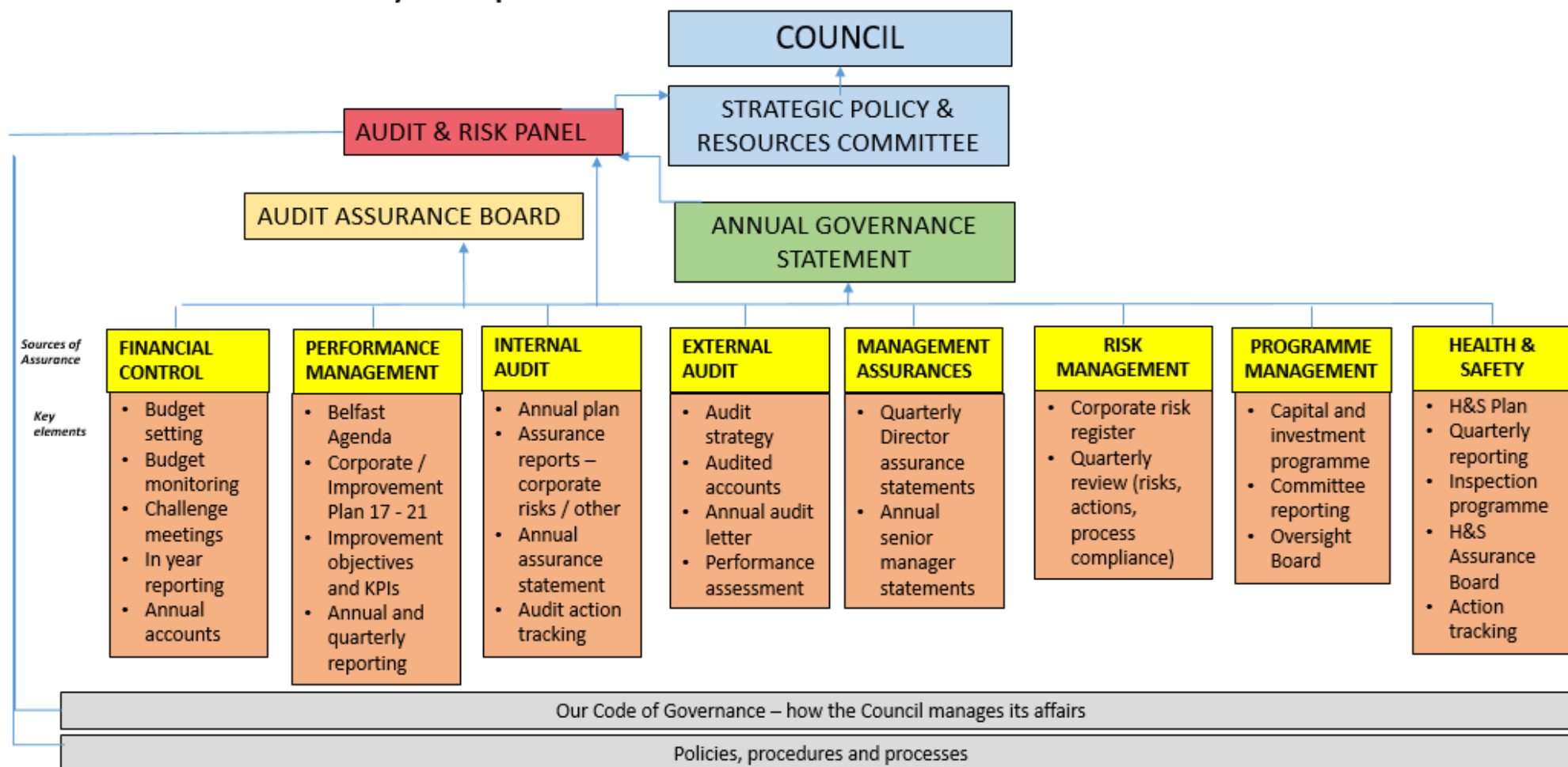


	<u>Preparation of Annual Governance Statement</u>
3.2	<p>The Council has a statutory responsibility to annually prepare and publish an Annual Governance Statement as part of the Financial Report. Many different processes inform the preparation of the Statement as can be seen from the Assurance Framework at Appendix A. Specifically, the Annual Governance Statement sets out:</p> <ul style="list-style-type: none"> <li>▪ scope of the responsibility of the Council in relation to governance</li> <li>▪ the purpose of the governance framework</li> <li>▪ the governance framework that is actually in place</li> <li>▪ the review of effectiveness of the governance framework that has taken place</li> <li>▪ an update on the significant governance issues that were disclosed last year</li> <li>▪ significant governance issues to be disclosed for year-end 2019 and the action proposed to address them.</li> </ul>
3.3	The Statement for 2018/19 is presented at Appendix C and should be approved by the Chair of Strategic Policy and Resources, the Chief Executive and the Deputy Chief Executive and Director of Finance and Resources.
3.4	It will be incorporated into the unaudited statement of accounts which will be certified by the Chief Financial Officer by 30 June 2019. It is subject to review by the LGA (NIAO) as part of their annual audit.
3.5	<p><b>Financial &amp; Resource Implications</b></p> <p>None.</p>
3.6	<p><b>Equality or Good Relations Implications</b></p> <p>None.</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	<p>Appendix A – Council's Assurance Framework</p> <p>Appendix B – Annual Report of the Audit &amp; Risk Panel for 2018/19</p> <p>Appendix C – Annual Governance Statement for Council for 2018/19</p>

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## Appendix A – Belfast City Council’s Assurance Framework

### Key Components of the Council’s Assurance Framework



## **Appendix A (continued) - Assurance Framework – Description of Key Elements**

The Council's Assurance Framework (see diagram) shows how different sources of assurance and related key elements / control measures combine to enable the Council to monitor its governance arrangements and produce the information which enables the Council to prepare their Annual Governance Statement. The diagram also shows how the Council's Audit & Risk Panel, the Strategic Policy and Resources Committee and Council provide oversight of these governance arrangements. The key elements of the framework are described below.

### **Financial Control**

A Financial Report for the y/e 31 March is prepared annually and submitted to the Department for Communities by 30 June. The report is then audited by the NIAO and published by 30 September each year (after approval by Committee). There is a budgetary control process including budget setting, budget monitoring and budget reporting. Corporate Management Team (CMT) and Strategic Policy and Resources (SP&R) Committee challenge the process corporately when budgets are approved annually and performance is reported quarterly. Standing Committees are also responsible for challenging and approving their annual budget and subsequently scrutinizing their budget performance at the end of each quarter in the following financial year.

### **Performance Management**

The Council's performance management framework supports the implementation of the corporate, departmental and service plans through regular monitoring, reporting and review and, in future, will support monitoring / reporting on Community Planning / Belfast Agenda outcomes. These plans set out what the Council intends to deliver over the course of the year and through the performance framework regular performance reports are produced detailing progress against key milestones and targets. These reports are considered by Departmental Management Teams (DMTs) and the Corporate Management Team (CMT) and actions for improvement are agreed. These arrangements are also designed to ensure that the Council meets its statutory duties in relation to performance improvement and our performance and related plans are subject to annual NIAO audit.

### **Internal Audit**

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. The Council has an Audit Governance and Risk Services (AGRS) section, which prepares an annual Strategy and Plan of work designed to ensure that:

- there is a robust system of internal audit of key Council activities and processes through a plan of work which affords suitable priority to the Council's objectives and risks
- there is a process of ensuring improvements to the Council's control environment, by providing management with advice, training and recommendations to improve risk management, governance and control arrangements, including the formal monitoring of the implementation of audit recommendations
- the Head of AGRS will be in a position to provide, at the end of each year, a professional, evidence-based opinion on the adequacy of the Council's risk management, control and governance arrangements which, in turn, will support the preparation of the Council's Annual Governance Statement
- the Council meets its legislative responsibilities for internal control, risk management and internal audit.

## **External Audit**

Each year, the Local Government Auditor (LGA) (the Northern Ireland Audit Office) (NIAO), completes an audit of the Council's accounts in accordance with legislation and the Local Government Code of Audit Practice issued by the Chief LGA. The LGA Annual Report sets out their opinion on the Council's financial statements and is included within the annual Financial Report. The NIAO also examines annually whether the Council has proper arrangements in place to secure economy, efficiency and effectiveness in the use of resources and that public money is properly accounted for and undertakes an annual audit and assessment of the Council's performance improvement arrangements. Their findings are summarised in an Annual Audit Letter, a Performance audit report and a Report to those Charged with Governance.

## **Assurances from Management & Governance Statement**

Each quarter, each Chief Officer, signs a Quarterly Assurance Statement confirming:

- Their responsibility for ensuring that there is a sound risk management and internal control system which supports the achievement of the corporate, departmental and service plans.
- compliance with the risk review process and outlining progress to manage key risks

In addition, at the year-end, the quarterly process is extended to all Senior Managers who are required to complete an Annual Assurance Statement and to highlight any significant governance issues that should be considered by the Chief Officers for inclusion within the Council's Annual Governance Statement.

## **Risk Management**

There is an agreed risk management strategy which sets out the processes the Council has put in place to manage risk. Risk registers and risk action plans are in place at corporate, departmental, service and, where appropriate, unit level and are recorded on the corporate risk management system, MKinsight. There is reporting to CMT, the Assurance Board, the Audit & Risk Panel and relevant Committees on risk management.

## **Programme Management**

A team of Programme and Project Managers support and provide assurance over the delivery of the Council's Capital and Investment programmes and other projects and regular reports on the progress and future delivery plans are taken to a senior management Oversight Board and the SP&R Committee. This process is being enhanced through the implementation of a Strategic Hub with dedicated Portfolio Management.

## **Health and Safety (H&S)**

The Council has an H&S Policy in place with an associated Organisation Structure and Arrangements to deliver on the Policy. The Corporate Health and Safety Unit reports on a quarterly basis to a senior management H&S Assurance Board and then on to the Audit Assurance Board and Audit & Risk Panel on compliance and strategic matters regarding the Council's health and safety management system. Operational matters are dealt with through the quarterly H&S Committee structure. Routine reports include information on performance against health and safety targets, accident statistics, policy changes, legislative changes and emerging health and safety issues. The Corporate H&S Unit deliver an annual programme of health and safety inspections, audits and training to monitor and support the management

system. Risk assessments are in place at an operational level to identify and manage health and safety risks.

### **Code of Governance**

Underlying our Assurance Framework is our Code of Governance. The Council is committed to the principles of good governance and our Code of Governance is a public statement of that commitment. Our Code has been prepared in line with best practice and a summary is contained in the Annual Governance Statement.

### **Policies, procedures and processes**

Policies, procedures and processes are designed to underpin day-to-day operations. A new policy management and compliance process is currently being developed.

### **Audit Assurance Board**

The Assurance Board is a mechanism established by the Chief Executive to ensure senior corporate management oversight of risk, control and governance issues arising from AGRS and other sources. The Board comprises the Chief Executive, Deputy Chief Executive & Director of Finance and Resources and the City Solicitor.

### **Audit and Risk Panel**

The Audit and Risk Panel in Belfast City Council is established as a working group reporting to the Council's SP&R Committee. It undertakes the functions of an Audit Committee. Its purpose is to provide an independent assurance on the adequacy of the Council's risk management framework and associated control environment. It may also report, with the approval of the SP&R Committee, to other standing committees on matters that are of direct relevance to the responsibilities of these committees.

### **Strategic Policy & Resources Committee (SP&R) reporting**

An accompanying report and the minutes of the Audit and Risk Panel are approved by the SP&R Committee. The SP&R Committee also oversees directly the financial management / stewardship of the Council.



**Belfast**  
City Council

<b>Subject:</b>	Audit & Risk Panel Annual Report for 2018/19
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Ronan Cregan, Director of Finance and Resources and Deputy Chief Executive, ext. 6085
<b>Contact Officer:</b>	Claire O'Prey, Head of Audit, Governance and Risk Services (AGRS), ext. 4643

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	The Audit and Risk Panel is constituted as a working group of the Strategic Policy and Resources Committee. The purpose of the Panel is to provide an independent assurance on the adequacy of the Council's risk management framework and associated control environment. The Panel also oversees the Council's financial reporting process.
1.2	The purpose of this report is to provide a summary to Committee of the key issues that have been considered and discussed by the Panel during the 2018/19 financial year, the assurances received and the areas requiring attention.
<b>2.0</b>	<b>Recommendations</b>
2.1	That the Strategic Policy and Resources Committee notes the summary of the work of the Panel during 2018/19 as set out at Section 3 below.
<b>3.0</b>	<b>Main report</b>
<b>3.1</b>	<b>Summary of the work of the Audit and Risk Panel in 2018/2019</b>
3.1.1	During 2018/19, the Panel met 5 times (including a training session in November 2018).
3.1.2	<p>The Panel has considered audit plans and issues arising from audit activity, such as the findings, assurance levels and recommendations arising from audit work and the progress being made to implement audit recommendations. It also received regular updates on:</p> <ul style="list-style-type: none"> <li>• the Council's financial position, as set out in its financial statements</li> <li>• reports from the Council's external auditors</li> <li>• risk management</li> <li>• business continuity</li> <li>• fraud, financial irregularity and whistleblowing investigations</li> <li>• governance related matters</li> </ul>

3.1.3	<ul style="list-style-type: none"> <li>• financial control</li> <li>• health and safety</li> <li>• performance management</li> <li>• staff attendance.</li> </ul>
3.1.4	<p>The key assurances that the Panel has received on are as follows:</p> <ul style="list-style-type: none"> <li>• the Council's financial statements and annual governance statement, as prepared by the Deputy Chief Executive and Director of Finance and Resources and his team; this provided a management assurance on the Council's financial position</li> <li>• the audited accounts and the associated external audit annual letters for 2017/18 (providing an opinion on the accounts) and report to those charged with governance (setting out control issues arising from the annual external audit), as prepared and presented by the Northern Ireland Audit Office. This provided an external assurance on the Council's financial position for 2017/18. (The accounts for 2018/19 are in the process of being audited)</li> <li>• NIAO assurance on the Council's performance management arrangements, specifically in reference to the Improvement Duty placed upon the Council by relevant legislation. The NIAO's audit of this area provided an unqualified opinion</li> <li>• the Head of Audit, Governance and Risk Service's annual assurance statement on the adequacy and effectiveness of the Council's risk management, control and governance arrangements, based on the findings of audit work completed throughout the year.</li> </ul>
3.1.5	<p>Where areas for improvement have been identified, these have been reported and implementation of agreed recommendations is actively monitored and reported back to the Panel. The Panel has, on occasions, raised issues where either audit reports have identified significant issues or progress against recommendations has not been satisfactory, with Directors asked, where necessary, to attend the Panel and provide further explanation, as was the case following the audit of the Markets and Visit Belfast. The key areas considered during 2018/19 included income and accounts receivable, the new HR / payroll system, capital programme, Peace IV, Fire Safety, Belfast Waterfront and Ulster Hall Ltd and several corporate risks reviews.</p>
3.1.6	<p>Regarding performance improvement, Part 12 of the Local Government (NI) Act 2014 sets out a general duty of improvement for requiring councils to put in place arrangements to secure continuous improvement in the exercise of their functions. Within this, the Council must publish an annual performance assessment of the progress against its annual improvement objectives, which will be published by the statutory deadline of 30<sup>th</sup> September 2019.</p> <p>The Audit and Risk Panel has also received updates during the year on the Council's risk management arrangements, including reports on the management of the Council's key corporate risks.</p>



## **Appendix C**

### **Annual Governance Statement 2018/2019**

The Council's Annual Governance Statement (AGS) follows DfC accounts directions and where applicable, the factsheet on governance statements issued by the NIAO in 2013, and comprises the following sections:

- Scope of responsibility
- The purpose of the governance framework
- The governance framework
- Review of effectiveness
- Update on the significant governance issues that were declared last year
- Significant governance issues for the year-end 2019

#### **Scope of responsibility**

Belfast City Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Council also has a duty under Part 12 of the Local Government Act (Northern Ireland) 2014 to make arrangements for continuous improvement in the way in which its functions are exercised, having regard to a combination of strategic effectiveness, service quality, service availability, fairness, sustainability, efficiency and innovation.

In discharging this overall responsibility, the Council is responsible for putting in place proper arrangements for the governance of its affairs and facilitating the effective exercise of its functions, which includes arrangements for the management of risk.

The Council has prepared an Annual Governance Statement, which is consistent with the principles of the new CIPFA/SOLACE Framework *Delivering Good Governance in Local Government (2016 edition)*. This statement explains how the Council has complied with the code and meets the requirements of the Local Government (Accounts and Audit) Regulations (Northern Ireland 2015) in relation to the publication of an annual governance statement.

#### **The purpose of the governance framework**

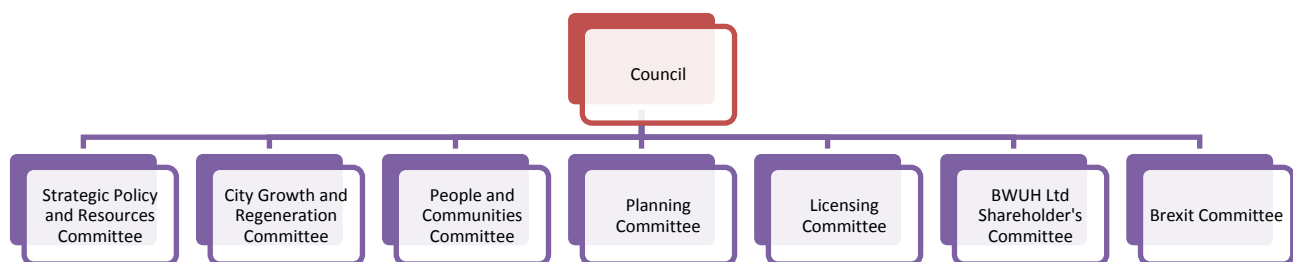
The governance framework comprises the systems and processes, and culture and values, by which the Council is directed and controlled and the activities through which it accounts to, engages with and leads its communities. It enables the Council to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate services and value for money.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

The governance framework continues to be place at Belfast City Council for the year ending 31<sup>st</sup> March 2019 and up to the date of approval of the Annual Governance Statement and statement of accounts. The following section sets out the key elements of the governance framework.

### The governance framework

Our committee structure, which is based on the full council and seven standing committees is illustrated and described below.



Through the work of committees, our Members oversee the work of the council. All committee decisions need to be ratified by the full council except where committees have been granted delegated authority to make decisions.

The full council, which consists of all 60 elected representatives, is the overarching decision-making body.

The Strategic Policy and Resources Committee is responsible for setting the strategic direction of the Council through the development of its corporate plan and other key corporate and cross cutting strategies and policies. It will also ensure effective use of resources and value for money for ratepayers, and oversee the Council's relationship with a number of key agencies and partners.

The City Growth and Regeneration Committee is responsible for the development and implementation of strategies, policies, programmes and projects directed to the

regeneration and growth of the city in the context of the outcomes agreed in the community and corporate plans and other corporate strategy.

The People and Communities Committee is responsible for the development and implementation of strategies, policies, programmes and projects aimed at improving life at a local level in the context of the outcomes agreed in the community and corporate plans and other corporate strategy.

The Planning Committee is responsible for all of the Council's planning functions, except those matters, which are delegated to officers or reserved to full Council.

The Licensing Committee is responsible for the consideration of all matters pertaining to policy and legislation in relation to licensing issues.

The Belfast Waterfront and Ulster Hall Ltd Shareholders' Committee is responsible for making the decisions required by the Shareholders' Agreement and ensure that the company complies with the contract for the operation of the venues.

The Brexit Committee is responsible for researching, monitoring, and reviewing the financial, resource or operational impact upon the council and the district as a result of the UK leaving the European Union and for making recommendations to council on such issues (or the relevant standing committee where appropriate).

In addition to the Committees listed in the diagrams above there are ten Working Groups established which include the Audit & Risk Panel, the Budget and Transformation Panel and four Area Working Groups.

In June 2018, the Council appointed a Commissioner for Resilience, fully funded by the organisation '100 Resilient Cities'. The Commissioner who reports directly to the Chief Executive, is working with Council officers and city partners to design and implement a resilience strategy for Belfast, focusing on economic resilience.

The Audit & Risk Panel provides an independent assurance on the adequacy of the Council's risk management framework and associated control environment. It provides an independent scrutiny of the Council's financial and non-financial performance, which is relied upon by the Council, to the extent that it exposes it to risk and weakens the control environment. The Audit & Risk Panel met four times during 2018/19.

The Council's Code of Governance is based on the seven core principles set out in the CIPFA/SOLACE Framework (2016 edition). How we meet these seven core principles is reviewed and updated annually and a summary of the key elements of our governance framework are set out in the table below:

### Our seven principles of good governance

#### A: Behaving with integrity

- Shared values communicated via corporate plan, community plan and key strategies
- Codes of conduct for Members & staff
- PDP / appraisal process for Members & staff
- Gifts and hospitality and conflicts of interest policies & registers in place
- Fraud & whistleblowing policies and investigations
- Good Relations Unit
- Equality & Diversity Framework
- Council constitution, standing orders & scheme of delegation
- Expert professional advice
- Partners and contractors required to comply with relevant policies
- Achieving Through People Framework and development of organisational values and behaviours

#### B: Ensuring openness

- Council / committee meetings open to the public and agendas / minutes on website with a process in place for time bound restrictions
- Belfast Agenda developed via extensive consultation and engagement with public “Belfast Conversation” events as well as statutory and other key partners
- Statement of Community Involvement for production of the Local Development Plan
- Ongoing consultation and engagement with staff & trade unions
- Corporate communications
- Annual financial report and annual report to Equality Commission published on BCC website
- Partnership / legal agreements with GLL, Active Belfast, arc21, BWUH Ltd, Visit Belfast
- “Your Say” consultation hub on BCC website
- Working with Belfast Region City Deal partners

#### C: Defining outcomes

- Belfast Agenda outlines long term economic, social and environmental benefits
- Agreed Heads of Terms for Belfast Region City Deal
- Corporate plan outlines the annual contribution to the Belfast Agenda
- City centre regeneration & investment strategy
- Physical Investment Programme
- Leisure transformation programme
- Grant funding processes
- Equality Impact Assessments

#### D: Optimising the achievement of outcomes

- Corporate plan aligned to delivery of Belfast Agenda
- Consultation and engagement processes
- Strategic financial management framework in place, including quarterly challenge process.
- Performance management framework
- Regular reports on progress of our performance improvement plan (corporate plan) to CMT and SP&R
- Risk management strategy & framework
- Commercial Panel aims to ensure that commercial activity places an emphasis on outcomes

#### E: Developing capacity & capability

- Creation of City Organisational Strategy department
- Achieving Through People Framework and development of organisational values and behaviours
- Benchmarking activity
- Efficiency programme
- Regular performance monitoring of the delivery of improvement objectives
- Learning and development policy
- Health and wellbeing strategy
- Appraisal scheme in place for Chief Officers, Heads of Service and Senior Managers
- PDPs for officers and Members
- Member capacity building plan completed for 2018/19
- Continuing Development Programme in place for the Planning Committee
- Party group briefings

#### F: Finance, performance and risk management

- Strategic financial management framework in place
- Efficiency programme
- Performance management framework
- Financial resilience review
- Risk management strategy
- Corporate risk management system (MKinsight) and processes / procedures in place
- Regular reporting of finance, risk & performance
- Audit and Risk Panel
- Internal audit function / annual internal audit strategy & plan in place
- Recommendations Monitor process
- Data protection policy and procedures
- Corporate Fraud Risk Assessment

- Head of Commercial & Procurement Services to lead on the development of commercial skills

#### G: Transparency, reporting & effective accountability

- BCC website regularly updated
- Publication of key reports including the annual financial report; annual governance statement; performance improvement report and annual report to Equality Commission
- Committee support framework to approve papers prior to submission to Members
- AGRS (internal audit) annual assurance statement within the annual governance statement
- Internal Audit effectiveness annually reviewed against public sector internal audit standards, with an independent external review every five years
- Internal / external audit recommendations followed up as part of recommendations monitoring process every six months

The Deputy Chief Executive and Director of Finance and Resources is the Council's designated Chief Financial Officer under the Local Government Finance Act (Northern Ireland) 2011, responsible for the proper administration of the Council's financial affairs.

The Council's financial management arrangements conform to the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2016).

Having considered all the principles of the CIPFA Code of Practice on Managing the Risk of Fraud and Corruption (2014), subject to the implementation of the Fraud Action Plan, the Council has adopted a response that is appropriate for its fraud and corruption risks and commits to maintain its vigilance to tackle fraud.

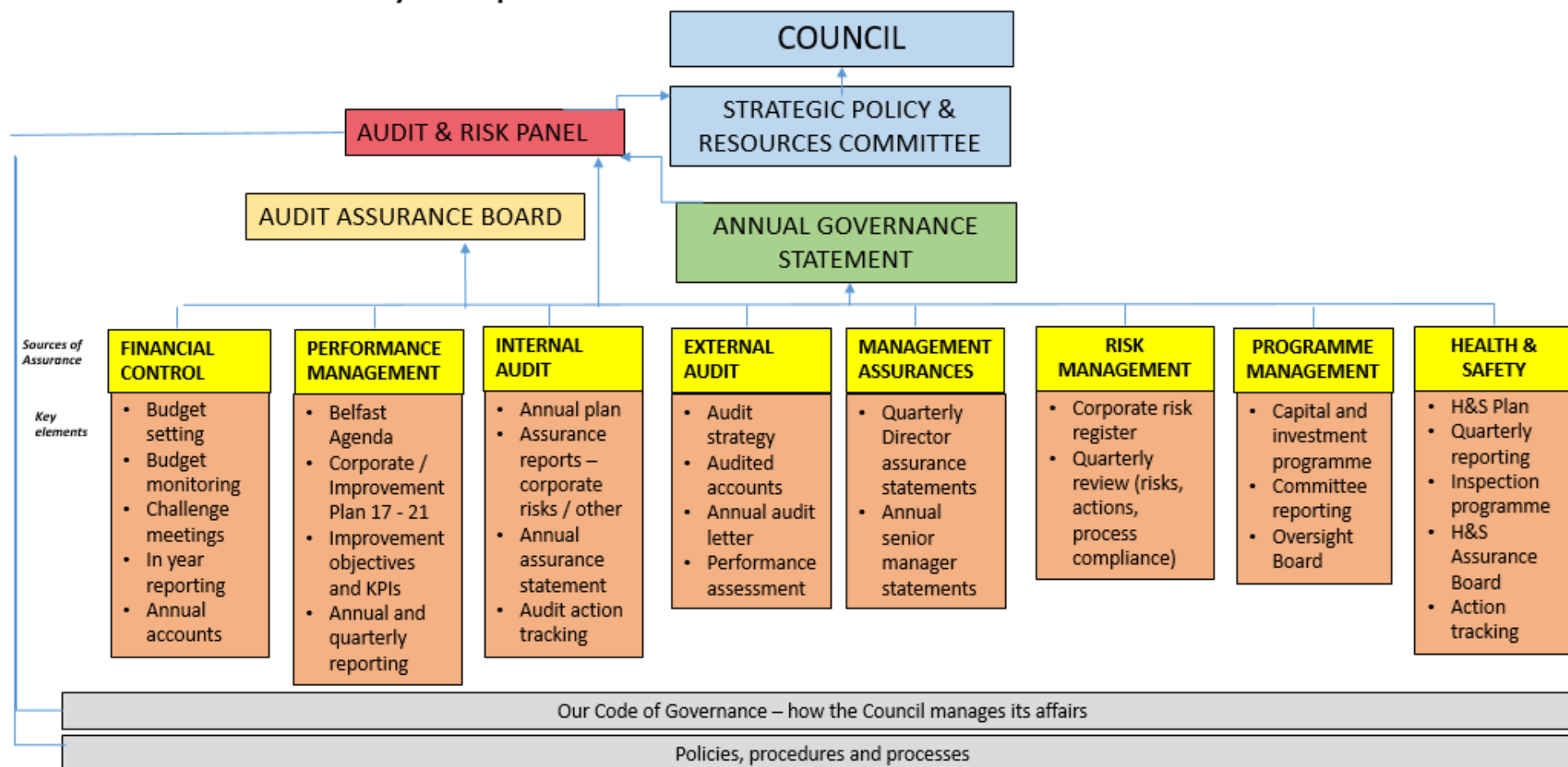
The CIPFA Statement on the Role of the Head of Internal Audit (2019 edition) sets out the five principles that set out the organisation's responsibilities to ensure HIAs are able to operate effectively and perform their core duties. The Statement also sets out the core responsibilities of the HIA along with the personal skills and professional standards expected of the HIA.

The Head of AGRS, and the supporting operational arrangements in place, conform to the five principles set out in the CIPFA Statement. This is demonstrated through a self-assessment exercise undertaken by AGRS. While the principles state that the HIA should not be responsible for preparing the annual governance report, the arrangements within the Council, involve AGRS co-coordinating the preparation of the Annual Governance Statement which is then reviewed and approved by the Corporate Management Team, Assurance Board and Audit and Risk Panel, before being reviewed by Strategic Policy and Resources committee and signed by the Chair of Strategic Policy & Resources, the Chief Executive and the Deputy Chief Executive and Director of Finance and Resources.

### **Review of Effectiveness**

The following diagram illustrates the Assurance Framework in place that provides information on compliance with the various elements of the Council's Governance Framework, including performance reports, health and safety reports, finance reports, internal audit reports and risk management reports.

## Key Components of the Council's Assurance Framework





The various in year and year-end reports arising from the Assurance Framework are reviewed and approved by the Audit and Risk Panel and Strategic Policy and Resources Committee annually.

In addition, the review of the effectiveness of the Governance Framework is also informed by:

- the annual review and update of the Code of Governance;
- comments or recommendations made by the external auditors during their annual audit; and
- the Head of Audit Governance and Risk Services (AGRS) annual assurance statement for the period ending 2018/19, which gives an opinion on the Council's risk and control environment.

An extract from the Head of AGRS Annual Assurance Statement for the period ending 2018/19 is given below:

*As Head of Audit, Governance and Risk Services (AGRS), on the basis of work carried out, I can provide a reasonable assurance regarding the adequacy and effectiveness of the Council's framework of governance, risk management and control. This opinion is based on the following:*

- *evidence from areas subject to detailed internal audit during 2018/19, in that AGRS has been able to provide positive statements of assurance with the majority of audits falling into the 'some improvement needed' category - the 2<sup>nd</sup> tier of assurance in the 4 tier model*
- *application of risk management and management assurance processes and our reviews of the management of key corporate risks*
- *the evidence set out in the review of the Council's Code of Governance and Annual Governance Statement regarding the range of key assurance and governance arrangements that the Council has in place to direct / oversee its activities.*

*However, some weaknesses and areas for improvement have been identified through audit work. These have been reported in detail to the Council's Assurance Board and Audit and Risk Panel during 2018/19 through quarterly progress reports. In addition, I have highlighted, where appropriate, where further action is required to implement agreed audit actions. The key issues I would highlight in this statement are as follows*

- *While AGRS was able to provide positive statements of assurance in the majority of audits completed in 2018/19, four areas resulted in 'major improvement' assurance levels – the review of the management of the corporate risk on Asset Management; the corporate / strategic level issues identified as part of the capital programme audit; the internal audit of Fire Safety arrangements and; the internal audit of the Markets. It is important that the action plans that are in place to address these are implemented in a timely manner.*

*Regarding the corporate risk on Asset Management, there is need for a fundamental review of the risk, the associated mitigation plan, the allocation of accountability and the progression of actions in relation to the baseline survey, clarifying roles and responsibilities and reviewing resourcing and financing.*

*Our audit of the Capital Programme identified issues that were not unique to the capital programme but had wider corporate / strategic significance relating to how the Council aligns and prioritises projects in relation to the Belfast Agenda, with a focus on those projects which will best contribute to the outcomes of Belfast Agenda. It is important that an action plan is developed and taken forward to address these corporate wide issues.*

- *The corporate risk register is currently being reviewed. It is important that any proposed changes to the corporate risks are agreed, ownership assigned and mitigation plans developed in a timely manner.*
- *The updated Risk Strategy was approved in early 2019 and requires departments to better integrate risk management into their planning and performance management processes. AGRS will support and challenge departments in this regard.*
- *Following the completion of the Corporate Fraud Risk Assessment, and in order to underline where responsibility for the management of fraud risk lies, the majority of departments have completed an initial fraud risk assessment. AGRS will be working with management to review the initial assessment and determine any follow up work that is required.*

*Finally, looking ahead, the Council is taking forward a number of transformational programmes in 2019/20 including the Belfast Region City Deal, Customer Focus Programme and the Continuous Improvement Programme. These present significant risks and opportunities to the Council. AGRS will be providing assurance and consultancy services to the Council in relation to these programmes and this has been built into our plan of work for the year ahead.*

Continued effort has been put into developing and implementing the key elements of an assurance framework within the Council with the key elements being:

- a process whereby senior managers are required to sign annual assurance statements;
- a process whereby Directors are required to sign quarterly assurance statements;
- embedding risk management and developing the arrangements for oversight of the management of these risks;
- business planning and related performance reporting arrangements;
- an Audit and Risk Panel;
- a professional internal audit function, which has been reviewed for effectiveness against the Public Sector Internal Audit Standards; and
- a Health & Safety Assurance Board.

#### **Update on the Significant Governance Issues that were declared last year**

Six issues were declared last year and three of these continue to be declared as issues in this year's statement (waste management, digital information security, and the Belfast Region City Deal). An update on the action that was taken regarding the remaining three issues that were declared last year (procurement and contract management, change management and bonfire management) is provided below.

#### **Procurement and Contract Management**

Since the identification of Procurement and Contract management as a corporate risk in the year ending March 2018, a new staffing structure for the Procurement Service has been implemented. The Head of Commercial and Procurement Services is now in post and management roles have since been recruited with new starts in Quarter 2 of this financial year. A Procurement Improvement Plan

has been developed and is being implemented which should address the procurement and commercial risks identified.

### Change management

The Strategic Hub has been created to support the delivery of the Belfast Agenda, to provide project management and service design support to the change programmes, develop the people strategy and lead on staff engagement and communications.

### Bonfire Management

Bonfires continue to be a very complex legacy issue and a framework for managing them has still to be agreed at a regional level. The Council continues to play a role in engaging with regional structures being led by The Executive Office. The Council has also worked through the recommendations in the independent review of bonfire management. It sourced additional help on Governance and the new Governance arrangements are now embedded in the Council's overall approach to bonfires.

### **Significant Governance Issues for the year-end 2019**

The significant governance issues for the year-end 2019 were identified through the review of the risks in the Corporate Risk Register and review of the Directors' Annual Assurance Statements.

The most significant issues for the Council are in relation to:

1. Waste management
2. Digital Information Security
3. Belfast Region City Deal
4. City Centre Recovery and Revitalisation
5. New Member Development and Development of the Political Management Arrangements

More information on these significant governance issues is provided on the following pages.

#### 1. Waste Management

The impact of the failure to manage the City's waste targets in an affordable manner is significant in relation to the financial penalties that can be imposed. Key actions have been undertaken to mitigate against the likelihood of this with the development of the draft Waste Framework, which sets the direction of the Council until 2030. Elements of this framework will require ongoing political and community support and significant capital investment. The monitoring of our existing waste contracts is ongoing. In addition we will continue to monitor the position of the proposed arc21 Residual Waste Treatment Project following the Court of Appeal's judgment in July 2018 in relation to planning permission, and the subsequent decision by the Department for Infrastructure not to appeal this ruling.

## 2. Digital Information Security

Security of our information assets remains a concern. Digital Services uses its resources to deliver a securely designed infrastructure, continually improve the maturity of security processes and to ensure security controls are in place to detect threats to the ICT environment. The delivery of a secure ICT Infrastructure aligns security activities with business need in order to optimise security budgets and resources.

Last year, in addition to ensuring the operation of established controls, we established a Security Oversight Group, revised the ICT security strategy against business impact assessment and investigated tools to detect approved and non-approved use of cloud-based services.

This year we will take the following additional actions to further mitigate this risk; completion of the work to create a new ICT security strategy against business impact assessment; assessment and acting on the results of the review of approved and non-approved use of cloud-based services and; implementation of the recommendations of the Corporate Risk Review – Digital Information Security.

## 3. Belfast Region City Deal

Appropriate governance and programme management arrangements were put in place to develop the Belfast Region City Deal (BRCD) proposition, which was presented to UK and NI governments in September 2018. The Chancellor in his budget statement in October 2018, announced a £350m investment package for the BRCD, with a further £350m match funding from NI Executive and £150m contribution from BRCD partners. Belfast City Council, as the lead authority, are now putting in place a dedicated programme office and revised governance structures to deliver the second phase of the programme, which includes the development of outline business cases for all projects, and will result in a financial agreement being drawn up between BRCD and the UK government and NI Executive. Work will also continue on the governance arrangements and assurance framework which will be put in place for the delivery phase of the deal, which is likely to commence in 2021.

## 4. City Centre Recovery and Revitalisation

The major fire at the Bank Buildings in August 2018 resulted in the forced closure of 14 city centre retail traders inside a cordoned off area and had a negative impact on traders and businesses within the immediate vicinity of the cordon. Council sought and was granted £2 million towards the recovery of the city centre from the Chancellor of the Exchequer in the October 2018 budget. This fund was supplemented by additional monies from the Northern Ireland Government Departments and from Council itself to support the recovery of the city centre. Council is committed to supporting recovery in the city centre having put in place a programme to manage the immediate recovery and going forward, has put in place a revitalisation programme to encourage visitors and shoppers back to the city centre. This is supported by a team delivering on each work strand, led by the Director of Place and Economy.

5. New Member Development and Development of the Political Management Arrangements

The Council now has 22 new members and there is a need to design and deliver a significant programme of work to ensure that they are provided with sufficient support and development to help them fulfil their role. This will also involve ongoing development of our political management arrangements to ensure that they provide effective support for parties and party group leaders.

**Signed:** .....

Chair Strategic Policy and Resources Committee

**Signed:** .....

Chief Executive Officer

**Signed:** .....

Chief Financial Officer

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<b>Subject:</b>	Contracts Update
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	Ronan Cregan, Deputy Chief Executive and Director Finance and Resources
<b>Contact Officer:</b>	Noleen Bohill, Head of Commercial & Procurement Services

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to update Members on Contracts for Award for this month and to notify Members of the proposed extension of an existing contract that the Council has with LPS for the provision of detailed property surveys update
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li>Approve the public advertisement and acceptance of tenders as listed in <b>Appendix 1, Table 1</b> through the Council's electronic procurement system. Members are advised that these tenders will only be advertised when they have gone through the Councils internal governance process which include demonstrating strategic alignment with the Belfast Agenda</li> <li>Grant delegated authority to the appropriate Director using pre-agreed criteria the most economically advantageous tender.</li> </ul>

	<ul style="list-style-type: none"> <li>• Agree to accede to Standing Order 555(b) exceptions in relation to contracts by direction of the council acting on recommendation of a Chief Officer that the exception is justified in special circumstances for the contracts laid out in 3.6 and <b>Appendix 1 Table 2</b></li> <li>• Seek approval from Members to allow extensions as detailed in <b>Appendix 1, Table 3.</b></li> <li>• Advise members of the contracts that have been awarded (January – May 2019 inclusive) <b>Appendix 1, Table 4.</b></li> </ul>
3.0	<b>Main report</b>
3.1	<p>Key Issues</p> <p>Section 2.5 of the Council's Scheme of Delegation outlines that under Standing Order 60(a) any contract that exceeds the statutory amount (currently £30,000) needs to be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when there is a resolution of the Council.</p>
3.2	<p>The tenders submitted for approval in Appendix 1, Table 1, have been forwarded by Departments for approval. Departments have been required to provide assurance that provision for the expenditure has either been made within their departmental budgets or approval has been sought from the Director of Finance and Resources that this expenditure has been provided for within a corporate budget.</p>
3.3	<p>Members should note that they are being asked to approve tenders in principal, after which the internal governance process demonstrating strategic alignment with the Belfast Agenda will be applied. As part of this process, Departments have also provided assurance that appropriate resources are available within their departments in order to effectively administer and manage any contract(s).</p>
3.4	<p>In accordance with Standing Orders these tenders shall comply with the relevant requirements of national legislation and European directives and be overseen by Corporate Procurement Services.</p>
3.5	<p>This report relates to corporate and departmental supplies and services contracts only. The procurement of services and works contracts relating to the capital procurement is dealt with under the Capital Programme reports in accordance with the approved stage approval process.</p>



	Direct Award Contracts
3.6	Members are asked to accede to Standing Order 55 (b) exception in relation to contracts allowed by a Chief Officer certifying that the exception is justified in special circumstances for the following and as per Appendix 1 Table 2
3.7	The council uses Modern.gov to manage meeting agendas and minutes and communicate these to members. A new contract is proposed to enable continuity of an effective paperless and streamlines system. Given that BCC owns Modern.gov licences and Modern Mind-set are the sole providers of Modern.gov the Director recommend that this contract be awarded as a STA.
3.8	The fire at Bank Buildings in 2018 continues to have an impact on the city. Research and evidence from stakeholders has resulted in a marketing campaign taking place in the summer 2019. The Director recommends that due to the tight time pressures of the funding agreement and the agreed delivery date of summer 2019 that this contract be awarded as a STA.
3.9	The agreed Phase 2 of the City Revitalisation Programme involved additional budget allocation to three existing programmes. Again, due to the tight time frames and the specific nature of the activities (cultural performances) the Director recommends that this contract be awarded as a STA.
3.10	Based on additional analysis requirements of the LDP the Director recommends that this contract be awarded as a STA to the incumbent.
3.11	Following Council decision, officers were requested to plan and secure contractors to support the removal of an unauthorised Portakabin. Due to the potential health and safety issues associated with this, the Director recommends that the contract be awarded as a STA.
3.12	Due to the specialist nature of the requirement, in August 2018 Members approved a STA for the appointment of a contractor to assist with seasonal waste removal and associated materials. However due to the high demand of the service and the use, by other government agencies, of the contract, the expenditure limit has increased. The Director recommends that the contract be extended as a STA to cover additional requirements for 2018 and forecasted requirements for 2019.
	<b>Financial &amp; Resource Implications</b>
3.13	The financial resources for these contracts will be met within departmental budgets.

3.14	<p><b>Equality or Good Relations Implications/Rural Needs Implications</b></p> <p>No specific equality or good relations implications.</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	<p>Appendix 1 Schedule of Tenders for Consideration / Notation</p> <p>Table 1 - New tenders</p> <p>Table 2 - Direct Award Contracts (Single Tender Action)</p> <p>Table 3 - Contract Extensions</p> <p>Table 4 – Contracts Awarded (January to May 2019)</p>

## Appendix 1 - Schedule of tenders for consideration

**Table 1 - New tenders**

<b>Title of tender</b>	<b>Senior Responsible Officer</b>	<b>Proposed contract duration</b>
Tender for the provision of a bring site service	Nigel Grimshaw	Two years with optional extension of anytime up to two years and a further two years thereafter
Tender for the provision of a dry material recovering facility	Nigel Grimshaw	Three years with the option to extend for a further two years.
Delivery of parks education programme	Nigel Grimshaw	Up to five years
Supply and delivery of waste containers and food waste liners	Nigel Grimshaw	Up to three years
Supply & delivery of Fruit & Veg to Belfast Zoo	Nigel Grimshaw	Up to three years
Supply & delivery of bedding plants and supply & delivery & offloading of forcing and bedding bulbs	Nigel Grimshaw	Up to three years
Provision of de-icing and snow clearance (winter) service	Nigel Grimshaw	Up to three years
Supply, delivery and offloading of haylage, meadow hay and barley straw	Nigel Grimshaw	Up to four years
Annual Bituman including small civil engineering works	Nigel Grimshaw	Up to four years
MTC for roller shutter doors – repair, maintenance and minor alterations	Gerry Millar	One year with the option to extend for a further three years
MTC for general metal and small engineering - callout repairs and minor works	Gerry Millar	One year with the option to extend for a further three years
MTC for glazing – callout, repairs and minor works	Gerry Millar	One year with the option to extend for a further three years
MTC for air conditioning – callout ,repairs and minor works	Gerry Millar	One year with the option to extend for a further two years
MTC for electrical insurance repairs and small works	Gerry Millar	One year with the option to extend for a further two years

MTC for pitch lighting – callout, repairs and minor works	Gerry Millar	One year with the option to extend for a further two years
MTC for roofing services – callout, repairs and minor works	Gerry Millar	One year with the option to extend for a further two years
Supply and delivery of footwear and gloves	Gerry Millar	One year with the option to extend for a further two years
Supply and delivery of electrical materials	Gerry Millar	One year with the option to extend for a further three years
Supply and delivery of plastic sacks	Gerry Millar	One year with the option to extend for a further three years
Resurface main yard at Cregagh Civic Amenity Centre	Gerry Millar	4-8 weeks
Boiler replacement at Morton CC & Belvoir Activity	Gerry Millar	8-12 weeks
Upgrade fire alarm at waste transfer station	Gerry Millar	4-8 weeks
Replacement of flooring at Ballysillan LC	Gerry Millar	2-4 weeks
Installation of Christmas lights at City Hall	Gerry Millar	12 weeks
Repairs to roofing at Smithfield Market	Gerry Millar	4-6 weeks
CHP Works at Ballysillan Leisure Centre	Gerry Millar	Up to five years
Analysis of samples from the North Foreshore	Gerry Millar	Up to three years
Online Business Case 2 for Belfast Destination Hub	Alistair Reid	Up to one year
Strategic Engagement Framework for Belfast Destination Hub	Alastair Reid	Up to one year
Project concept development for Belfast Destination Hub	Alastair Reid	Up to two years
Tender for the delivery of two summer lighting pilots	Alastair Reid	Up to one year
Tender for proposal for a festival of light to animate Belfast City Centre throughout Xmas 2019	Alastair Reid	Up to one year

Employment Academy – Leisure (T1976)	Alastair Reid	Up to three years
Purchase of mobile ventilation units for St Georges Market	Alastair Reid	Up to ten years

**Table 2 - Direct Award Contracts (Single Tender Action)**

System/Product	Supplier	Annual estimate
Finance & Resources: maintenance and support for Modern.Gov software (T1969)	Modern Mindset	£38,750
Place & Economy City Revitalisation Programme support for a number of key activities	Festival of Fool's/Cathedral Quarter/Other Voices	£70,000
Place & Economy City Revitalisation Programme: marketing campaign (T1970)	Visit Belfast	£300,000
City & Neighbourhoods: removal of a portacabin (T1971)	confidential	confidential
City & Neighbourhoods: seasonal waste removal 2018 (T1972)	confidential	confidential
City & Neighbourhoods: seasonal waste removal 2019 (T1982)	Confidential	confidential
Research and Evidence to inform the Local Development Plan (T1973)	Turley and Edge Analytics	£42,500

**Table 3 - Contract Extension**

System/Product	Supplier	Period
Tender for the collection, treatment and re-cycling of mattresses	Ulster Supported Employment Ltd	Month by month until new contract is in place.

**Table 4 – Tenders Awarded (January to May 2019)**

Title of tender	Successful Contractor	Senior Responsible Officer
Supply and delivery of ambient food (T1918)	Henderson Foodservice Ltd	John Walsh
Supply and delivery of kerbside sort vehicles (T1932)	Romanquip Ltd	Nigel Grimshaw
Provision of a personal development project - PEACE IV (T1920)	Extern NI	Nigel Grimshaw
Supply and delivery of top dressing sand and topsoil (T1877)	Clive Richardson Ltd	Nigel Grimshaw
Tender for wet pour repairs (T1878)	Play and Leisure	Nigel Grimshaw

Administration and provision of first aid training courses (T1911)	Proparamedics Ltd	John Walsh
Provision of a medical referee service (T1875)	Dr Smith	Nigel Grimshaw
Removal and disposal of sharps and drug paraphernalia (T1894)	Ace Drains	Nigel Grimshaw
Good relations through sport – PEACE IV (T1925)	Active Communities Network	Nigel Grimshaw
Supply and delivery of fresh meat and poultry (T1929)	Lynas Foodservice Ltd	John Walsh
Maintenance of grounds maintenance plant and equipment (T1913)	Broderick Grass Machinery Ltd	Nigel Grimshaw
Delivery of care employment academy (T1931)	DFFP Ltd t/a People 1st	Nigel Grimshaw
Supply and erection of street nameplates (T1935)	Traffic Signs and Equipment Ltd	Alistair Reid
Maintenance and removal of flower displays (T1870)	Clive Richardson Ltd	Nigel Grimshaw
Design, delivery and management of twilight market (T1957)	The Event-ful consultancy	John Greer
Advertising service for the placement of planning notices (T1898b)	Independent News and Media Ltd	Aidan Thatcher



<b>Subject:</b>	End of Year Absence Rates 2018/19
<b>Date:</b>	21 June 2019
<b>Reporting Officers:</b>	John Tully, Director City and Organisational Strategy
<b>Contact Officer:</b>	Catherine Christy, HR Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of Main Issues</b>
1.1	<p>This report;</p> <ul style="list-style-type: none"> <li>Provides sickness absence data for the financial year 2018/2019, (April 2018 to March 2019);</li> <li>Compares this year's performance to the same period last year, (April 2017 to March 2018);</li> <li>Provides a quarterly comparison of days lost per full time equivalent (April 2015 to March 2019)</li> <li>Provides information on : <ul style="list-style-type: none"> <li>Disability related absence for 2018/19</li> <li>Stress related absence for 2018/19</li> <li>Musculo-skeletal related absence for 2018/19</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>Proposes a corporate target for the reduction in sickness absence.</li> </ul>
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The committee is asked to</p> <ul style="list-style-type: none"> <li>note the contents of this report and agree the proposed corporate target set out in paragraph 3.7</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	<p><b>Absence rates</b></p> <p>At the end of March 2019, the average number of day's sickness absence per full time employee was 13.71 days. We did not meet our target to reduce sickness absence to 10 days. However, the rate did not increase on last years (13.72) rate, rather there was a marginal reduction. There was an increase in the number of staff with no absence this year, 38.75% compared to 37.04% last year. Long term absence increased this year with 67.44% of absence classified as long term absence compared to 64.20% for the same time last year. Table 1 in Appendix 1 provides more detail.</p>
3.2	<p>The number of days lost per full time equivalent was slightly less in quarter four (3.47 days) when compared to quarter three (3.55 days). The quarterly comparison chart ( see Appendix 2 ) shows a significant improvement in the quarter four absence rate this year when compared to the same period last year (3.92 days).</p>
3.3	<p><b>Disability Related Absence – 1 April 2018 to 31 March 2019</b></p> <p>Approximately 28% of absence is recorded as disability related and in these instances management has a legal obligation to consider making reasonable adjustments in such cases. This could include extending trigger points or not issuing warnings at all. Employees who reported absence with depression / anxiety (24.24%), cancer (9.72%), osteoarthritis (9.11%) and heart failure (7.97%) accounted for over half of all disability related absence days.</p> <p>Appendix 3 highlights the top ten disability related absence reasons. These ten reasons accounted for approximately 72% of the total days lost due to disability related absence.</p>



3.4	<p><b>Stress related absence</b></p> <p>There has been a significant reduction in stress related absence in the Council, a decrease of over 15%.</p> <p>In summary, the main reasons for stress related absence in the council in 18/19 were:</p> <ul style="list-style-type: none"> <li>- underlying mental health conditions (mainly depression and anxiety);</li> <li>- bereavement;</li> <li>- family caring/sickness reasons (such as a sick partner or child);</li> <li>- personal / relationship issues.</li> <li>- work issues (relationships and workload);</li> <li>-</li> </ul> <p>These five reasons account for over 83% of the total days lost due to stress related absence.</p>
3.5	<p><b>Musculo-skeletal related absence</b></p> <p>Musculo-skeletal type absence has superseded stress related absence as the main reason for absence within the council. Approximately 83% of musculo-skeletal absence is attributable to staff working in frontline operation services. However, most of this was personal as only 14% of musculo-skeletal absence was recorded as work related.</p> <p>Approximately 59% of all musculo-skeletal absence was attributed to underlying medical conditions which included arthritis, chronic back pain, prolapsed discs and tendonitis.</p>
3.6	<p><b>Summary:</b></p> <p>While at the mid-year review, an end of year figure of 15 days was predicted, the average days lost per employee was 13.71, very slightly reduced when compared to last year (13.72 days).</p> <p>In August 2018, a series of initiatives was introduced in an effort to reduce sickness absence levels. Activity included:</p>

- a training programme for all managers with responsibility for managing absence ( a total of 474 managers attended this training )
- the development of a shorter, more user-friendly guidance document for managers to complement the training and a wider communications plan around attendance management was developed and implemented at all levels of the organisation

Various programmes for employees that assist with absence management continue to be delivered including:

- Positive Mental Health and Emotional Wellbeing training;
- Stress Awareness for Managers;
- Dementia Awareness training;
- Managing Difficult Conversations training.

And over the last two years the Council won two Health and Wellbeing awards for our best practice health and wellbeing initiatives and activity.

Going forward, the following activity is planned to address the current high levels of absence

- Training for managers on leading, managing and sustaining change and a programme for employees to support them in dealing effectively with change is planned for the coming year.
- A 'buddy scheme' is being set up to offer support for staff who have been affected by cancer or other chronic illnesses.
- A 'Mental Health First Aid' Training pilot was recently held and consideration will be given to rolling this out further in the organisation.

The new People Strategy, currently under development, will also identify other related areas where improvement is required, for example analysis around the impact of our aging workforce on our absence levels and how this needs to be considered in terms of workforce planning. The increasing levels of increasing musculo skeletal absence also needs consideration and how it can be addressed via our health and wellbeing activity.

3.7	<p><b>Recommendations</b></p> <p><b>Corporate Target</b></p> <p>In recent years, a corporate target of 10 days has been set and this figure remains as the target for the Council's absence rates. It has been recognised, however, that this target is difficult for larger departments to achieve in one step in the course of a single year.</p> <p>In order to recognise the significant efforts being made to reduce absence levels and achievements in some areas, and taking account of the significant organisational change ongoing, it is proposed that departments continue to work towards a target of 10 days, to be achieved by the end of the current Council term, i.e. by the end of March 2023. It is hoped that a more achievable target for all departments i.e., one based on an annual percentage reduction might provide more of a realistic incentive for departments to strive towards and can be applied across the board down to service or section level. A proposed reduction of 7.59%* would mean the following targets for each year until 2023.</p> <table> <tr> <td>19/20</td><td>12.67</td></tr> <tr> <td>20/21</td><td>11.71</td></tr> <tr> <td>21/22</td><td>10.82</td></tr> <tr> <td>22/23</td><td>10</td></tr> </table> <p>*A review of the target each year is required as it is based on a percentage reduction of the previous year.</p>	19/20	12.67	20/21	11.71	21/22	10.82	22/23	10
19/20	12.67								
20/21	11.71								
21/22	10.82								
22/23	10								
	<b>Finance &amp; Resource Implications</b>								
3.8	<p>Directors are asked to ensure that:</p> <ul style="list-style-type: none"> <li>Resources are in place for appropriate monitoring and review at department level.</li> </ul>								
	<b>Equality and Good Relations Implications</b>								
3.9	Approximately 28% of absence is recorded as disability related. The use of discretion and reasonable adjustments is considered in such cases.								
4.0	<b>Appendices – Documents Attached</b>								
	<p>Appendix 1 – Table 1 Historical absence rates (2017/18 to present)</p> <p>Appendix 2 - Quarterly comparison of days lost per FTE (Q1 15/16 to Q4 18/19)</p>								

	Appendix 3 – Total days off due to disability related absence (April to March 18/19)
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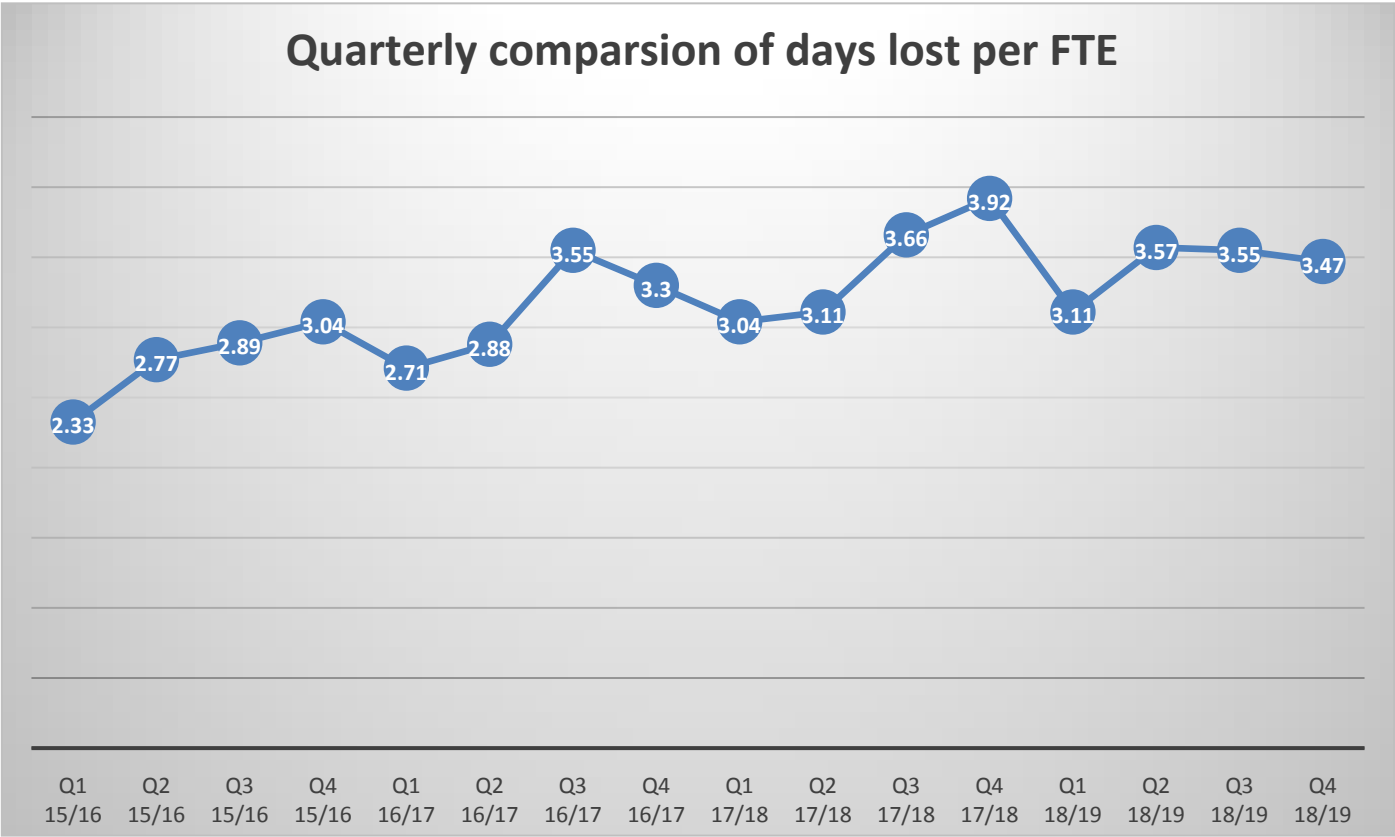
## Appendix 1

**Table 1 - Historical absence rates (2017/18 to present)**

Year	YTD (April to March)	Rolling Year (April to March)	% of staff with no recorded absence (April to March)	% Absence classified as long term (April to March)
18/19	13.71	13.71	38.75%	67.44%
17/18	13.72	13.72	37.04%	64.20%

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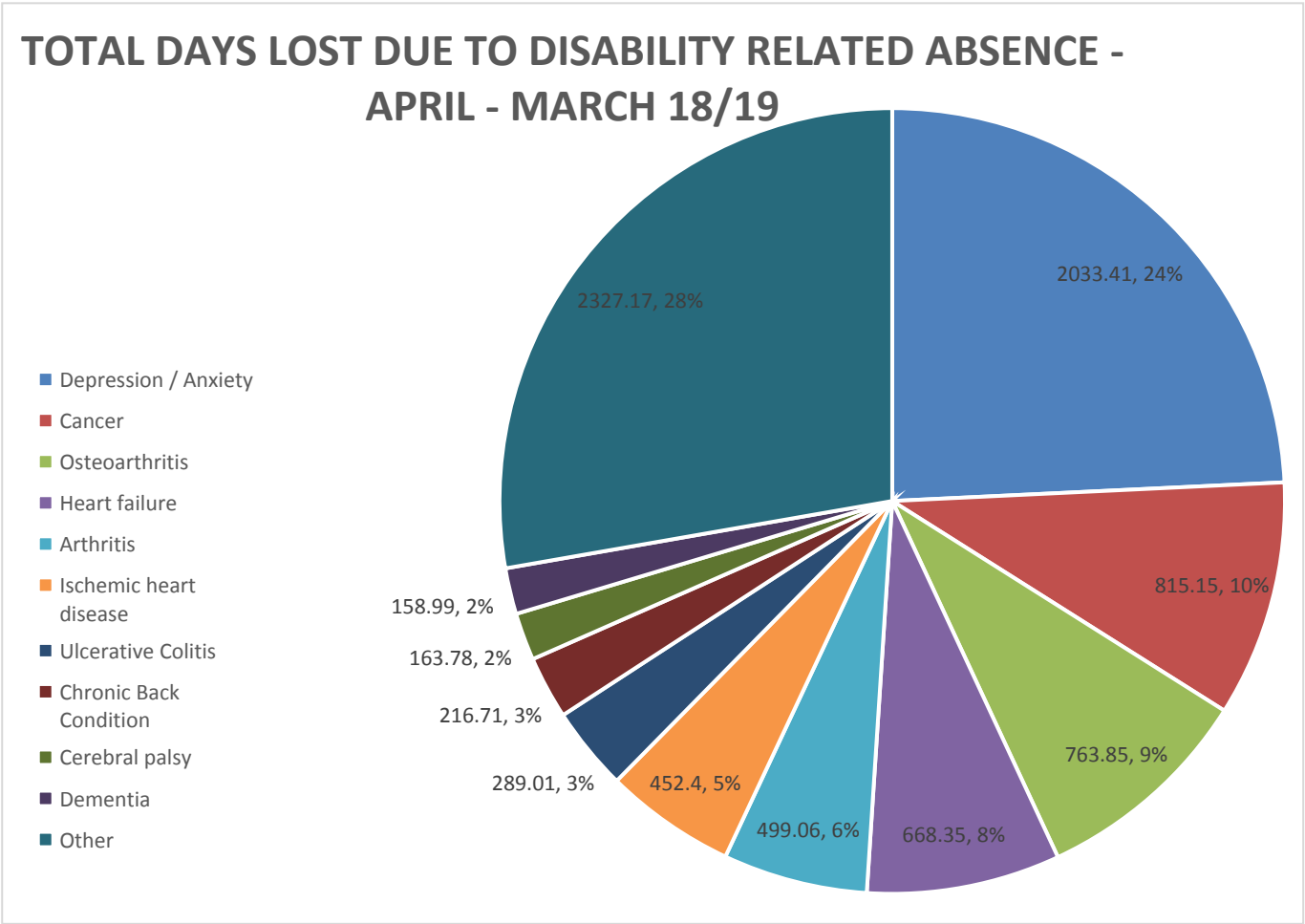
Appendix 2 - Quarterly comparison (Q1 15/16 to Q4 18/19)



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Appendix 3 – Disability related absence (April to March 2019)



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<b>Subject:</b>	Equality and Diversity: Quarter 4 Equality Screening and Rural Needs Outcome Report
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	John Walsh, City Solicitor/Director of Legal and Civic Services
<b>Contact Officer:</b>	Lorraine Dennis, Equality and Diversity Officer Lisa McKee, Democratic Services Officer

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To provide members with a summary of equality screenings and rural needs impact assessments for Quarter 4 January to March 2019
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to <ul style="list-style-type: none"> <li>Note the contents of the report.</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	<u>Key Issues</u> One of the main requirements of the Council's Equality Scheme is to carry out the screening of new and revised policies. This allows any impacts related to equality of opportunity and/or good relations to be identified and addressed.

3.2	In addition, the Council has a statutory duty under the Rural Needs (NI) Act 2016 to consider rural needs in the development of new policies, plans or strategies or in any service design/delivery decisions and is required to ensure that annual reporting returns are submitted to DAERA.
3.3	An equality screening and rural needs impact assessment template is completed by the relevant officer, in collaboration with the Equality and Diversity Unit. On a regular basis, the Unit collates all completed templates into a screening outcome report and publishes onto the Council's website along with the relevant completed templates. The current screening outcome report for January to March 2019 is attached at Appendix 1.  <u>Financial &amp; Resource Implications</u>
3.4	None  <u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.5	The actions outlined contribute to our legal compliance regarding the promotion of equality, good relations and rural needs.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1- Quarter 4 Screening Outcome and Rural Needs Impact Assessment Report



**Belfast**  
**City Council**

**Equality Screening Outcome Report and Rural Needs Impact  
Assessment**

**January to March 2019**

## Introduction

### Legislation – An Overview

#### Section 75 Statutory Equality Duties

Section 75 of the Northern Ireland Act 1998 requires the Council, when carrying out its functions in relation to Northern Ireland, to have due regards to the need to promote equality of opportunity between nine categories of persons, namely:

- between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men and women generally;
- between persons with a disability and persons without; and
- between persons with dependants and persons without.

Without prejudice to its obligations above, the council must also have regards to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

The Council's Revised Equality Scheme was formally approved by the Equality Commission in March 2015. The revised Scheme outlines how we propose to fulfil our statutory duties under Section 75. Within the Scheme, the council gave a commitment to apply the screening methodology below to all new and revised policies and where necessary and appropriate to subject new policies to further equality impact assessment.

- What is the likely impact of equality of opportunity for those affected by this policy/proposal, for each of the Section 75 equality categories?
- Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?
- To what extent is the policy/proposal likely to impact on good relations between people of different religious belief, political opinion or racial group?

- Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

In keeping with the Council's commitments in its Equality Scheme, the Council has applied the above screening criteria to new policies and proposals. Screening identifies policies that are likely to have an impact on equality of opportunity and/or good relations.

Screening identifies the impact of the policy/proposal as major, minor or none.

- If major – an Equality Impact Assessment may be carried out.
- If minor – consider mitigation or alternative policy and screen out.
- If none – screen out and give reasons.
- Ongoing screening – for strategies/policies that are to be put in place through a series of stages – screen at various stages during implementation.

The council also committed within its Revised Equality Scheme to prepare and publish for information regular reports on its screening exercises. This is screening report providing details on all screenings undertaken from the period January to March 2019

### **Rural Needs Impact Assessments**

The Council also has a statutory duty under the Rural Needs (Northern Ireland) Act 2016 to consider rural needs in the development of new policies, plans or strategies or in any service design/delivery decisions. The Council must therefore engage with rural stakeholders in relation to policy development when it is relevant and appropriate. The Equality and Diversity Unit is responsible for reporting to the Strategic, Policy and Resources Committee and for ensuring that annual reporting returns are submitted to DAERA.

To further promote openness and transparency, there is a link to each completed screening and rural needs impact assessment template on the Council's website.

[www.belfastcity.gov.uk](http://www.belfastcity.gov.uk)

The templates details all policies screened over this period and includes decisions reached.

## **Consultation**

The development of new policies and proposals will be supported by effective engagement processes to ensure that staff, service users and all interested parties are fully involved.

Planning for, and delivering safe and cost effective services requires close collaboration at many levels.

If you have any queries about this document, and its availability in alternative formats (including Braille, disk and audio cassette, and in other languages to meet the needs of those who are not fluent in English) then please contact:

Lisa McKee  
Equality and Diversity Unit  
Belfast City Council  
9 Adelaide Street  
Belfast  
BT2 8DJ

Direct Line 02890 270555  
or 028 90 320202 ext 6310  
email: [equality@belfastcity.gov.uk](mailto:equality@belfastcity.gov.uk) or [McKeeL@belfastcity.gov.uk](mailto:McKeeL@belfastcity.gov.uk)

## **Screening Outcome**

The screening outcomes are outlined in the table below. Three possible outcomes are recorded:

If **Major** – an Equality Impact Assessment may be carried out. **EQIA** - subject to further scrutiny under Section 75 of the NI Act 1998 to determine the impact upon



those directly affected, which in turn will require informal and formal consultation with a wide range of stakeholders.

If **Minor** – consider mitigation or alternative policy and screen out.

If **None** – screen out and give reasons.

### Screening Outcome Options

Major= In

Minor= Out with mitigation

None= Out without mitigation

### Rural Needs Impact Assessment Options

Does the policy, plan, strategy or service design/delivery impact on the social and economic needs of people in rural areas?

### Belfast City Council Equality Screening Outcome Report and Rural Needs Impact Assessment

This report includes published screenings and Rural Needs Impact Assessments for the period January to March 2019. Copies can be found at:

<http://www.belfastcity.gov.uk/council/equality/eqia.aspx>

Description of Policy/Proposal	Rural Needs Impact Assessment	ECNI Screening Decision and Contact
Buddy Scheme – it is intended that the Scheme will offer support to staff affected by cancer and other chronic illnesses	The Buddy Scheme is for use by internal staff and will have no impact on residents in rural areas	Screened Out – No EQIA necessary (no impacts)  Contact: Sharon Steele, ext 3253
New staff rotas at Belfast Zoo from April 2019	This change in staff working patterns will have no impact on people living in rural areas	Screened Out - No EQIA necessary (no impacts)  Contact: Jacqueline Wilson, ext 3403
Disability Action Plan 2019-2022	This plan relates to our legislative requirements under the disability duties. They are positive duties and underpin the provision of all	Screened Out – No EQIA necessary (no impacts)  Contact: Stella Gilmartin, ext 6026

	services across the Council's area	
Aquatics Strategy for Belfast 2018/2030	The social and economic needs of people living in rural areas have not been identified in relation to this policy	Screened Out – Mitigating Actions (minor impacts) Contact: Claire Sullivan, ext 3782
Revised Domestic Violence Policy	This policy is for use by internal staff and will have no impact on people in rural areas	Screened Out – Mitigating Actions (minor impacts) Contact: Andrea Anderson, ext 3737
Achieving Through People Framework	This policy is for use by internal staff and will not have any impact on people in rural areas	Screened Out – Mitigating Actions (minor impacts) Contact: Leona Jordan, ext 4775
Belfast Green and Blue Infrastructure Plan	The GIPB can be used to aid planning and investment decision making, including encouraging consideration of potential opportunities to enhance and expand the blue and green infrastructure network through new development. Therefore the impact will apply across the Belfast City Council area regardless of whether proposed development is in an urban or rural area	Screened Out - No EQIA necessary (no impacts) Contact: Keith Sutherland, ext 3578
Developer Contributions Framework – A guide to developer contributions and planning requirements	This framework will be used to aid planning assessments to ensure that new development is appropriately mitigated and managed. Therefore, the impact will apply across the Council's area regardless of whether the proposed development is in an urban or rural area	Screened Out - No EQIA necessary (no impacts) Contact: Mark Mulholland, ext 2440



<b>Subject:</b>	Update on Statue gifted by Stena Line
<b>Date:</b>	21st June 2019
<b>Reporting Officer:</b>	Nigel Grimshaw, Strategic Director, City and Neighbourhoods Services
<b>Contact Officer:</b>	Nicola Lane, Good Relations Manager

## Restricted Reports

Is this report restricted?

Yes ☐ No ☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes ☒ No ☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To update Members on the progression of the siting of the statue at Girdwood gifted to the City of Belfast from Stena Line along with a funded programme regarding nonviolence for young people.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to</p> <ul style="list-style-type: none"> <li>note the update on progress and give approval for Officers to progress a partnership approach and agreement with the Education Authority regarding a nonviolence programme.</li> </ul>

<b>3.0</b>	<b>Main report</b>
	<b><u>Background</u></b>
3.1	Council at their meeting in March 2019 had agreed to accept the gift of a statue representing non-violence from The Olsson family, founders and owners of Stena Line. The owner supports many causes and charities including the Non-Violence Project Foundation. The family is interested in exploring a potential initiative with the City of Belfast.
3.2	The symbol for this is the famous statue by Carl Reutersvärd, which, among other places, is situated in front of the United Nations building in New York. This statue is a well-known symbol of peace and non-violence.
3.3	While it may initially appear that the image of the “knotted gun” does not sit comfortably within the Belfast context, members may wish to note the statue can be customised to meet local needs / issues (pictures included in the appendix), and it can be colourful and vibrant.
3.4	However, given the Belfast context - a city moving out of conflict and which is being regenerated, not just centrally but in local communities with the aim of promoting connection and cohesion, Council considered Girdwood as an appropriate place to site the statue.
3.5	The representatives from Stena Line were impressed with the history and the development of the site. The building of a shared space in a previously contested area, the development of a further phase to continue the work at the site and beyond including linkages to a major arterial route were factors, which they recognised sat with the aims of the project as well as providing natural local connections with any potential programme.
3.6	As Council agreed to the above request, the company have stated that they would be willing to invest significant funds in a programme for children and young people through schools which would look at nonviolence. They have advised that they would wish Council to take the lead on this initiative. Members will be aware that the Council is currently supporting a number of programmes through PEACE IV but these are confined to afterschool activities as stipulated by the funding conditions.
3.7	In the interim, Officers have met with representatives from the Education Authority who are responsible for Shared Education and the suggestion would be that a partnership approach

	is undertaken. This would mean that in addition to the financial contribution from Stena Line, resources could be accessed from the Shared Education Programme through the EA. Council has already agreed that funding from the Council's Good Relations Action Plan is directed towards a schools intervention programme.
3.8	In implementing this approach, it delivers flexibility to work with schools/groups on a single identity basis, reduces the risk of duplication, increases the significance of the programme and means that ongoing support and progression can continue which results in the projects being mainstreamed – a more sustainable approach.
3.9	Such an approach would require Council and the EA to enter into a partnership agreement and Members are asked to give approval for Officers to progress this agreement subject to input from Legal services and approval from the Education Authority.
3.10	It should be noted that progress reports on the programme will be brought to the Shared City Partnership in the first instance and then through the Strategic Policy and Resources Committee.
3.11	Members are also asked to note that the unveiling of the statue will take place in Girdwood on 13 <sup>th</sup> September 2019 from 11am- 12pm. It is envisaged that the Lord Mayor and Mr Olssen will undertake the unveiling. In advance of the event, a creative programme is being organised with young people who use Girdwood to ensure their participation and understanding around shared space and the reason behind the statue.
3.12	Panels will also be developed to tell the story of Girdwood and the background to the statue to give the piece context.
3.13	Members are asked to note that the Lord Mayor will also host a visit for Mr Olssen on the same day to acknowledge his contribution to the City of Belfast.
	<u>Financial and Resource Implications</u>
3.14	Stena Line are covering the costs of the launch and siting of the statue. Other programmes can be funded through existing budgets.
	<u>Equality and Good Relations Implications/Rural Needs assessment</u>
3.15	It is anticipated that the siting of the statue at Girdwood will promote and enhance good relations and equality within the City.

<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None



<b>Subject:</b>	Invite to participate in a visit to Srebrenica
<b>Date:</b>	21st June 2019
<b>Reporting Officer:</b>	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
<b>Contact Officer:</b>	Nicola Lane, Good Relations Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	The purpose of this report is to advise the Committee of correspondence from the Chair of the Remembering Srebrenica UK formally inviting the Good Relations Manager to participate in a 4 day visit to Srebrenica along with other civil service and senior political representatives in September/October 2019. This follows on from visits by delegations from all parts of the UK and Ireland including at very senior level within other devolved regions.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to;</p> <ul style="list-style-type: none"> <li>Consider the invite from the Chair of the Srebrenica Committee UK for the participation of the Good Relations Manager in a visit to Srebrenica in September/October 2019.</li> </ul>

3.0	<b>Main report</b>
	<u>Background</u>
3.1	The Srebrenica massacre, also known as the Srebrenica genocide <sup>1</sup> was the July 1995 massacre of more than 8,000 <u>Bosniaks</u> , mainly men and boys and mostly Muslim, in and around the town of Srebrenica during the Bosnian War.
3.2	In 2005, Kofi Annan, then Secretary-General of the United Nations described the massacre as the worst crime on European soil since the Second World War. Both the International Tribunal to the former state of Yugoslavia and the International Court of Justice have ruled the acts committed in July 1995 constituted genocide.
	<u>Remembering Srebrenica and Council involvement</u>
3.3	Remembering Srebrenica is a charitable initiative. It recognises that we have achieved a lot in terms of building a cohesive society here in the UK, but discrimination, promotion of hatred, extremism, and exclusion persist, and we must play our part, no matter how large or small, to create a better and safer society for all.
3.4	It organises UK memorial events to honour survivors and keep alive the stories of their loved ones who died. They work with individuals and organisations to help strengthen society by learning the lessons of history to help tackle hatred, racism and intolerance wherever it occurs. They do this through commemoration, education and by taking individuals from communities across the UK to Srebrenica to speak to survivors and families whose loved ones were killed. Following the visit, participants are asked to apply the lessons learned from the experience and apply them in their own community and context to combat prejudice.
3.5	Council have previously supported the Remembering Srebrenica event through provision of the City Hall as a venue which takes place in July and previous Lord Mayors have been invited to attend and deliver a speech.
3.6	In commemorating this genocide in Europe in 1995, Remembering Srebrenica aims to: <ul style="list-style-type: none"> <li>• Raise awareness of the genocide and consequences for victims and their families;</li> <li>• Highlight the impact of ethnic and religious intolerance;</li> <li>• Confront the consequences of prejudice; and</li> </ul>



	<ul style="list-style-type: none"> <li>• Encourage our community champions who have participated in similar visits to use their learning in their own communities and regions.</li> </ul> <p><u>Request</u></p>
3.7	<p>Since 2013, Remembering Srebrenica has taken over 1,200 people to Srebrenica to learn about the consequences of hatred. Upon their return, delegates pledge to take action to raise awareness of the genocide and stand up to hatred and intolerance in their communities. In just six years, Remembering Srebrenica has brought people from different backgrounds together through organising 6,200 memorial activities across the UK and Ireland and educating 90,000 young people about Srebrenica and the dangers of hatred if left unchecked.</p>
3.8	<p>On this visit by a Northern Ireland delegation, there will be senior representatives from The Executive Office, the Department of Finance, two senior politicians and two special advisors. The chair of Remembering Srebrenica in Northern Ireland, will also participate.</p>
3.9	<p>During the visit, the conflict in the Balkans 1992-1995 will be explored including the siege of Sarajevo, the Dayton Agreement in 1995 and the delivery of power-sharing after that time; and of course, visit Srebrenica, to explore the build-up to the genocide in July 1995, what happened at Srebrenica and its aftermath; and indeed explore the diversity of Bosnia-Herzegovina prior to and since the conflict in the 1990s.</p> <p><u>Relevance to Council</u></p>
3.10	<p>The outline of the visit has resonance for the work of Council given the challenging issues we are grappling with including confronting prejudice, division, how we embrace diversity and how we remember in a way that is ethical.</p>
3.11	<p>The Good Relations Unit is responsible for devising and implementing the Decade of Centenaries Programme remembering events from 100 years ago and also responsible for creating a narrative along with Party Group Leaders around how the Council could look at forthcoming 50th anniversaries in our own conflict. In addition, the Council has devised a set of shared principles which has helped the Council to navigate its way through difficult and contentious issues during this time. Themes of commemoration and ethical remembering are also contained within the draft Good Relations Strategy as well as within the PEACE IV Programme and Good Relations Action Plan.</p>

3.12	Therefore, it would seem fitting that we look to another recent conflict to study how they deal with the issue of remembrance and memorialisation and bring learning back as well as share our experience.
3.13	As Council has and probably will be the organisation which will take the lead in commemoration at a Belfast level, it would also be useful to liaise with the civil service around how they envisage dealing with this issue and look at potential areas of cooperation.
3.14	In addition, the TEO have asked us to partner with them again to deliver and host International Holocaust Remembrance Day again in January 2020 as next year is the 75 <sup>th</sup> anniversary of the liberation of Auschwitz. It is worth noting that the IHR Day also remembers genocides in Darfur, Rwanda and Srebrenica.
3.15	<b><u>Financial &amp; Resource Implications</u></b> All costs for the trip will be covered by the organisation with no cost to Council. Resource would be Officer time and subsistence.
3.16	<b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b> The learning from the above visit would be incorporated into the Council's approach as to how we remember and would serve to have a positive impact on good relations and equality. There are no implications regarding rural need.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None



<b>Subject:</b>	Language Strategy Action Plan 2018-20
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	John Walsh, City Solicitor/Director of Legal and Civic Services
<b>Contact Officer:</b>	Lorraine Dennis, Equality and Diversity Officer Colm McGuigan Irish Language officer

## Restricted Reports

Is this report restricted?

Yes

☐

No

☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

## Call-in

Is the decision eligible for Call-in?

Yes

☒

No

☐

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To update Committee on progress made in delivery of the Language Strategy Action Plan 2018-20 and to give an overview of planned activities.
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to: <ul style="list-style-type: none"> <li>Note progress made and planned activities for delivery</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	<p><u>Key Issues</u></p> <p>The Council's Language Strategy runs from 2018-23, most recently the Action Plan from October 2018 to run through until March 2020 was approved by this committee on 23 November 2018.</p>

3.2	<p>Delivery of the approved actions is through an Irish Language Officer and Language Officer. Since the last report there has been a wide range of work carried out, including:</p> <ul style="list-style-type: none"> <li>• Participation in the West Belfast Irish Language Network/Líonra Gaeilge Iarthar Bhéal Feirste and in a delegation to the Ulster Folk Museum to discuss the use of Irish in museum exhibits.</li> <li>• Launch of the Sign Video Pilot scheme and Sign Language Videos to the Tropical Ravine and the Visitors' Exhibition at City Hall.</li> </ul>
3.3	Ongoing production of a film under the theme of 'Valuing Language', with a cross section of language communities throughout the city.
3.4	The Language Strategy Action Plan 2018-20 is an ambitious document and is delivered throughout the city. One of the main aims of the Strategy was alignment with the Belfast Agenda and networks are currently under development to bring collaborative gain to our understanding of languages in Belfast and how it links to a range of topics including the economy, racism and culture.
3.5	<p>A summary of events and activities for delivery between now and March 2020, include:</p> <ul style="list-style-type: none"> <li>• Irish language intensive course and family event with Féile an Phobail (August)</li> <li>• Valuing Language event, including film launch (closed screening for Members prior to public launch September /October)</li> <li>• International Day for People with Disabilities (December)</li> <li>• Burns Week (January)</li> <li>• International Mother Tongue Day (February)</li> <li>• Seachtain na Gaeilge/Irish Language Week (March)</li> <li>• Internally audit of related policies and staff capacity building</li> </ul>
3.6	Projects reflecting our indigenous languages and our sense of place are under development, and will include booklets and community activities. Information leaflets on different services available to users of languages other than English will be developed for distribution internally and externally making people aware of what services are available
3.7	There is a fuller update of actions taken against the objectives of the Action Plan extracted and shown in Appendix 1, many of which will be communicated to new and existing audiences.

3.8	<u>Financial &amp; Resource Implications</u> Costs will be met from existing budgets
3.9	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> The Language Strategy Action Plan 2018-20 was screened out with mitigations, and is developed from a need to promote equality of opportunity and good relations within linguistic diversity. There were no rural needs impacts.
4.0	<b>Appendices – Documents Attached</b>
	Appendix 1 – Progress and planned activities against agreed objectives from Language Strategy Action Plan 2018-20.

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Approved Objectives	Progress made	Planned actions
<u>Objective One</u> Carry out an audit of the current 2006 Language Policy identifying areas of impact this on day to day council work.	Audit and training course discussed with Language Strategy Steering Group and HR.	Initial meetings regarding audit to be held in Summer of 2019 with key stakeholders. Layout, format and dates to be finalised.
<u>Objective Two</u> Work in partnership to promote better understanding in language and communication challenges within the departments.	Meeting with Language Strategy Steering Group to get feedback on the Action plan. Some of the activities in the Language Strategy align with the Disability Action Plan, which is currently out for consultation.	Aiming to develop and deliver a training course raising awareness of Language issues amongst Belfast City Council staff and for this to become part of the training programme.
<u>Objective Three</u> Continue to build relationships with language communities to ensure effective implementation of the strategy and that changing needs and priorities continue to be met.	Both Officers have met with a range of relevant stakeholders to discuss the planned work and possible areas for collaboration.	Series of events planned between June 2019 and March 2020. Work streams developed continually to ensure positive messages to users of indigenous, community and Sign languages, and other forms of communications including Makaton and braille
<u>Objective Four</u> Build internal and external partnerships with other delivery agents throughout the City, to enhance the profile of different languages in the life and image of Belfast.	Presentation to: Shared City Partnership; Equality Forum; Foras na Gaeilge Lead Organisations on Action Plan. Taking active role in West Belfast Irish Language Network; Belfast Irish Language Forum; Disability Advisory Panel; Sign Language Charter development Met with Language Officers from Derry and Strabane District Council to discuss best practice.	Hosting meeting with other relevant stakeholders from public sector bodies in June to discuss possible areas of collaboration.
<u>Objective Five</u> Take forward film project showcasing linguistic diversity and target specific audiences.	Initial filming of a 20-30 minute film showcasing linguistic diversity in Belfast is almost complete. Editing process to commence shortly.	Closed screening of film with Elected Members in Sep/Oct. Public launch in October as part of a showcase 'Valuing Language' event. Internal discussions re branding of film and how the film can be marketed underway.

<p><u>Objective Six</u> Use various media and social media to raise awareness of the strategy and the positive profile of different languages across the city.</p>	<p>Meetings held with Marketing and Communications about corporate approach to languages.</p>	<p>Internal discussion with marketing and communications about branding of film and how the film can be marketed, with a sustainable message of 'Valuing Language'. Scope of audit to include a review of the corporate use of languages other than English by the council. Awareness of council's Language Strategy and events to be raised through City Matters and social media. Irish language officer to develop a booklet of simple phrases in Irish. Develop a stream of work focusing on local place names. Develop a booklet about Ulster Scots language and culture.</p>
<p><u>Objective Seven</u> Make available a range of programmes, courses and events to increase the visibility and positive image of different language forms and bi-lingualism</p>	<p>Sign Language Charter event held. Irish language week event held.</p>	<p>Range of events planned between June 2019 and March 2020.</p>
<p><u>Objective Eight</u> Assess existing policies and work areas seeing where council employees are most likely to encounter a demand for a language other than English.</p>	<p>Concept of audit and training course discussed with Language Strategy Steering Group and HR.</p>	<p>Initial meetings regarding audit to be held in Summer of 2019. Layout, format and dates to be finalised before launch date agreed.</p>
<p><u>Objective Nine</u> Develop translation/interpretation protocols which determines what documents and online material will automatically be translated to other languages and what documents and online material will be translated on request.</p>	<p>Translations currently provided within existing policy.</p>	<p>This work will be informed by the audit and the development of an Internal Communications Guide.</p>
<p><u>Objective Ten</u> Identify the training and development needs of the staff within the council.</p>	<p>Concept of audit and training course discussed with Language Strategy Steering Group and HR.</p>	<p>Aiming to develop and deliver a training course raising awareness of Language issues amongst Belfast City Council staff and for this to become part of the training programme.</p>





<b>Subject:</b>	Invitation to join International Shared Societies Project
<b>Date:</b>	21 <sup>st</sup> June 2019
<b>Reporting Officer:</b>	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services,
<b>Contact Officer:</b>	Nicola Lane, Good Relations Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To advise members of a further request to participate in the international Shared Societies Project involving 5 other countries in Kosovo from 10-16 <sup>th</sup> September 2019.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to consider and agree the following:</p> <ul style="list-style-type: none"> <li>That Belfast City Council agrees to participate in the project in September 2019 to contribute to the discussion and explore how the project is developing.</li> </ul>

	<ul style="list-style-type: none"> <li>• That a report on the project after the event would be brought back to the Council through the Shared City Partnership for further consideration</li> <li>• Given the nature of the project, The Chair and Vice Chair of the Shared City Partnership or their nominees would be the most appropriate participants to attend.</li> <li>• Given the challenging time commitment from 10-16<sup>th</sup> September 2019, if required Officers will investigate the options for timing, which will yield the most benefit to Council.</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	The Council has received a request for up to 2 participants to be part of an international shared societies project.
3.2	This new five year project began last autumn, and an invitation was extended to Belfast City Council (BCC) to join as a partner organisation in August 2018. The decision was not to join at that time, but the organisers are hoping that fresh consideration can now be given to the idea.
3.3	The organisers would like to have Northern Ireland involved in the project: academics and people who have the practical task of implementing policies in a divided society. The academics who were first contacted were asked to suggest a practitioner organisation. They suggested the Council as an organisation with much to share from its experience in trying to create a shared city ethos, and the Council would still be the first choice.
3.4	The project which is a 5 year programme aims to bring together six countries to work collectively to create a deeper understanding of the idea of a shared society. It will bring together theorists from universities and practitioners who have to contend with real life cultural conflict on a day to day basis.
3.5	The opening residential seminar took place at the Arab-Jewish peace centre, Givat Haviva, in Israel in October 2018. The next residential event is planned to take place in Kosovo between September 10 <sup>th</sup> and 16 <sup>th</sup> this year
3.6	It has been designed as a shared learning experience and has secured funding for the first year from the German Peace Academy. Funding is being sought for the following years from EU Horizon 2020 project and other funding bodies. The countries involved are Belgium, Germany, Bosnia-Herzegovina, Israel/Palestine and Kosovo.

	<p><b>Participants from Northern Ireland</b></p>
3.7	<p>The academics who were contacted about the project thought that BCC as a practitioner organisation would have much to share from our experience of creating a shared city ethos. The academics who will be attending are</p> <p><b>Gráinne Kelly</b>, a Ulster University lecturer in Peace and Conflict Studies at INCORE, (International Conflict Research Institute).</p> <p><b>Paul Nolan</b>, an independent researcher who produced the first three Northern Ireland Peace Monitoring Reports for the Community Relations Council.</p> <p><b>Professor Mari Fitzduff</b> is from Brandeis University, Boston. Mari is an international conflict resolution specialist who was previously the first director of the NI Community Relations Council, and the first director of INCORE.</p>
3.5	<p><b>Content</b></p> <p>This is not a conference per se but rather participants will be expected to deliver presentations, talk knowledgeably about the Council's work in relation to a shared city, methodologies, current thinking and participate in discussions. Each country will describe its experiences, exploring both the achievements and the frustrations, and engage in discussions with the other partners. An annual report will be compiled distilling the learning from the sessions.</p>
3.6	<p><b>Context</b></p> <p>The experience of the other 5 countries involved will assist with our own discussions around shared societies and contribute to the implementation of our good relations strategy. Members will note that the concept of shared space and services features heavily in the Good Relations Strategy through 2 of our outcomes and this is an issue which remains highly challenging to the City. The impact on relationships, labour markets, the inefficient use of services and facilities, significant urban blight, poverty and educational disadvantage are all characteristics of divided areas.</p>
3.7	<p>We need to reconnect our city to ensure it continues to be recognised as a globally competitive, cohesive, welcoming, outward looking and forward-looking city with opportunities for all.</p>
3.8	<p><b>Belgium</b> is a prosperous member of the European Union, but a country with three very distinct internal cultures: the Dutch-speaking region of in the north, the mostly French-</p>

speaking Wallonia region in the south, and the German-speaking cantons in the east. In 2010/11 Belgium did without a government for 589 days.

**Germany**, the heart of European social democracy, which is now struggling with issues arising from immigration. This is not just a recent phenomenon. In the 1960s and 1970s, the German governments invited "guest workers" ([Gastarbeiter](#)) to migrate to Germany for work in the German industries. The largest immigrant group came from Turkey, and some generations on there are unresolved issues about the extent to which the host country and the immigrant communities experience a shared sense of citizenship.

**Bosnia-Herzegovina** The Bosnian war concluded in 1995 with the signing of the Dayton Accord, but since then the country has experienced an unhappy form of 'peace without reconciliation'. A complex constitutional architecture has led to the segregation of Bosniak, Serb and Croatian communities, but the Nansen Dialogue Project has created links extending across **Croatia, Bosnia Herzegovina, Serbia, Montenegro, Kosovo and Macedonia**.

**Israeli/Palestinians**. The Middle Eastern partnership in this project is not between Israelis and the Palestinians in the West Bank or Gaza, but rather with the Palestinians who live within the state of Israel. The Givat Haviva Centre, which would be the official partner organisation, was created in order to build solidarity between Israeli peace activists and the Palestinian community in Israel. It is a recipient of the UNESCO Prize for Peace Education for its longstanding work in promoting Jewish-Arab dialogue and reconciliation.

In **Kosovo**, the issue of ethnicity and national identity and has been bubbling on the back burner ever since the new republic was created in 2008. There are those who want to re-draw the national boundaries to align them more closely with Serbian and Albanian ethnic identities. Against this backdrop, there are those who want to build a shared society within the existing boundaries.

3.9

#### **Decisions Required:**

If Members are minded to agree to the Council's participation in the project, a decision could be taken to participate in the event in September to explore how the project is developing.

A report on the project after the event would be brought back to the Council through the Shared City Partnership for consideration.

	<p>Given the nature of the project, The Chair and Vice Chair of the Shared City Partnership or their nominees would be the most suitable members to attend.</p> <p>In addition, it should be noted that 7 days is an exceptional time commitment and there is a possibility that nominated Members may wish to look at participating for a shorter period. The most appropriate option will be investigated.</p>
3.10	<p><u>Financial and Resource Implications</u></p> <p>The cost to Council would involve the participants' daily expenses which can be met from existing budgets. The costs of travel and accommodation for the first seminar will be covered by the Peace Academy grant as outlined in the report.</p>
3.11	<p><u>Equality and Good Relations Implications/Rural needs Assessment.</u></p> <p>The rationale for participating in the project is to look at how to create and sustain shared societies which will have a positive impact on equality and good relations.</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	<p>Appendix 1 - Invitation to join International Shared Societies project – 10-16<sup>th</sup> September 2019.</p>

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# INVITATION TO BCC TO JOIN INTERNATIONAL SHARED SOCIETIES PROJECT

## INTRODUCTION

A new five year project began last autumn, and an invitation was extended to Belfast City Council (BCC) to join as a partner organisation. The decision was not to join at that time, but we are hoping that fresh consideration can now be given to the idea. The purpose of the project is to bring together six countries to work collectively to create a deeper understanding of the idea of a shared society. In all six countries the entanglements of history, politics, ethnicity and culture make it difficult to achieve a true equality between social groups, but in all six there are people working towards that end. This project brings together theorists from universities with practitioners who have to contend with real life cultural conflict on a day-to-day basis. The organisers would like to have Northern Ireland involved in the project: academics and also people who have the practical task of implementing policies in a divided society. The academics who were first contacted were asked to suggest a practitioner organisation. They suggested BCC as an organisation with much to share from its experience in trying to create a shared city ethos, and BCC would still be the first choice.

## WHO ELSE IS INVOLVED?

Apart from Northern Ireland the other partners come from:

**Belgium**, a prosperous member of the European Union, but a country with three very distinct internal cultures: the Dutch-speaking region of Flanders in the north, the mostly French-speaking Wallonia region in the south, and the German-speaking cantons in the east. In 2010/11 Belgium did without a government for 589 days.

**Germany**, the heart of European social democracy, which is now struggling with issues arising from immigration. This is not just a recent phenomenon. In the 1960s and 1970s, the German governments invited "guest workers" ([Gastarbeiter](#)) to migrate to Germany for work in the German industries. The largest immigrant group came from Turkey, and some generations on there are unresolved issues about the extent to which the host country and the immigrant communities experience a shared sense of citizenship.

**Bosnia-Herzegovina** The Bosnian war concluded in 1995 with the signing of the Dayton Accord, but since then the country has experienced an unhappy form of 'peace without reconciliation'. A complex constitutional architecture has led to the segregation of Bosniak, Serb and Croatian communities, but the Nansen Dialogue Project has created links extending across Croatia, Bosnia Herzegovina, Serbia, Montenegro, Kosovo and Macedonia.

**Israeli/Palestinians** The Middle Eastern partnership in this project is not between Israelis and the Palestinians in the West Bank or Gaza, but rather with the Palestinians who live within the state of Israel. The Givat Haviva Centre, which is the official partner organisation, was created in order to build solidarity between Israeli peace activists and the Palestinian community within Israel's borders. It is a recipient of the UNESCO Prize for Peace Education for its longstanding work in promoting Jewish-Arab dialogue and reconciliation.

**Kosovo** In Kosovo the stew of ethnicity and national identity and has been bubbling on the back burner ever since the new republic was created in 2008. There are those who want to re-draw the national boundaries to align them more closely with Serbian and Albanian ethnic identities. Against that there are those who want to build a shared society within the existing boundaries.

## **WHO IS INVOLVED FROM NORTHERN IRELAND?**

The three academics from Northern Ireland are:

**Gráinne Kelly**, a Ulster University lecturer in Peace and Conflict Studies at INCORE, (International Conflict Research Institute). Grainne specialises in good relations and reconciliation work, and along with her colleague Brandon Hamber produced a model for reconciliation work that was adopted and operationalised by the European Union in a major funding stream worth 1.5 billion euros, fundamentally transforming the way the Programme was managed from 2005-2013.

**Paul Nolan**, an independent researcher who produced the first three Northern Ireland Peace Monitoring Reports for the Community Relations Council. Subsequently Paul returned to QUB as a Research Fellow and was lead researcher on a study of the flags protest. Along with his colleague Dominic Bryan he went on to produce a policy document on the display of flags. Paul continues to research politics, culture and public policy in Northern Ireland.

**Professor Mari Fitzduff** from Brandeis University, Boston. Mari is an international conflict resolution specialist who was previously the first director of the NI Community Relations Council, and the first director of INCORE. She is also the editor of *Public Policies in Shared Societies*. Using examples drawn from over 50 countries this book explores how governance, economic, security, health, business, environmental, and educational institutions are adapting their policies and practices to create more cohesive and peaceful societies.

## **HOW DOES THIS PROJECT WORK?**

The project has been designed as a shared learning experience. It is intended that it will run for a five year period, subject to sufficient funding being raised. The opening residential seminar took place at the Arab-Jewish peace centre, Givat Haviva, in Israel in October 2018. The next residential event is planned to take place in Kosovo between September 10<sup>th</sup> and



16th this year. The format allows each country to describe its experiences, exploring both the achievements and the frustrations, and to engage in discussions with the other partners. An annual report will be prepared each year distilling the learning from the sessions. It is our hope that, along with the NI academics, two representatives from BCC will attend the 2019 event in Kosovo.

## **FINANCES**

At present there are not funds for the whole five year period, but the costs for the first year have been put up by the German Peace Academy, situated at the University of Koblenz-Landau. Funding for future years is being sought from the EU Horizon 2020 project and other funding bodies.

## **RISKS AND BENEFITS FOR BELFAST CITY COUNCIL**

The benefits for BCC are:

- The opportunity to engage in an international exploration of shared society issues, to present its work and to learn from others. At the very least it will provide new lenses through which it can view its own practice.
- A partnership with NI academics who are interested in recording the journey of the Council in shared society work.

There are no obvious risks, other than the criticisms that attend any attempt at international work. None of the costs will be borne by Belfast rate-payers.

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**Belfast**  
City Council

<b>Subject:</b>	Requests for use of the City Hall and the provision of Hospitality
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	John Walsh, City Solicitor / Director of Legal & Civic Services
<b>Contact Officer:</b>	Aisling Milliken, Functions and Exhibition Manager

### Restricted Reports

Is this report restricted?

Yes ☐ No ☒

If Yes, when will the report become unrestricted?

After Committee Decision

After Council Decision

Some time in the future

Never

☐  
☐  
☐  
☐

### Call-in

Is the decision eligible for Call-in?

Yes ☒ No ☐

<b>1.0</b>	<b>Purpose of Report</b>
1.1	This paper, together with the attached appendix, contains the recommended approach in respect of each of the requests by external organisations for access to the City Hall function rooms received up to 10 June 2019 which appear to the Civic HQ Unit to comply with the criteria previously established by the Committee and are recommended for approval.
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to: <ul style="list-style-type: none"> <li>Approve the recommendations made in respect of applications received up to 10 June 2019 as set out in the attached appendix.</li> </ul>
<b>3.0</b>	<b>Main report</b>
	<u>Background Information</u>
3.1	Members will be aware that the Committee, at its meeting of 6th January 2017, agreed to

	modify the criteria governing access to the City Hall function rooms for external organisations.
3.2	<p>The Committee also agreed to the implementation of room-hire charges for some categories of function, and also revised the approach to the provision of civic hospitality for functions on foot of the agreed efficiency programme. Some further modifications to this approach were agreed at the Committee's meetings of 24th March 2017 &amp; 23<sup>rd</sup> June 2017.</p> <p><u>Key Issues</u></p>
3.3	The existing revised criteria and scale of charges have been applied to the various requests received and the recommendations herein are offered to the Committee on this basis for approval.
3.4	The schedule attached at Appendix 1 covers a number of applications for functions, which are scheduled for 2019, 2020 and 2021 are included in order to permit the organisers to commence their event planning and communications activity as early as possible.
3.5	It should be noted that 6 of the applications received have been dealt with by means of the authority delegated by the Committee to the City Solicitor because of the very short timescale involved, and are included in the schedule for information only.
3.6	There are <b>no</b> functions being recommended for use of the once-in-three-years rule in respect of the applications referred to in this report and appendix.
	<u>Financial &amp; Resource Implications</u>
3.7	The implementation of charging for external functions has commenced, in line with the Committee's decisions in the matter.
	<u>Equality or Good Relations Implications</u>
3.8	There are no direct good relations or equality implications arising from this report.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 - Schedule of Function requests received up to 10 June 2019.

## JUNE 2019 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
<b>2019 EVENTS</b>						
Embassy of Sweden	6 June 2019	<b>National Day Reception –</b> A reception to mark the visit of the Swedish Embassy to Belfast to support and develop connections between Sweden and Northern Ireland. Organised in conjunction with the European Unit.  Numbers attending – 50 - 100	B	No  <i>£300 waived due to links to Council</i>	Yes, Wine Reception	<i>Approved by Delegated Authority</i>  Approve No charge Wine Reception
Extern	12 June 2019	<b>Launch of Personal Change Programme (PCP) –</b> A launch event for the Personal Change Programme, a Shared Cities Partnership project which we are running in partnership with Belfast City Council.  Numbers attending – 80	B&D	No (Charity)	No hospitality	<i>Approved by Delegated Authority</i>  Approve No charge No hospitality
St Rose's Dominican College	22 June 2019	<b>St Rose's Dominican College Gala Dinner –</b> A dinner to celebrate the lifetime of the school over the last 58 years before it merges with two neighbouring schools to become All Saints College.  Numbers attending – 150 est	C	No	Yes, Wine Reception	<i>Approved by Delegated Authority</i>  Approve No charge Wine Reception
British Council	25 July 2019	<b>IAESTE Annual Summer Reception –</b> a dinner to welcome international trainees involved in the IAESTE programme for paid industry placements across the STEM industry in NI.  Numbers attending – 80 - 100	B&C	No – Charity	No hospitality	<i>Approved by Delegated Authority</i>  Approve No charge No hospitality

## JUNE 2019 CITY HALL FUNCTION APPLICATIONS

Education Authority, Intercultural Education Service and The Executive Office, Urban Villages	16 September 2019	<b>Schools of Sanctuary Celebration Awards</b> – An awards ceremony for primary and post primary schools participating in the Schools of Sanctuary programme.  Numbers attending – 200 est	C	Yes - £115	No hospitality	<i>Approved by Delegated Authority</i>  Approve No charge No Reception
Belfast Health and Social Care Trust	11 or 25 November 2019	<b>Belfast Trust Chairman's Awards 2019</b> – Awards ceremony to recognise the contributions and achievements of the staff in the Belfast Trust.  Numbers attending - 300	C	Yes - £825	No hospitality	<i>Approved by Delegated Authority</i>  Approve Charge £825 No hospitality
Peace Players Northern Ireland	31 August 2019	<b>PeacePlayers Champions 4 Peace Graduation Ceremony</b> - to celebration the work of participants who have completed the Champions 4 Peace programme.  Numbers attending – 100-135	C & D	No (Charity)	Yes, Soft Drinks Reception	Approve No charge Soft Drinks Reception
Organisation of Malayali's in NI (OMNI)	1 September 2019	<b>Ponnonam 2019</b> – Cultural programme to celebrate Onam in the Indian community.  Numbers attending - 500	C & D	No (Community)	No as annual event with cultural programme format	Approve No Charge No hospitality
Community Relations Council	17 September 2019	<b>Together Building a United Community Engagement Forum</b> - celebration event as part of Good Relations Week to acknowledge the results of community projects involved in the forum.  Numbers attending – 150-200	B & C	Yes - £115	No hospitality	Approve Charge £115 No hospitality

## JUNE 2019 CITY HALL FUNCTION APPLICATIONS

Belfast Healthy Cities	7 October 2019	<b>Launch of Care Zone –</b> Launch of the CareZone project which aims to highlight key health inequalities in North Belfast and create an action plan to tackle these.  Numbers attending – 50	B & D	No (Charity)	No hospitality	Approve No Charge No hospitality
Esc Films	25 October 2019	<b>20<sup>th</sup> Anniversary Thank You Lunch –</b> Informal lunch to celebrate achievements of esc films over 20 years working with vulnerable people in Belfast.  Numbers attending – 60	C	No (Charity)	Yes, Wine Reception	Approve No charge Wine Reception
Queen's University Belfast	28 October 2019	<b>European Conference in Molecular Pharmacology Welcome Reception –</b> Welcome reception as part of 3 day conference taking place at Queen's University Belfast.  Numbers attending – 150	A & B	No  <i>£300 waived due to links with Visit Belfast</i>	Yes, Wine Reception  <i>(linked to Visit Belfast)</i>	Approve No Charge Wine Reception
Family Care Adoption Services	1 November 2019	<b>Family Care Adoption Services 50<sup>th</sup> Anniversary Reception –</b> Reception to celebrate 50 <sup>th</sup> anniversary of Family Care to acknowledge the achievements of adoptive families and their young people.  Numbers attending – 50-80	C & D	No (Charity)	Yes, Wine Reception	Approve No Charge Wine Reception
United States Consulate General Belfast	3 November 2019	<b>Welcome Reception for the US Department of State Management Officer's Workshop –</b> Welcome reception as part of 6 day conference taking place in Belfast.  Numbers attending – 150	A & B	No  <i>£300 waived due to links with Visit Belfast</i>	Yes, Wine Reception  <i>(linked to Visit Belfast)</i>	Approve No Charge Wine Reception
Association for Simulated	5 November	<b>ASPiH 10<sup>th</sup> Anniversary Conference Dinner –</b>	A & B	No	Yes, Wine Reception	Approve No Charge

## JUNE 2019 CITY HALL FUNCTION APPLICATIONS

Practice in Healthcare (ASPiH)	2019	Conference dinner as part of 4 day conference taking place in Belfast.  Numbers attending – 250 - 300		<i>£825 waived due to links with Visit Belfast</i>	<i>(linked to Visit Belfast)</i>	Wine Reception
Onus (NI) Ltd	19 November 2019	<b>Onus 10<sup>th</sup> Annual Awards Ceremony of the Workplace Charter on Domestic Violence –</b> Awards Ceremony to recognize the achievement of participating Workplace Charter organisations.  Numbers attending – 120	B, C & D	No (Community)	Yes, Tea, Coffee & Biscuits	Approve No charge Tea and Coffee Reception
Belfast Health and Social Care Trust	7 December 2019	<b>10 Year Celebration of the Regional Primary Percutaneous Coronary Intervention Service –</b> Dinner to celebrate 10 years of the service being provided in Cardiology units across Northern Ireland.  Numbers attending – 200-300	C	Yes - £825	No hospitality	Approve Charge £825 No hospitality
<b>2020 EVENTS</b>						
HelmsBriscoe	9 March 2020	<b>EMEA Regional Meeting Welcome Reception –</b> Welcome reception and networking event as part of a 3 day conference taking place in Belfast.  Numbers attending –250	A & B	No  <i>£300 waived due to links with Visit Belfast</i>	Yes, Wine Reception  <i>(linked to Visit Belfast)</i>	Approve No charge Wine Reception
CO3, Chief Officers 3 <sup>rd</sup> Sector	12 March 2020	<b>The Leadership and Good Governance Awards –</b> Awards ceremony to celebrate the achievements of leaders in the charity sector in Northern Ireland.  Numbers attending – 80	C & D	No (Charity)	Yes, Tea, Coffee & Biscuits	Approve No charge Tea and Coffee Reception



## JUNE 2019 CITY HALL FUNCTION APPLICATIONS

44 <sup>th</sup> Scout Group Belfast	11 September 2020	<b>100<sup>th</sup> Anniversary Dinner –</b> Dinner to celebrate the past 100 years of the 44 <sup>th</sup> Scout Group in Belfast.  Numbers attending – 70 - 90	C & D	No (Charity)	Yes, Wine Reception	Approve No Charge Wine Reception
Belfast Health and Social Care Trust	26 November 2020	<b>Belfast Trust Chairman's Awards 2020 –</b> Annual awards ceremony to recognize the achievements of Belfast Trust staff.  Numbers attending – 300	C	Yes - £825	No hospitality	Approve Charge £825 No hospitality
<b>2021 EVENTS</b>						
European Council on Eating Disorders	23 September 2021	<b>European Council on Eating Disorders General Meeting Welcome Reception–</b> Welcome reception for international delegates as part of a 3 day conference taking place in Belfast.  Numbers attending – 250-300	A & B	No  <i>(£300 waived as linked to Visit Belfast)</i>	Yes, Wine Reception  <i>(linked to Visit Belfast)</i>	Approve No charge Wine Reception

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## **Minutes of Budget and Transformation Panel Meeting 13 June 2019**

### **Attendance**

#### Members:

Alderman Brian Kingston (Chair)  
Councillor Ciaran Beattie  
Alderman Sonia Copeland  
Councillor George Dorrian  
Councillor Fiona Ferguson  
Councillor Billy Hutchinson  
Councillor Michael Long  
Councillor Donal Lyons  
Councillor Áine Groogan (For Cllr Mal O'Hara)

**Apologies:** Councillor O'Hara

#### **Officers:**

Suzanne Wylie, Chief Executive  
Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources  
John Walsh, City Solicitor  
John Tully, Director of City and Organisational Development  
Nigel Grimshaw, Director of City and Neighbourhood Services  
Emer Husbands, Strategic Performance Manager (secretariat)

### **1. Governance**

#### **Budget and Transformation Panel / Party Group Leaders Forum**

The City Solicitor outlined updated terms of reference for both the Budget and Transformation Panel and the Party Group Leaders Forum, highlighting the differences between the two and also the fact that neither had any decision making powers. He also proposed that the Budget Panel is renamed and options for this would be included in the June SP&R report.

#### **Working Groups**

At the June SP&R committee parties will be asked for nominations on a number of working groups and outside bodies and the Chief Executive asked party group leaders to consider who their nominees would be. A specific report on the Climate change group and the Customer Focus group would also be presented to committee requesting nominees from each party. The City Solicitor agreed to circulate the list of working groups and outside bodies to Party Group Leaders.

### Bonfire Governance Arrangement

The Director of City and Neighbourhood Services outlined the governance arrangements for dealing with Bonfires which included the Inter agency group and the Bonfire Panel which would be presented to SP&R at its meeting in June. A discussion also took place on problem bonfires.

## **2. Finance**

The Director of Finance and Resources circulated a report outlining the 2018-19 year-end financial position which will be presented to members at the June SP&R committee. The report also contained a number of requests for funding from outside bodies which had been referred to the Committee, and the Director outlined why these requests could not be met at this time through year end underspends or reserves. Members of the Panel expressed concern that the Tribunal Service continued to be under funded and requested an urgent meeting with DfC to discuss this, as it provides a vital service to the community and that this be prioritised by the Council where possible.

## **3. Corporate Plan**

A summary of this years corporate Plan will be presented to SP&R with a request to have a workshop with members in August to discuss the priorities set out in the plan. The Chief Executive proposed that this would be followed up with a joint meeting between Party Group Leaders and the Senior Management Team to discuss longer term priorities over the term of the new council.

## **4. Memorandum of Understanding – BCC and BHC**

A draft Memorandum of Understanding between the Council and Belfast harbour Commission was circulated and members were advised that this would form the basis of a Strategic Partnership Agreement between the two organisations. The Members welcomed the developing working relationship with the Harbour which would contribute to the growth and regeneration of the City.

## **5. Rainbow Flag / Pride**

The City Solicitor outlined a previous notice of motion and the outcome of a subsequent equality screening relating to a request to fly the rainbow flag over city hall on 3<sup>rd</sup> August 2019 to mark Pride. This will be presented for a decision to the SP&R Committee at its meeting in June.

## **6. Planning Update**

The Chief Executive updated the panel on the live planning applications and informed the panel of the applications that were being presented to the Planning Committee this month and next.

## **7. AOB**

### **(i) Wreath Laying – Remembrance Sunday**

The City Solicitor outlined a request which had been received to lay a wreath at the UDR window in the City Hall on Remembrance Sunday. This would take place before the main event at the Cenotaph.

### **(ii) Language Strategy**

An update on the language Strategy Action Plan was circulated for information.

### **(iii) Use of City Hall**

In his absence, the Chief Executive raised a request from Councillor Hutchinson for the use of the City Hall Reception room by the Unionist Centenary Group to mark the 98<sup>th</sup> anniversary of the first sitting of the NI Parliament. Members did not have concerns but requested some more information.

### **(iv) Request Councillor Kyle to address SP&R Committee**

The Chief Executive outlined a request from Councillor Kyle to address the SP&R Committee in relation to issues raised by users of Avoniel Leisure Centre relating to the closure of this centre and Templemore at the same time. Members of the panel were aware of some of these issues and agreed that the discussion at committee would be a useful way to clarify some of the concerns.

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<b>Subject:</b>	Use of City Hall – Destination Tourism
<b>Date:</b>	21 June 2019
<b>Reporting Officer:</b>	John Walsh, City Solicitor / Director of Legal & Civic Services
<b>Contact Officer:</b>	Aisling Milliken, Functions and Exhibition Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To amend terms and conditions regarding use of City Hall to permit the hosting of events to promote destination tourism.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li>Grant delegated authority to the Director of Legal and Civic Services to approve the hosting of events as described. To also delegate to the Director the negotiation and charging of fees for such events.</li> </ul>
<b>3.0</b>	<b>Main report</b>
3.1	Northern Ireland Tourist Board has been working in conjunction with a number of companies to promote Belfast as a showcase destination for tourists with a particular focus on tour operators and business incentive market (in which companies offer travel products as bonuses/incentives). This entails bringing a range of venues and attractions together and marketing them in a unique package. As an example last year City Hall was used to

	<p>host the Hosts Global Conference which has generated £4 million for the local economy to date. This type of market is very competitive and lucrative and the unique USP of a city is key to successful marketing and securing business. City Hall is regarded as a signature feature of the City and a major incentive in attracting business. Giving access to City Hall for events is a major selling point that many other cities cannot offer. NITB regard this type of business as of equal importance to conferencing in terms of bed nights and visitor spend in the City. It is further of the view that there is a serious risk that this business will be lost if City Hall cannot be made part of the offer. Under the current arrangements City Hall is permitted to be used for hosting events related to conferences but not the destination tourism type events described.</p>
3.2	<p><u>Financial &amp; Resource Implications</u></p> <p>The proposal will be income generating.</p>
3.3	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None.</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None





<b>Subject:</b>	NILGOSC : Divestment
<b>Date:</b>	21st June, 2019
<b>Reporting Officer:</b>	Stephen McCrory, Democratic Services Manager
<b>Contact Officer:</b>	Jim Hanna, Senior Democratic Services Officer

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To advise the Committee of the previous position taken by NILGOSC in relation to a Council motion on Divestment.
<b>2.0</b>	<b>Recommendations</b>
2.1	For information only.
<b>3.0</b>	<b>Main report</b>
3.1	<p><u>Key Issues</u></p> <p>Members will be aware that, in accordance with notice on the agenda, Councillor long will be raising the following:</p> <p><i>"This Council calls on the Northern Ireland Local Government Officers Superannuation Committee (NILGOSC) to divest the Local Government pension scheme from any fossil fuel companies within 5 years."</i></p>

3.2	<p>Standing Order 45 indicates that, in considering an issue raised in advance by a Member, if it would be helpful to the Committee in considering the matter, a short covering report may be prepared which highlights that a named Member has asked that the issue is raised and give some important factual information.</p>
3.3	<p>By way of background, the Council, at its meeting on 1st December, 2015, considered the following motion:</p> <p><i>“This Council notes the warning from the Bank of England’s Prudential Regulation Authority of a serious financial risk associated with investments in fossil fuels; recognises that, in order to prevent dangerous global warming over two degrees centigrade, three-quarters of fossil fuel reserves must remain in the ground; believes that by investing in fossil fuels NILGOSC is therefore acting contrary to promoting the success of the company for the benefit of its members and employers and calls on NILGOSC to divest from fossil fuels.”</i></p>
3.4	<p>The matter was referred to the Strategic Policy and Resources Committee which deferred the matter to enable correspondence to be received from NILGOSC.</p>
3.5	<p>The undernoted email was subsequently received from the Chief Executive of NILGOSC outlining its position at that time:</p> <p><i>On Friday (18th December 2015) the Green Party is proposing a motion at a committee meeting of Belfast City Council that NILGOSC should divest from fossil fuels.</i></p> <p><i>Following the UN Climate Change summit in Paris and with the recent student sit-in at Queen’s University the issue of Fossil Fuel investments is a matter of interest. This briefing note is designed to give you an overview of NILGOSC’s position should such a matter be raised by your own Council in the near future.</i></p> <p><i>The NILGOSC pension fund is the largest in Northern Ireland. Currently valued at £5.7bn investments are made in a range of asset classes across the world. NILGOSC has a duty to obtain the best return for the beneficiaries of the</i></p>

*pension scheme but it also goes further. It is a responsible investor, it works with other large schemes on Environmental, Social and Governance (ESG) issues and is signatory of the United Nations Principles of Responsible Investment.*

*NILGOSC has a specific Climate Risk policy which sets out a range of measures it is taking to mitigate climate risk however wholesale disinvestment from companies which extract fossil fuels is not part of its strategy as this would mean that NILGOSC would lose its power to engage with the relevant companies.*

*NILGOSC shares concerns over climate change and carbon issues and works at both a fund and an industry level to further climate action. NILGOSC delegates the selection of investments to its fund managers and does not impose restriction on ESG grounds alone. NILGOSC has instructed its active fund managers to take account of climate risk in their decision making process provided the primary financial obligation is not compromised. When appointing a fund manager NILGOSC ensures that they have the necessary expertise in assessing climate risk.*

*NILGOSC is a signatory to the Carbon Disclosure Project, CDP's Carbon Action Initiative and the 2014 Global Investor Statement on Climate Change. NILGOSC has also collaborated with other major global funds to engage with Oil and Mining companies to encourage greater transparency around the business risks of climate change. In 2015 NILGOSC was successful in co-filing resolutions at the company meetings of BP and Shell calling for greater disclosure on sustainability reporting, which received wide spread support from shareholders and the companies themselves. It is currently co-filing similar resolutions at the AGM's of Rio Tinto and Anglo American.*

*As well as a policy on Climate Risk NILGOSC also has a wider Statement of Responsible Investment which states that it will not undertake investments on the basis of ESG factors alone. This policy is based on legal advice. In other words we cannot make investments/disinvestments on the basis of non-financial motives, we can only make investments on the basis of investment factors. In October 2015 NILGOSC held its own summit with all of its investment*

	<i>managers to discuss climate risk and is satisfied that each is taking climate risk into account when making investment decisions.</i>
3.6	This response was circulated to the Members and no further action was taken.
3.7	It should be emphasised that this is for background information only and not meant to deflect from any decision the Committee might wish to make.
	<u>Financial &amp; Resource Implications</u>
3.8	None associated with this report.
	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.9	None associated with this report.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None.