

**Democratic Services Section
Legal and Civic Services Department
Belfast City Council
City Hall
Belfast
BT1 5GS**



**Belfast
City Council**

13th December, 2019

MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE

Dear Alderman/Councillor,

The above-named Committee will meet in the Lavery Room - City Hall on Tuesday, 17th December, 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) Consultation on Council decision to erect bilingual/multilingual external naming and internal directional signage in Andersonstown, Lisnasharragh, Olympia and Templemore Leisure Centres – Special Meeting (Pages 1 - 4)

2. Presentations

- (a) Land and Property Services Presentation - Outcome of the Non-domestic re-evaluation

3. Restricted Items

- (a) Revenue Estimates and District Rate 2020/21 (Pages 5 - 28)

- (b) Proposed adoption of the Developer Contribution Framework (Pages 29 - 178)
 - (c) Revised governance arrangements for spending financial Developer Contributions secured through Section 76 planning agreements (Pages 179 - 198)
 - (d) Review of the Scheme of Delegation for Planning (Pages 199 - 224)
 - (e) Lisburn and Castlereagh City Council - Consultation on LDP Draft Plan Strategy (Pages 225 - 228)
 - (f) Draft Resilience Strategy (Pages 229 - 320)
4. **Matters referred back from Council/Motions**
- (a) Motion - City Tree Initiative (Pages 321 - 322)
 - (b) Motion - Pridestrian Animation (Pages 323 - 324)
 - (c) Motion - Homelessness (Pages 325 - 326)
5. **Belfast Agenda/Strategic Issues**
- (a) Delivering a Smart Belfast (Pages 327 - 332)
 - (b) Proposed adoption of the Green and Blue Infrastructure Plan (Pages 333 - 342)
6. **Physical Programme and Asset Management**
- (a) Physical Programme Update (Pages 343 - 348)
 - (b) Assets Management (Pages 349 - 356)
7. **Finance, Resources and Procurement**
- (a) Contracts Update (Pages 357 - 360)
 - (b) Brexit Committee – Commissioning of a Report (Pages 361 - 362)
8. **Equality and Good Relations**
- (a) Minutes of the Meeting of the Shared City Partnership (Pages 363 - 382)
 - (b) International Women's Day 2020 (Pages 383 - 386)
 - (c) Equality and Diversity: Quarter 2 Equality Screening and Rural Needs Outcome Report (Pages 387 - 394)
9. **Operational Issues**
- (a) Requests for Use of City Hall and the provision of Hospitality (Pages 395 - 398)

- (b) Herstory International Light Festival 2020 (Pages 399 - 402)
- (c) Request for use of City Hall by Belfast Children's Festival (Pages 403 - 406)
- (d) Audit and Risk Panel Report and Minutes of meeting of 3 December 2019 (Pages 407 - 420)
- (e) Minutes of Party Group Leaders Consultative Forum (Pages 421 - 424)
- (f) Minutes of the Meeting of the Active Belfast Ltd. Board (Pages 425 - 446)

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Subject:	Consultation on Council decision to erect bilingual/multilingual external naming and internal directional signage in Andersonstown, Lisnasharragh, Olympia and Templemore Leisure Centres – Special Meeting
Date:	17 December 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Sarah Williams, Governance and Compliance Manager

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

☒

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to seek the Committee's authority to hold a special meeting to consider the results of the public consultation in respect of the Council's decision to erect bilingual/multilingual external naming and internal directional signage in Andersonstown, Lisnasharragh, Olympia and Templemore Leisure Centre.
2.0	Recommendations
2.1	<p>The committee is asked to:</p> <ul style="list-style-type: none"> Agree that a special meeting be held at 9.30 am on Friday, 31 January, 2020 to consider the results of the public consultation

	<ul style="list-style-type: none"> • Agree, in view of the time within which decisions would be required, to the suspension of the call-in process
3.0	Main report
	<u>Key Issues</u>
3.1	<p>At a Special Council meeting on 11 October 2019, the Council agreed to engage in a citywide consultation in respect of bilingual and multilingual naming and the type of signage to be used in centres designated to have a citywide catchment, together with local consultation. In addition, it was agreed to grant delegated authority to the Strategic Policy and Resources Committee permitting it to authorise the bilingual and such other signage to be procured and installed for the opening of Andersonstown Leisure Centre and for the committee to meet no later than week commencing 26 January 2020.</p>
3.2	<p>The public consultation opened on Tuesday 5 November 2019 and is due to close on Monday 10 January 2020. In order for results to be analysed and a report to be prepared for Committee, it is recommended to hold a special committee meeting on Friday 31 January 2020 at 9.30am.</p>
3.3	<p>It is also recommended that in accordance with Standing Order 47(2)(c) that this decision should not be subject to call-in, on the basis that an unreasonable delay could be prejudicial to the Council's or the public's interest.</p>
3.4	<p>Council also agreed to apply the Council policy on bilingual naming of local facilities in respect of Brook Leisure Centre and to agree to the principle of the installation of bilingual signage, subject to review at the close of the consultation period. Bilingual signage for Brook has been ordered and is due to be installed in the coming weeks to be in place for the official opening in January. A short local consultation exercise is due to be carried out in relation to signage at Brook leisure centre which will inform future decisions about this signage. Under the Language Strategy, an overarching policy will be developed and consulted on to cover future Council projects.</p>
	<u>Financial & Resource Implications</u>
3.5	<p>The cost of the activities related to the public consultation are covered within existing budgets.</p>

3.6	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>The promotion of equality of opportunity and good relations are key principles within which the Council's language strategy is delivered. The screening document and Rural Needs Impact Assessment (RNIA) was included as part of the public consultation and comments incorporated into an updated screening and RNIA.</p>
4.0	Appendices – Documents Attached
	None

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of the Local Government Act (Northern Ireland) 2014.

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By virtue of paragraph(s) 4 of Part 1 of Schedule 6
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Subject:	Motion – City Tree Initiative
Date:	17 th December, 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Jim Hanna, Senior Democratic Services Officer

Restricted Reports	
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"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report/Summary of Main Issues
1.1	To consider a motion on a City Tree Initiative, which was referred to the Committee by the Council at its meeting on 2 nd December.
2.0	Recommendation
2.1	<p>The Committee is requested to:</p> <ul style="list-style-type: none"> Consider the motion and if the proposal agreed a report on how this would be facilitated, resourced and managed will be brought back.
3.0	Main Report
3.1	<p>At the Council meeting on 2nd December, the following motion was proposed by Councillor McLaughlin and seconded by Councillor O'Hara:</p> <p><i>"This Council has ambitious plans to plant over one million trees over 15 years."</i></p>

	<p><i>However, it acknowledges that there are several sites across Belfast that breach current legal guidelines in terms of air pollutants.</i></p> <p><i>Air pollution is often hidden in plain sight, but it can have potentially life-threatening consequences. Exposure to high levels of air pollution can lead to chronic respiratory problems and increased risk of developing cancer. Having access to clean air is a human right.</i></p> <p><i>To reduce levels of air pollution, we need to reduce our reliance on carbon as well as finding innovative solutions to air pollution.</i></p> <p><i>One such innovative solution is to introduce the City Tree initiative, which is in many European cities such as Amsterdam, Brussels and London. The City Tree does the work of 275 trees in 1% of the space. Each tree holds 1,682 pots of moss, which extract particulate matter, soot, dirt and other pollutants from the air.</i></p> <p><i>This Council agrees that a report be submitted to the Strategic Policy and Resources Committee which will identify sites in each quarter of the city that are heavily polluted, explore the costs associated with the purchase of the trees and the potential public-private partnership in regards to the advertising space which comes with the tree, which could be used to offset the cost of the purchase.”</i></p>
3.2	In accordance with Standing Order 13(f), the motion was referred without debate to the Strategic Policy and Resources Committee.
3.3	<p><u>Financial and Resource Implications</u></p> <p>None associated with this report.</p>
3.4	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4.0	Appendices - Documents Attached
	None



Subject:	Motion – Pridestrian Animation
Date:	17 th December, 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Jim Hanna, Senior Democratic Services Officer

Restricted Reports	
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"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report/Summary of Main Issues
1.1	To consider a motion on Pridestrian Animation, which was referred to the Committee by the Council at its meeting on 2 nd December.
2.0	Recommendation
2.1	<p>The Committee is requested to:</p> <ul style="list-style-type: none"> Consider the motion and if the proposal agreed a report on how this would be facilitated, resourced and managed will be brought back.
3.0	Main Report
3.1	<p>At the Council meeting on 2nd December, the following motion was proposed by Councillor Garrett and seconded by Councillor Flynn:</p> <p><i>“This Council recognises and values the huge contribution which our LGBTQ+ citizens make to the city of Belfast and beyond.</i></p>

	<p><i>We commend the progressive approach taken by Belfast City Council in its support of Belfast Pride, the bid to secure Euro Pride, the illumination of and the flying of both the Rainbow and the Transgender Flags at the City Hall.</i></p> <p><i>Building on this progressive approach and, as a demonstration of our continued solidarity with the LBGTQ+ community, including our commitments to create a city that is welcoming, safe, fair and inclusive for all, we call on this Council to follow best practices elsewhere throughout the world in the creation of permanent Rainbow Pride themed animation.</i></p> <p><i>We call on this Council to directly engage with the Department for Infrastructure and other Government departments, where, in partnership with the Council, we create permanent animation at appropriate points along the Pride Parade route ahead of the 2020 Pride festival. This should include, but not be limited to, pedestrian crossing points and public realm points along the route.”</i></p>
3.2	In accordance with Standing Order 13(f), the motion was referred without debate to the Strategic Policy and Resources Committee.
3.3	<p><u>Financial and Resource Implications</u></p> <p>None associated with this report.</p>
3.4	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4.0	Appendices - Documents Attached
	None



Subject:	Motion – Homelessness
Date:	17 th December, 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Jim Hanna, Senior Democratic Services Officer

Restricted Reports	
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"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report/Summary of Main Issues
1.1	To consider a motion on a Homelessness, which was referred to the Committee by the Council at its meeting on 2 nd December.
2.0	Recommendation
2.1	<p>The Committee is requested to:</p> <ul style="list-style-type: none"> Consider the motion and if the proposal agreed a report on how this would be facilitated, resourced and managed will be brought back.
3.0	Main Report
3.1	<p>At the Council meeting on 2nd December, the following motion was proposed by Councillor Corr and seconded by Councillor Garrett:</p> <p><i>“This Council notes that today, 2nd December, marks the start of Homelessness Week and acknowledges the fact that the right to a home is a basic human right. It commends the ambition set out within the Belfast Agenda to build 1,800 social homes by 2021 and</i></p>

3.2	<p><i>calls upon the Council to scope all publicly-owned sites and land within the city boundary, to ascertain their potential for building homes on them. We support that public housing continues to be a priority within the Belfast Agenda.”</i></p> <p>In accordance with Standing Order 13(f), the motion was referred without debate to the Strategic Policy and Resources Committee.</p>
3.3	<p><u>Financial and Resource Implications</u></p> <p>None associated with this report.</p>
3.4	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4.0	Appendices - Documents Attached
	None



Subject:	Delivering a Smart Belfast
Date:	17 December 2019
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources
Contact Officer:	Deborah Colville, City Innovation Manager Mark McCann, Programme Lead

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	<p>The Smart Belfast programme aims to foster greater collaboration between our universities, industry and the public sector. In doing so it seeks to develop innovative solutions to complex urban challenges while at the same time supporting local businesses to develop their capabilities in cutting-edge digital technologies.</p> <p>Smart Belfast also seeks to influence initiatives of our partners to ensure that their investments (whether public or private) can maximise the opportunities of digital</p>

	technologies. The Smart Belfast approach has greatly informed the Digital Pillar of the Belfast Region City Deal and was an important element in securing this investment from Treasury.
1.2	Belfast City Council is now working directly with key partners to ensure that these digital investments will not only build the city's resilience to technological change, but also position us as a globally significant location for private sector innovation.
1.3	This report provides a short update on a number of current Smart Belfast projects and seeks Members' approval on a number of emerging opportunities.
2.0	Recommendations
2.1	<p>The Committee is asked:</p> <ol style="list-style-type: none"> 1. To retrospectively approve the second-stage submission for the €7.5 million Hub-In Horizon 2020 project. 2. To retrospectively approve support to the scoping stage of the £6 million Active & Empowered Community Innovation project (Industrial Strategy Challenge Fund). 3. To note that the second stage of the £213,000 'Amazing Spaces, Smart Places' project is now under way. 4. To approve a one-third contribution to a budget of approximately £150,000 for the development of the BRCD Digital Outline Business Case(s). 5. To note the role a proposed Digital Commissioner for Belfast and, subject to an assessment, approve a potential one-quarter contribution of approximately of £50,000 per annum for an initial two years.
3.0	Main report
3.1	<p>The Smart Belfast programme encourages greater collaborative innovation between our universities, industry and the public sector. Delivery is through a project 'pipeline' which, during its first two years, has proven to be a powerful mechanism for attracting co-investment (eg) funding for the establishment of the Commissioner for Resilience, £100,000 for the city's first Internet of Thing network, and over £150,000 for the development of a Business Rates tool which has subsequently led to the creation of commercially successful products by a local technology company. Members will find more detail on these and other projects at the Smart Belfast website: http://smartbelfast.city</p> <p>Members are now asked to consider a number of current significant projects:</p>
3.2	Entrepreneurship For the Transformation of Historic Urban Areas (Hub-In)

	Working with six other European cities and the Connected Places Catapult, Belfast City Council was successful in a first-stage application to a €7.5 million Horizon 2020 project that proposes to work with local communities to develop entrepreneurial skills in relation to opportunities arising from the transformation on historic urban areas.
3.3	Focusing on the regeneration of the city's maritime port and harbour areas, Belfast has bid for €700,000 to assist communities and local partners (including Titanic Foundation, Tourism NI and Ulster University's Future Screens NI) to work directly with citizens over a four year period to create entrepreneurial opportunities using innovative digital technologies.
3.4	The proposal is now going through its second (and final) stage of approval with a decision expected in February 2020. Members are asked to provide retrospective approval for this second stage submission (which due to time constraints could not be brought to committee previously). If successful, a report with proposals for next steps will be brought to Members in March 2020.
3.5	<p>Active & Empowered Community Innovation project</p> <p>Following workshops facilitated by Smart Belfast, a local consortium representing Cisco, Ulster University's Connected Health Innovation Centre, Clarion Social Housing and others have bid to the £98 million UK Industrial Strategy Challenge Fund for a Health Ageing project in Belfast.</p>
3.6	The first stage application (the closing date was 27 November) will establish a business case for a £6 million smart cities project that would allow planners and the city's health and social care partners to rethink how neighbourhoods are designed to help people remain active and productive in later life. The project would seek to utilise a wide range of emerging digital technologies, and fits well with the Council's aims to develop a Smart District and Testbed programme.
3.7	Members are asked to retrospectively approve Belfast City Council's support for the scoping stage of the project. A decision is expected in February and, if successful, a report will be presented to Members with further details of the next steps.
3.8	<p>Amazing Spaces, Smart Places</p> <p>Members should note that Phase two of the 'Amazing Spaces, Smart Places' Small Business Research Initiative is now under way. The two-part project which was launched in October</p>

	2019, is receiving £215,000 funding from NI Government Departments. The aim is to work with innovative businesses to adopt technologies that can better inform how the Council manages its parks and open spaces.
3.9	Working with the Department of Justice, Department for the Economy and Strategic Investment Board, and City and Neighbourhoods Services, the Council has now appointed two SMEs to collaborate with Parks and Community Safety staff on innovative technology and data-driven solutions that can help us manage safe, accessible and enjoyable parks and open spaces in Belfast. Phase two will continue until March 2021.
3.10	<p>Digital Pillar of the Belfast Region City Deal</p> <p>The Smart Belfast approach has been influential in shaping the design and content of the Digital Pillar of the Belfast Region City Deal. The aim of this £150 million investment is to ensure that our city region is well-positioned to address the disruption that new technologies are likely to have on our economy and the way we design and deliver public services.</p>
3.11	The Digital pillar is also being shaped to ensure that it will support businesses to build their innovation capabilities and therefore be better placed to exploit the opportunities that emerging technologies represent. It is also seeking to leverage co-investment from private sector partners on joint projects. Members will be aware this work is already underway with the renowned Fraunhofer Institute (via BABLE) to provide specialist advice and to facilitate this engagement with industry.
3.12	In addition to this programme development, the City Deal process also requires that each project requires HM Treasury Green Book compliant Outline Business Cases (OBCs). While the work that BABLE is undertaking will go some way to informing the content of the OBCs, further work is required to determine the financial and commercial elements of the projects and to produce the actual documents which will be submitted to UK Government and the Northern Ireland Civil Service.
3.13	It is therefore recommended that a tender is published to procure these services, which is estimated to be in the region of £150,000. Members should note that the cost of this will be split between the BRCD partners based on the EPP, with Belfast City Council paying approximately one third of the total cost.

3.14	<p>Belfast Digital Commissioner</p> <p>Building on the Smart Belfast approach and the development of the City Deal Digital Pillar, work is now under way with the Vice-Chancellors of both local universities, Belfast Harbour and Catalyst Inc to develop a small number of transformative investments in the city – which collectively have the potential to secure Belfast’s position as a globally significant location for innovation-led investments.</p>
3.15	<p>Members will be aware of Belfast Harbour’s commitment to invest £254 million over the next five years to contribute to its aims to be the smartest regional port in the world. Partners are now considering opportunities to complement this investment with plans for an FDI- focused innovation district; and a Belfast City Council-led ‘Smart District’ (for which over £40 million has been identified in the City Deal Digital pillar).</p>
3.16	<p>The value of the Smart Cities market is estimated to be worth over £2 trillion within the next five years. Partners have agreed that there is significant potential for Belfast to be part of this market if the city builds on a shared proposition around these three significant investments.</p>
3.17	<p>In support of this aim, the Council is working with the universities and Harbour on proposals for a Digital Commissioner who would work with industry to grow the city’s strengths and reputation as a place to invest in technological innovation. This type of position has been a critical factor in other smart cities (including Eindhoven, London, Helsinki and Amsterdam). Initial work is under way with the Strategic Investment Board to identify the specific roles that a Commissioner could play in Belfast, and to consider the most appropriate mechanisms through which this person could deliver the most benefit for the city.</p>
3.18	<p>Members are asked to note the importance of a Digital Commissioner role for Belfast and, subject to a further assessment, approve a potential one-quarter contribution of approximately of £50,000 per annum for two years to the establishment of the post.</p>
Financial & Resource Implications	
3.19	<p>At this development stage the Hub-In and Active & Empowered Community Innovation Testbed projects require an in-kind contribution of officer time only.</p>
3.20	<p>The £150,000 for the Digital BRCD Outline Business Cases will be split across the six partner councils. The council’s contribution will be met from the City Deal Budget.</p>

3.21	When confirmed by partners, the budget for the Digital Commissioner will be split across four organisations with Belfast City Council making a one-quarter contribution to the total cost for two years (approximately £50,000 per annum). This is included within the City Deal budget.
	Equality or Good Relations Implications / Rural Needs Assessment
3.22	None.
4.0	Appendices – Documents Attached
	None.



Subject:	Proposed adoption of the Green & Blue Infrastructure Plan (GBIP)
Date:	17 December 2019
Reporting Officer:	Aidan Thatcher, Director of Planning & Building Control
Contact Officer:	Mark Whittaker, Senior Planning Officer

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The Council's draft Green and Blue Infrastructure Plan (GBIP) was subject to public consultation from June to September 2019. This consultation was in tandem with the draft Belfast Open Spaces Strategy (BOSS), which is being led by City and Neighbourhood Services Department. It is proposed to make some minor revisions to the draft GBIP to take account of consultation feedback prior to the adoption and publication of the GBIP. Proposed responses, actions and changes are set out at Appendix 1 .
1.2	It is anticipated that the BOSS will be considered for adoption early in 2020.
2.0	Recommendations
2.1	The Committee is asked to <ul style="list-style-type: none"> note the update on the draft GBIP consultation process and to agree to revise the GBIP in accordance with the proposed responses, actions and changes set out at Appendix 1.

3.0	Main report
	Background
3.1	The Council agreed to the draft GBIP for consultation purposes in June 2018. The GBIP is a high level plan that recognises the many functions, including for health, biodiversity and environmental resilience, of our green areas and water features. It represents an over-arching strategy that will guide more detailed strategies and action plans over time. These include the new BOSS, which was prepared in tandem with it. A draft BOSS was agreed for public consultation purposes by the Council in April 2019.
3.2	The BOSS, including the data collected during its preparation, forms part of the evidence base for the Local Development Plan (LDP). The GBIP also supports the LDP and represents supplementary planning guidance it once the LDP is adopted.
	Consultation Process
3.3	Given the linkages between the GBIP and BOSS, it was agreed to undertake a joint public consultation exercise and the consultation questionnaire allowed respondents to comment on either document or both. Analysis of the responses to the draft BOSS is being undertaken by the City and Neighbourhood Services Department. Analysis of the draft GBIP has been undertaken by the Development Planning and Policy team. The consultation period was from 17th June to 20th September 2019, during which officers attended 6 events across the city to raise awareness and get feedback from a wide range of interests.
3.4	<p>The events were:</p> <ul style="list-style-type: none"> • Summer Rose Fair - Sir Thomas and Lady Dixon Park • Sounds from Bank Square • Summer Fun Day - Mount Eagles • A World Of Rhythms - CS Lewis Square • Summer Fun Day - Waterworks • Pride - Village at Custom House Square
3.5	Consultation was also undertaken with the Youth Forum and a group from Age Friendly Belfast. At all events people were asked to fill in a brief postcard questionnaire on what comes to mind when thinking of green and blue infrastructure in Belfast how can we make these spaces better. A total of 337 postcards were completed.
3.6	<p>During the consultation period we received a total of 96 detailed responses:</p> <ul style="list-style-type: none"> • 67 responses via Citizen Space

	<ul style="list-style-type: none"> • 16 hard copy questionnaire responses • 13 general written submissions <p>68 responses were from individuals, with 28 from groups/organisation.</p>
3.7	<p>Consultation findings</p> <p>High-level findings are outlined below and further details and proposed responses and actions are attached at Appendix 1.</p>
3.8	<p><u>The Vision</u></p> <p>86% of respondents agreed or strongly agreed with the draft vision that “<i>By 2035 green and blue infrastructure will be strategically planned to enhance ecosystem services that benefit all living, working in and visiting Belfast.</i>” However, a significant number of respondents were concerned with the 2035 timeframe for the vision, particularly given the declared climate emergency. In this regard, the vision date aligns with the vision dates for the Belfast Agenda and new Belfast Local Development Plan and is considered appropriate. Nevertheless, this does not mean that the principles set out in the GBIP will not be realised until 2035. Rather, these principles will immediately start to inform council operations and decision-making.</p>
3.9	<p><u>The Strategic Principles</u></p> <p>The draft GBIP has five strategic principles to provide the framework for achieving the vision:</p> <ul style="list-style-type: none"> ○ SP1: Biodiverse ○ SP2: Planned, interconnected networks ○ SP3: Integrated into the urban environment ○ SP4: Well designed and managed ○ SP5: Appropriately funded
3.10	<p>87% of respondents agreed or strongly agreed that the draft Strategic Principles are the correct ones to achieve the vision. However many respondents were concerned at the apparent lack of actions or clear commitments and targets arising from the Plan. In this regard, the GBIP is not intended as an action plan. Rather, it is an over-arching strategy recognising the many benefits of green and blue infrastructure (GBI) and how these can be incorporated into projects across the city. Its implementation will be through its influence on other plans, strategies, programmes and projects, including through the new Local Development Plan and decision-making and council investment in projects.</p>
3.11	<p><u>Other Feedback</u></p> <p>In line with the strong level of agreement for the vision and principles, many respondents commended and supported the council for developing the plan, particularly its clear</p>

	<p>recognition of the critical role of green and blue infrastructure (GBI) in addressing climate change and enhancing biodiversity and ecosystems services. The linkages to the BOSS were welcomed as it can play a major role in integrating and protecting vital city assets. In addition, respondents recognised the importance of certain areas for biodiversity and the need for special protection/management measures. There was also support for sustainable drainage systems (SuDS), opportunities for de-culverting and the use of green roofs to benefit the city and help address climate change.</p>
3.12	<p>A number of respondents thought that the GBIP should include more detail or further emphasis on certain issues, such as the duty to further biodiversity and need to urgently address climate change. Many suggested additional wording. Others sought greater clarification of some of the main terminology or concepts, including 'ecosystem services'. Many of such comments have merit and it is proposed to amend the wording of some sections accordingly. Nevertheless, such changes are minor in nature and do not represent any change to the overall direction of the Plan.</p>
3.13	<p>The responses received through the public events postcards raised a number of issues, including the need to provide more open space and improve biodiversity. Other issues raised generally related to operational matters, such as maintenance and provision of facilities.</p>
3.14	<p>Overall, some of the other key messages in responses included:</p> <ul style="list-style-type: none"> ○ Need to protect existing green and open spaces from development. ○ Need to create new open spaces, especially city centre green spaces. ○ Council should include commitment to lead by example throughout its own estate. ○ Importance of green active travel and interconnecting of assets. ○ Suggestion that a natural capital accounting approach should be adopted.
3.15	<p>Many of the above matters are included the GBIP and are being addressed by the Council, including through other plans and strategies, including the new LDP and the BOSS. As regards the Council leading by example, the final BOSS will address operational matters and there are ongoing inter-departmental discussion around a co-ordinated approach to maximise GBI benefits to the city, including through its emerging Resilience Strategy and Climate Adaptation and Mitigation Plan.</p>
3.16	<p>In summary, the wide support for the GBIP is welcomed, including the very strong support for its vision and strategic principles. A number of the comments received suggested some additional or revised wording of parts of the draft GBIP, either by way of emphasis or clarification. Following analysis, and having regard to the high-level nature of the GBIP and</p>

	its influence on other emerging plans and strategies, the overall approach in the draft GBIP remains appropriate. Nevertheless, some revisions are proposed to improve or clarify draft wording and some of the accompanying maps and diagrams. These are summarised at Appendix 1 of this report and do not change the direction of the GBIP or its strategic principles.
3.17	It is understood that any proposed revisions to the draft BOSS will be brought to the Council in the new year. In this regard, as the GBIP is an over-arching framework its principles help to inform the BOSS. The BOSS will include more detail and actions that will help deliver the GBIP principles.
3.18	<p><u>Equality screening and rural need assessment</u></p> <p>A draft equality screening and a rural needs analysis were completed and were included in the public consultation. There were 10 responses on the equality screening and rural needs assessment. The issues raised generally related to the protection of open space, health & wellbeing and addressing disadvantaged communities. As with the general responses to the draft GBIP, some specifically related to the loss of green space at Glassmullin (Andersonstown). One respondent said a full equality impact assessment should have been undertaken. The feedback provided will be summarised and the final screening and assessment will be updated for publication with the final GBIP.</p>
3.19	<p>Financial & Resource Implications</p> <p>There are no resource implications directly associated with the GBIP. Its principles will help inform other council plans, strategies and projects and should be taken into account in the relevant budgetary considerations at that time.</p>
3.20	<p>Equality or Good Relations Implications / Rural Needs Assessment</p> <p>The final GBIP will be subject to an equality screening and rural needs assessment in line with the Council's process.</p>
4.0	Appendices – Document Attached
	Appendix 1 - Summary of Key Issues and Recommended Response and Action.

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Appendix1

Key Issue Raised	Council Response and Action
Commend and support BCC for developing the plan which provides clear recognition of the critical role and benefits of GBI, including for ecosystems services, health and wellbeing and biodiversity.	<p>We welcome the support given to our vision, together with the constructive comments and suggestions put forward in the responses we received.</p> <p>No action required.</p>
Concerns were raised regarding target date being too long in the future. Some respondents suggested 2031 or sooner to reflect the climate emergency.	<p>Comments noted.</p> <p>The vision date aligns with the Belfast Agenda (BA) and new Belfast Local Development Plan (LDP) timeframe and is considered appropriate. The principles set out in the Green and Blue Infrastructure Plan (GBIP) will immediately start to inform council operations and decision-making.</p> <p>No action required.</p>
Concern raised over the implementation and delivery of the GBIP and its lack of actions and targets.	<p>Comments noted</p> <p>The GBIP is not intended as an action plan. It is an overarching strategy recognising the many benefits of green and blue infrastructure (GBI) and how these can be incorporated into projects and plans across the city. The effective delivery of the vision and principles will be implemented through its influence on other plans, strategies, programmes and projects, including through the new LDP, Belfast Open Space Strategy (BOSS) and Local Biodiversity Strategy and council investment in projects. Also through engagement with other Government departments and bordering local Councils who have similar responsibility and functions.</p> <p>No action required.</p>
Greater emphasis should be given to benefits of biodiversity and the council's duties in furthering biodiversity.	<p>Comments noted and agreed.</p> <p>Proposed action:</p> <p>Add reference to the WANE Act 2011 and the council statutory duty to further biodiversity, along with minor consequential wording edits in relevant sections of document.</p>
Clarification required on definitions of ecosystems and their services.	<p>Comments noted and agreed.</p> <p>Proposed action:</p> <p>Definitions of ecosystems and ecosystem services to be included in final GBIP.</p>

Suggestion made for specific recognition of ancient woodland and long established woodlands and the multi-benefits associated from trees and hedges relating to biodiversity, air quality and flooding.	<p>Comments noted and agreed. Trees are mentioned throughout the GBIP. It is accepted that ancient trees and hedges are not specifically referred to and it is agreed that mention should be made. However, the GBIP is a strategic framework document and is unable to include every possible natural asset for detailed discussion in the Plan.</p> <p>Proposed action: Add references to ancient trees/hedges in introductory text.</p>
Various suggestions for minor rewording to help clarify or emphasise key points throughout draft document.	<p>Comments noted and agreed.</p> <p>Proposed action: Minor wording amendments throughout document to aid clarity or emphasis that do not alter the overall direction or strategic principles set out in the draft document.</p>
Suggestion that some of the mapping could be improved.	<p>Comment noted and agreed The GBIP is a strategic framework and the mapping is illustrative and not site-specific. Nevertheless, it is accepted that the environmental designations map may be confusing and could be simplified.</p> <p>Proposed action: Simplification of the environmental designations map.</p>
Suggestion that the diagram showing LDP and Belfast Agenda (BA) linkages could be improved.	<p>Comment noted. This diagram illustrates the potential linkages between GBI and the priorities of the BA and LDP. It is illustrative only. Nevertheless, it is agreed that a clearer description should be added, along with footnotes for data sources.</p> <p>Proposed action: Revise the diagram description/heading and add footnotes.</p>
Suggested that council should lead by example in GBIP.	<p>Comment Noted. The effective delivery of the vision and principles will be implemented through its influence on other plans, strategies, programmes and projects, including through the new LDP, the BOSS, Local Biodiversity Action Plan and council investment in projects.</p> <p>No further action required</p>
Suggestions to revise the wording of the vision to simplify it and make it more explicit in relation to Biodiversity.	<p>Comments noted. The vision statement is concise and considered appropriate, given the nature of the document. It should be read in the context of the entire GBIP. Nevertheless, the proposed changes to clarify definitions and emphasise biodiversity outlined above will also help address suggestions made.</p> <p>No further action required</p>

Comments stress the need to protect, enhance and preserve existing open spaces and create new open spaces, especially a city centre green space.	<p>Comments noted. This is addressed in the GBIP, which includes specific reference to opportunities to green the city centre. This will be delivered through other plans, strategies and projects by the council and its partners.</p> <p>No action required</p>
Suggestion regarding management principles for a healthy public realm and natural environment.	<p>Comments Noted. The LDP includes planning policies in relation to the natural environment and public realm, which will address the concerns highlighted.</p> <p>No action required.</p>
Comment that the rural portion of the area deserves a much more prominent and detailed emphasis.	<p>Comment noted. It is considered that this strategic framework document, including associated illustrative mapping, clearly shows how the urban area sits with its countryside setting and that all areas have a part to play.</p> <p>No action required.</p>
Comment that sustainable transport should have greater emphasis and the importance of connectivity and to include wildlife corridors between green spaces.	<p>Comment noted. It is considered that this strategic framework document, including associated illustrative mapping, clearly recognises the opportunities for, and importance of, sustainable and active travel, including greenways. The GBIP aims to improve sustainable transport means and connectivity between greenspaces where possible and this will be implemented through the existing planning policies and the new LDP.</p> <p>No action required.</p>
A number of respondents raised concern over the loss of green open space to development of 3G pitches - in particular Glassmullin Green.	<p>Comments noted. This is a site specific matter that is not directly relevant to the GBIP, which is a strategic framework document. This specific matter was subject to due planning process.</p> <p>No action required</p>

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Subject:	Physical Programme Update
Date:	17 th December 2019
Reporting Officer:	Sinead Grimes, Director of Physical Programmes Ronan Cregan, Deputy Chief Executive
Contact Officer:	Michelle Bagnall, Programme Manager

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of Main Issues
1.1	The Council's Physical Programme covers over 150 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 provides an update on significant milestones achievement and progress on movements.
2.0	Recommendations
2.1	The Committee is requested to –

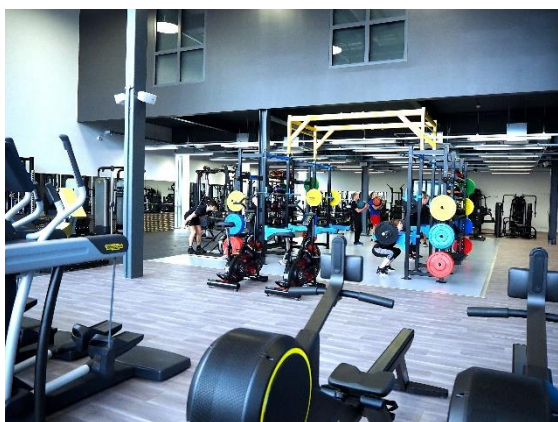
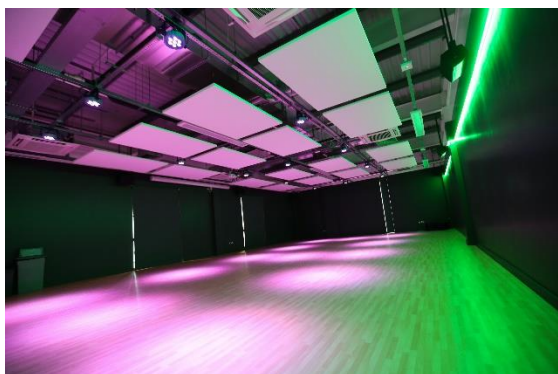
	<p>Movements under the Capital Programme</p> <ul style="list-style-type: none"> <i>Leisure Transformation Programme</i> - agree to move the redevelopment of Avoniel to Stage 3 – Committed under the Capital Programme <p>Project Updates</p> <ul style="list-style-type: none"> <i>Fleet Replacement Programme</i> - note the proposed new 4 year lease term for the Lord Mayor's Car with the replacement of the current car with a new hybrid model <i>Connswater Community Greenway</i> - agree to the allocation of the additional £200,000 residual balance from the Big Lottery contribution to CCG to be included as part of the previously agreed legal agreement with Eastside Greenways and to note the arrangement for the Council to enter into a Memorandum of Understanding with Eastside Greenways in relation to the management and delivery of an animation programme along the Greenway
3.0	Main report
3.1	<p><i>Leisure Transformation Programme – update</i></p> <p>The new centres at Lisnasharragh and Brook have now both opened. This represents a major milestone in the delivery of the Leisure Transformation programme. These new facilities have received an overwhelmingly positive response from the media, key stakeholders and centre users. During the first week of opening, an average of over 100 members per day were joining the two centres. See Appendix 1 for photos. Members will be reminded that dates for the official launch for both centres have now been agreed as 8th January for Lisnasharragh and 17th January for Brook. Members will receive an invitation in due course.</p>
3.2	<p>The development of Andersonstown is continuing on schedule. The new centre is due to complete in late February, with a view to an official opening in early April. Procurement of a contractor for the redevelopment of Templemore is currently underway and works are currently forecasted to commence in August 2020.</p>
3.3	<p>As of 1st December, Avoniel Leisure Centre is now officially closed and currently undergoing demobilisation. Members will be aware that Heron Bros Ltd will take forward the construction works at Avoniel with demolition works due to commence on site in January. Avoniel is currently at Stage 2 on the Capital Programme. Given that works are due to commence on site after Christmas it is recommended that this is moved to Stage 3 – Committed. Members will be aware that £8million has been committed to the redevelopment of Avoniel under the Leisure Transformation Programme.</p> <p><i>Fleet Replacement Programme - Replacement of the Lord Mayor's Car</i></p>
3.4	<p>In 2015 the SP&R Committee agreed to enter into a 4 year lease for the Lord Mayor's car on the basis that leasing provided better value for money than the purchase of a similar vehicle.</p>

	The current 4 year lease is a fixed term arrangement which expires in February 2020 and is for a BMW 7 Series (diesel model).
3.5	Members are asked to note that it is proposed that a new lease is taken out on a like for like basis to the previous terms. It is proposed that the replacement car will be a similar model and size to the current vehicle. However it is proposed that the new model will be a hybrid model with a combined 99mpg, and cleaner lower emission CO2 level of 52 g/km.
3.6	All costs for the Lord Mayor's car are included within the Fleet Replacement Programme which is at Stage 3 – Committed on the Capital Programme. <i>Connswater Community Greenway</i>
3.7	The Connswater Community Greenway (CCG) is being developed and managed through an innovative partnership between EastSide Greenways (formerly CCG Trust) and Belfast City Council within the context of the Belfast Agenda. In this next phase of the Greenway's life, the Council in partnership with EastSide Greenways (ESG), will bring forward innovative proposals that seek to ensure its sustainability, enhancing the current asset and generating income. In keeping with The National Lottery Fund's ambitions for Living Landmark projects, a continuing focus on community engagement, involvement and ownership is fundamental.
3.8	In November 2018 SP&R agreed that the £1m balance remaining as part of the Big Lottery capital contribution be allocated as an endowment to the CCGT for the delivery of an annually agreed animation programme for the greenway. The Committee further agreed that the Council entering into a legal agreement for a period of 10 years with CCGT for the delivery of an annual animation programme funded by Big Lottery, subject to a legal agreement being drawn up by the City Solicitor in agreement with the Strategic Director of CNS.
3.9	During the process of developing the above legal agreements Officers prepared a final account relating to the CCG project and agreed this with the Big Lottery Fund. The final account showed an additional balance of £200k (in addition to the £1m) which Members are now be asked to agree should be included as part of the endowment agreement. To date negotiations have been ongoing with EastSide Greenways and the initial legal agreement is yet to be executed. Subject to Members agreement it is proposed that the additional 200K will now be encompassed as part of this agreement and executed as one agreement.
3.10	To ensure the sustainability of the Greenway, the Council has agreed with the National Lottery to utilise unspent Lottery monies to fund EastSide Greenways as set out in the legal Agreement. EastSide Greenways will be delivered through a set of strategic objectives which will be subject to review on an annual basis as a response to need identified through research carried out by the Partnership. EastSide Greenways will submit an Annual Activity Plan to the Council each

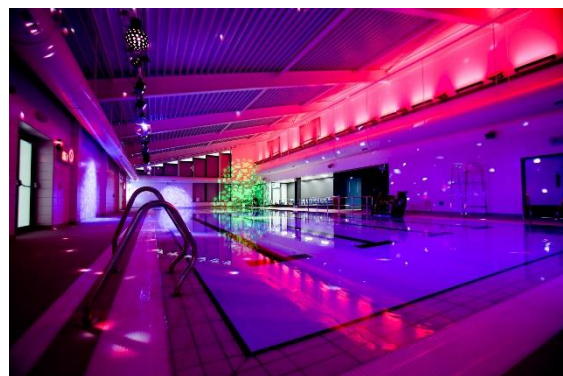
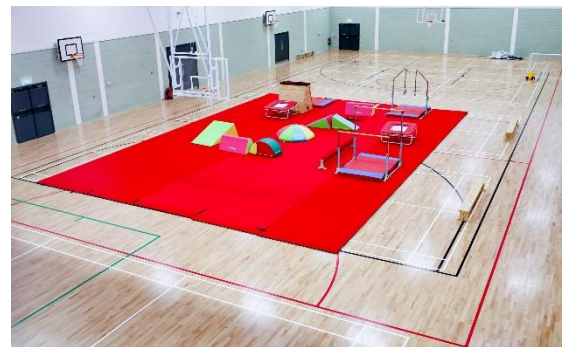
	year setting out its proposed activities in the following year. The Annual Plan must be approved by the Council before any of the activities outlined in it occur.
3.11	<p><u>Financial & Resource Implications</u></p> <p><i>Financial</i> --</p> <ul style="list-style-type: none"> • Leisure Transformation Programme – Avoniel - £8m as agreed under the LTP • Fleet Replacement Programme – Lease of the Lord Mayor’s Car – costs are covered under the Fleet Replacement Programme • CCG - the balance on the capital funding has been agreed with Big Lottery and the project finalisation has now concluded with a balance of £1. 2m funding to support the annual animation programme over the next 10 years as per the legal agreement and MOU developed with Legal Services and C&NS <p><i>Resources</i> – Officer time as required.</p>
3.12	<p><u>Equality or Good Relations Implications/ Rural Needs Assessment</u></p> <p>All capital projects are screened as part of the stage approval process</p>
4.0	Appendices – Documents Attached
	Appendix 1 – Lisnasharragh and Brook new leisure facilities

Appendix 1: Lisnasharragh and Brook new leisure centre facilities, December 2019

Lisnasharragh Leisure Centre



Brook Leisure Centre



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Subject:	I. Dunmurry Station Footpath – Temporary Licence II. North Queen Street Community Centre – Holy Family & Golden Gloves Amateur Boxing Club – New Licence III. Plot 84 Balmoral Estate – Proposed lease extension
Date:	17 December 2019
Reporting Officer:	Sinead Grimes, Director of Physical Programmes
Contact Officer:	Pamela Davison, Estates Team Leader

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to seek approval from Members to asset related disposal, acquisition and estates matters.
2.0	Recommendations
2.1	<p>I. Dunmurry Station Footpath – Temporary Licence</p> <p>Members are asked to approve a temporary licence agreement between Belfast City Council and John Graham Construction Ltd for their proposed closure, use and part development of the Dunmurry Station Footpath in connection with the wider Blacks Road improvement scheme on behalf of the Department for Infrastructure.</p>

	<p>A map showing the Dunmurry Station Footpath has been attached at Appendix 1 whereby the path has been shaded in green with the portion of the path that John Graham Construction Ltd are proposing to develop has been shaded in yellow.</p> <p>II. North Queen Street Community Centre – Holy Family & Golden Gloves Amateur Boxing Club – New Licence</p> <p>Members are asked to approve the grant of a new Licence to Holy Family & Golden Gloves Amateur Boxing Club, subject to detailed terms being agreed to by the Estates Unit and Legal Services.</p> <p>III. Plot 84 Balmoral Estate – Proposed lease extension</p> <p>Members are asked to approve the extension of the current 99 year ground lease to Killultagh Estates Limited in respect of Plot 84 Balmoral Estate to 125 years with effect from 1 January 1975 subject to the payment of a premium of £5,000.</p>
3.0	Main report
	<p>I. Dunmurry Station Footpath – Temporary Licence</p> <p><u>Key Issues</u></p> <p>3.1 John Graham Construction Ltd are seeking approval for the closure of the Dunmurry Station Footpath from 6 January 2020 until 5 October 2020 in order to develop and raise a portion of the Council's path so that it may form a link with a new pedestrian footbridge also being constructed in the area.</p> <p><u>Financial & Resource Implications</u></p> <p>3.2 The Council will enter into a temporary licence for a period of 9 months from 6 January 2020 until 5 October 2020 with John Graham Construction Ltd. There will be a nominal licence fee payable of £1.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>3.3 None.</p> <p>II. North Queen Street Community Centre – Holy Family & Golden Gloves Amateur Boxing Club – New Licence</p> <p><u>Key Issues</u></p> <p>3.4 Holy Family & Golden Gloves Amateur Boxing Club have been a user of the facilities at North Queen Street Community Centre since the late 1960s. The Council have managed</p>

	the Community Centre since the mid-1970s and formalised a Licence Agreement with the club in 2004.
3.5	The Licence Agreement in respect of the Boxing Club is now due for renewal. The Licence Agreement will be based on the same terms and conditions of the previous agreement. It is proposed that Council enter into a new 5 year agreement from 1 October 2019 with Holy Family & Golden Gloves Amateur Boxing Club, subject to a rent of £1,175 per annum.
	<u>Financial & Resource Implications</u>
3.6	Revised rent of £1,175 per annum is payable by Holy Family & Golden Gloves Amateur Boxing Club. The previous annual rent on the property was £1,075 per annum.
	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.7	None.
	 III. Plot 84 Balmoral Estate – Proposed lease extension
	<u>Key Issues</u>
3.8	Plot 84 Balmoral Estate is currently leased to Killultagh Estates Limited on a 99 year ground lease (the Head Lease) from 1 January 1975. The current rent passing is £113,500 per annum. The tenant has developed the Plot as a retail park and has entered into sub leases with the consent of Council and in accordance with the terms of the terms of the Head Lease. A map showing Plot 84 Balmoral Estate is attached at Appendix 2 to the report.
3.9	Killultagh Estates Limited has approached Council with a request to extend the current 99 year Lease to 125 years. The unexpired term of this lease is 54 years.
3.10	A Deed of Variation will be required to record the extended term if approved by members.
	<u>Financial & Resource Implications</u>
3.11	The Estates Unit and Legal Services will prepare the Deed of Variation. Killultagh Estates Limited will pay a premium of £5,000 in consideration of the Deed. The current rent of £113,500 per annum is due to be reviewed in January 2024.
	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>

3.12	None.
4.0	Appendices- Document Attached
	<p>Appendix 1 – Map showing the Dunmurry Station Footpath in green with the portion of the path that John Graham Construction Ltd are proposing to develop being shaded in yellow.</p> <p>Appendix 2 – Map showing Plot 84 Balmoral Estate</p>

Appendix '1'

OLD GOLF COURSE ROAD

BLACK'S ROAD

OLD GOLF COURSE

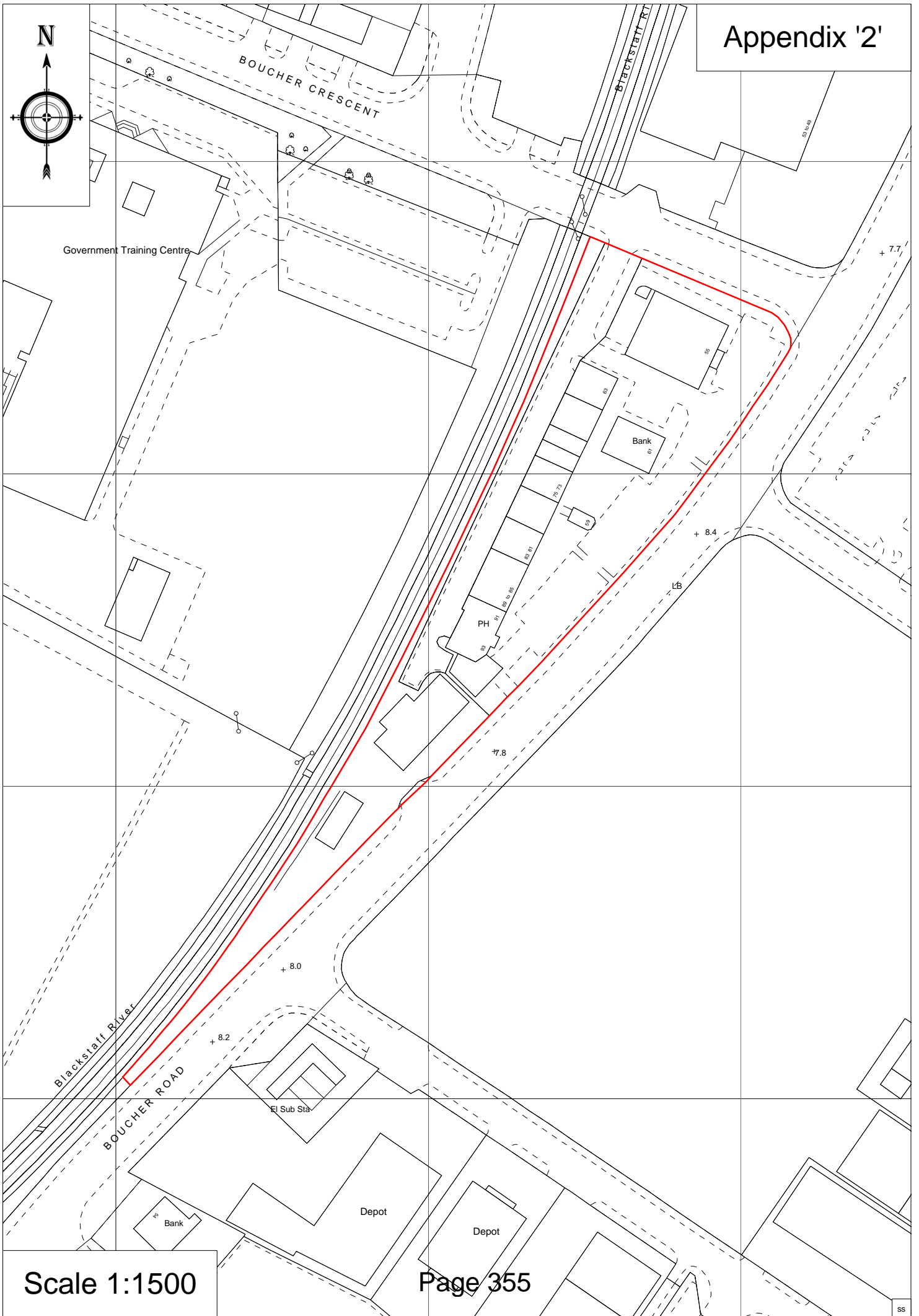
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Subject:	Contracts Update
Date:	17 th December 2019
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources
Contact Officer:	Noleen Bohill, Head of Commercial and Procurement Services

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to: <ul style="list-style-type: none"> seek approval from members for tenders and STAs over £30,000
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none"> Approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1). Approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 2).
3.0	Main report
	<u>Key Issues</u>
3.1	Section 2.5 of the Scheme of Delegation states Chief Officers have delegated authority to authorise a contract for the procurement of goods, services or works over the statutory limit

	of £30,000 following a tender exercise where the council has approved the invitation to tender
3.2	Standing Order 60(a) states any contract that exceeds the statutory amount (currently £30,000) shall 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.
3.3	Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation
	<u>Single Tender Actions (STAs)</u>
3.4	In autumn 2019, the Council conducted a procurement exercise (T1998) to provide catering at Belfast Castle (Lot 1), Malone House (Lot 2), The Stables Coffee Shop (Lot 3) and Belfast Zoo (Lot 4). Bids were received for Lots 1, 2 and 3 and these Lots have now been awarded but no bids were received for Belfast Zoo. The Contracts Concessions Regulations 2016 permit a direct award in the event of no bids being received in response to an advertised tender. Negotiations are underway with USEL, a social enterprise, to provide the service at Belfast Zoo. USEL have been selected as a potential service provider as they were recently awarded Lot 3 The Stables Coffee Shop and are a social enterprise, which will help assist the Council in achieving its Inclusive Growth/ Social Value aspirations. The current contract with Amadeus to provide catering at Belfast Zoo expires on the 3 rd January 2020.
	<u>Financial & Resource Implications</u>
3.5	The financial resources for these contracts are within approved corporate or departmental budgets
	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.6	None
4.0	Appendices – Documents Attached
	Appendix 1 - Table 1 Publically Advertised Tenders Table 2 Single Tender Actions (STA)

Table 1 – Publically Advertised Tenders

Title of Tender	Senior Responsible Officer	Proposed contract duration
Tender for the provision of Residentials for groups of youths on the PEACE IV programme (T2032)	Nigel Grimshaw	From award until 31 st December 2022
Tender for provision of energy management services (T1991)	Ronan Cregan	Up to 5 years
Tender for Provision of Civic Dignitaries Car (T2031)	Nigel Grimshaw	4 year lease
Tender for the manufacture, supply and installation of signage (T1943)	Nigel Grimshaw	Up to 3 years
Tender for the supply, fitting and maintenance of fire extinguishers	Sinead Grimes	Up to 3 years
Tender for Consultancy Services to Provide a Programme OBC for the Digital Projects within the Belfast Region City Deal	Ronan Cregan	Up to 1 year

Table 2 - Direct Award Contracts (Single Tender Action)

Title of tender	Supplier	Annual estimate
T1998 (b) - Tender for the Provision of Catering at Belfast Zoo	USEL	Up to £500,000 turnover per annum at the venue.

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Subject:	Brexit Committee – Commissioning of a Report
Date:	17th December, 2019
Reporting Officer:	John Walsh, City Solicitor and Director of Legal and Civic Services
Contact Officer:	Jim Hanna, Senior Democratic Services Officer

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.0	To consider a request from the Brexit Committee for funding for the Commissioning of a Report for the purpose set out in paragraph 3.1.
2.0	Recommendations
2.1	<p>The Committee is asked to</p> <ul style="list-style-type: none"> Consider the request from the Brexit Committee to approve expenditure for the commissioning of a report; and If the Committee is minded to approve the expenditure, agree that Council officers research the issue and then bring back a report on how it would be developed, resourced and led.
3.0	Main report
	<u>Key Issues</u>

3.1	<p>The Brexit Committee, at its meeting on 7th November, 2019, agreed:</p> <p><i>“The Committee requests that a report be commissioned to examine the opportunities for co-operation in economic development supporting good growth, inclusive growth and to outline an ambition to a just transition to a zero-carbon economy and economic infrastructure that could be developed in an all-Ireland context. This report should examine this having regard to relevant scenarios post Brexit or those that remain in play up to the date of withdrawal and also address the island of Ireland as a single economic unit.”</i></p>
3.2	At that meeting the Committee noted that it did not have a budget and any expenditure would have to be approved by the Strategic Policy and Resources Committee.
3.3	<p>This decision was ratified by the Council at its meeting on 2nd December.</p> <p><u>Financial & Resource Implications</u></p>
3.4	<p>To be determined by the Committee.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p>
3.5	None associated with this report.
4.0	Appendices – Documents Attached
	None.



Subject:	Minutes of Shared City Partnership Meeting on 2 nd December 2019
Date:	17 th December 2019
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Nicola Lane, Good Relations Manager

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to report to committee on the key issues discussed at the Shared City Partnership meeting held on 2 nd December 2019.
2.0	Recommendations
2.1	That the Strategic Policy & Resources Committee approve the minutes and the recommendations from the Shared City Partnership Meeting held on 2nd December 2019 including:
2.2	<p>PEACE IV</p> <p><u>CYP1 Tech Connects</u></p> <p>That pending receipt of a information from SEUPB in relation to CYP1, delegated authority be given to the Strategic Director of City & Neighbourhood Services in consultation with the Chairperson and Deputy Chairperson to agree the approach required to enable a timely action to be taken.</p>

2.3	<p><u>CYP3 On the Right Track</u></p> <p>To note the challenges, affecting project delivery, agreed the revised delivery target for 2020 And to agree a request to SEUPB to engage more fully with the 3 main codes.</p>
2.4	<p><u>BPR4 Belfast & the World</u></p> <p>To approve a maximum of 45 people (40 participants and 5 support staff, including the attendance of a maximum of 2 Council staff) to attend the EU study visit to Ypres, Belgium.</p>
2.5	<p>Notice of Motion - Srebrenica</p> <p>That a programme be drawn up which would involve inviting suitable representatives to Belfast, as recommended by Remembering Srebrenica, to engage with a number of stakeholders about Srebrenica, acknowledgement and justice, and the importance of anti-prejudice work.</p>
2.6	<p>District Council Good Relations Action Plan</p> <p>To note the update in relation to delivery and spend and the following funding allocations under the Shared and Safe spaces themes</p> <p>To approve that identified underspend of £23,000 in both of these programmes be allocated to the following proposals;</p> <ul style="list-style-type: none"> ○ £5,000 for inspection and site recommendations reports for the provision of bonfire beacons ○ £5,000 towards an programme focusing on prejudice and marking 25th anniversary of the Srebrenica genocide with remembering Srebrenica UK ○ £5,000 contribution to a significant piece of cross sectoral work to secure collective agreement on the strategic vision for the 'clean, green and safe' elements of work in the city centre. ○ £3,000 towards review of approach to supporting positive cultural expression ○ £5,000 to support the city wide initiatives which seek to inspire people from across the city to transform it for the peace and prosperity of all.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>The Shared City Partnership (formerly known as the Good Relations Partnership) is a Working Group of the Strategic Policy and Resources Committee which consists of Elected members and representatives from various sectors across the city. The minutes from the Partnership are brought before the Committee for approval on a monthly basis.</p>

3.2	<p>The key issues on the agenda at the December 2019 meeting were:</p> <ul style="list-style-type: none"> • Presentation on the Resilience Strategy • Update from PEACE IV Secretariat • Update from Peace IV Children and Young People • Update from PEACE IV Shared Spaces and Services • Update from PEACE IV Building Positive Relations • Update on Islamophobia Research • Update on Notice of Motion – Srebrenica • Stena Line Schools Intervention Project • District Council Good Relations Programme Action Plan 19/20 – Update and Reallocation. • Report back on District Council Good Relations Programme Events 19/20 • Upcoming events – December19/January 20 <p>More details regarding the above issues and recommendations are included in the minutes of the meeting attached in appendix 1.</p>
3.3	<p><u>Financial & Resource Implications</u></p> <p>All financial implications are covered through existing budgets</p>
3.4	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>The recommendations of the Partnership promote the work of the Council in promoting good relations and will enhance equality and good relations impacts.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 Copy of the minutes of the Shared City Partnership of 2nd December 2019.</p>

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SHARED CITY PARTNERSHIP

MONDAY 2nd DECEMBER, 2019

MEETING OF SHARED CITY PARTNERSHIP

Members present: Councillor Kyle (Chairperson); and
Alderman Rodgers and Councillor Verner.

External Members: Mr. J. Currie, Community and Voluntary Sector;
Dr. Y. Hanore, NI Inter-Faith Forum;
Ms. J. Irwin, Community Relations Council;
Mr. I. McLaughlin, Community and Voluntary Sector;
Superintendent K. McMillan, Police Service of Northern
Ireland;
Ms. H. McClay, Faith Sector;
Mr. M. O'Donnell, Department for Communities; and
Ms. A. M. White, British Red Cross.

In attendance: Ms. N. Lane, Good Relations Manager;
Mrs. M. Higgins, Senior Good Relations Officer;
Ms. A. Allen, Neighbourhood Services Manager; and
Mr. G. Graham, Democratic Services Assistant.

Apologies

Apologies for inability to attend were reported on behalf of Councillors M. Kelly, and Smyth and Ms. B. Arthurs, Ms. O. Bannon, and Ms. G. Duggan,

Minutes

The minutes of the meeting of 11th November were taken as read and signed as correct.

Declarations of Interest

No Declarations of Interest were reported.

Presentation on the Resilience Strategy

The Commissioner for Resilience provided the Partnership with information on the behaviour of resilient cities. She provided an outline of some of the key characteristics including the fact that they were connected resourceful and flexible willing to adapt to changing circumstances and able to look at past experience and learn from those experiences in new and innovative ways. The Working Group was provided with a list of previous incidents which had major implications for the functionality of the city, including amongst other things, the big freeze during 2010/11 and, more recently, the major fire at Bank Buildings in 2018.

The Partnership was provided with an overview of the many challenges facing the city such as its dependency on fossil fuels and segregation brought about by sectarian division. The members were reminded of the environmental shocks facing the city, including flooding and extreme weather events. The Commissioner referred to a range of

other issues for example, the need to prepare for climate change and the urgent requirement to invest in social housing stock to meet future population demands. She provided the Partnership with a vision for a resilient Belfast and the transition to a low carbon climate resilient economy within a generation.

The Commissioner provided an outline of the three resilience goals which were resilient to climate change, providing the city's youth with an active urban childhood and the provision of a connected city, incorporating sustainable transport infrastructure and the need to meet the city's economic, social and environmental goals,

The Partnership acknowledged the urgent need to tackle climate change, including the planting of trees to absorb carbon from the atmosphere. The members highlighted the need to involve citizens in the Council's resilience strategy and of the need to secure adequate resources to meet the demands associated with tackling climate change. The Commissioner informed the Partnership that a Community Planning Partnership had been established, the remit of which was to make the Council accountable for its actions on climate change.

The Partnership noted the Information which had been provided and thanked the Commissioner for her detailed and informative presentation. The Good Relations Manager undertook to circulate details of the forthcoming consultation on the Resilience Strategy to the members of the Shared City Partnership.

Update on PEACE IV

Update on Peace IV Secretariat

The Good Relations Manager provided an update on the progress in respect of the Peace IV Local Action Plan and its continued support for established and emerging projects. The members were informed that a programme wide work plan was being developed, including the Culture Café series, stating that there had been positive feedback in regard to the series of Arabic Culture café events. The Partnership was advised also that, owing to the success of the Culture Café events, a further programme of events comprising seminars and workshops was being developed and would be presented to the Working Group in January, 2020.

The Good Relations Manager reported that underspend proposals for the Shared Spaces and Services (SSS) and Building Positive Relations (BPR) themes, as agreed previously by the members, had been finalised prior to submission to the Special European Programmes Body (SEUPB) and that the Children's and Young People's (CYP) proposal in respect of its underspend was being progressed currently. It was reported that claims in respect of the period August- October 2019 totalling £ 383.662.52 would be submitted to SEUPB. It was reported further that the underspend of £302,000, which had been reported previously to the Shared City Partnership (SCP), could be explained, amongst other things, by a number of factors such as staffing and delays in planning approvals being granted.

Update on PEACE IV Children and Young People

The Partnership was provided with an update on a progress report which had been reported to the Shared City Partnership (SCP) in respect of the CYP theme of the PEACE IV Local Action Plan. The Good Relations Manager stated that implementation of the projects within the CYP theme was continuing, all of which were supported by the PEACE IV team. She reported that both the CYP2 and CYP4 projects were performing well. In

regard to the CYP1 Tech Connects project. The Good Relations Manager provided a further update and advised that the Council was waiting on a response from SEUPB. The Partnership was asked to recommend to the Strategic Policy and Resources Committee that, pending receipt of information from SEUPB, delegated authority be given to the Strategic Director of City and Neighbourhood Services, in consultation with the Chairperson and Deputy Chairperson, to agree the approach required to enable a timely action to be taken.

In regard to CYP3 On The Right Track – Sports Element, it was reported that the project had been accelerated to meet the target of 720 participants to meet the 2018 and 2019 combined targets which had proved challenging to achieve and was unlikely to be achieved in 2020. However, a revised implementation proposal was presented to the Partnership to address that issue.

Members agreed to note the challenges affecting project delivery, agreed the revised delivery target for 2020, and to agree a request from SEUPB to engage more fully with the three main codes.

In regard to CYP5 - NIHE Local Area Network Partner Delivery, she indicated that implementation of the project was being monitored closely and that the pace of delivery in respect of the project was increasing. The Good Relations Manager stated that the uptake of PEACE IV projects in East Belfast had been relatively low and that the SCP representative for East Belfast Community Development Association had facilitated discussions with the Youth Practitioners Forum. She stated that the meeting had been positive and had generated interest from a range of groups for future participation in PEACE IV events.

Update on PEACE IV Shared Spaces and Services

Mr. G. Stewart, McCadden Design, attended in connection with this item and was welcomed by the Chairperson.

The Good Relations Manager provided the SCP with a progress report in respect of the SSS theme of the PEACE1V Local Action Plan. She reported that implementation of the SSS capital and programming element was continuing on a phased basis and that the current focus was on sections two and three located at Springfield Dam, Springfield Park Paisley Park and INI sites. It was reported that progression of section 4 would be located at Bog Meadows

The members were informed of the need to create an iconic network of shared open spaces which would facilitate reconciliation and interaction between divided communities and would assist also in the provision of a catalyst for social and economic regeneration for local neighbourhoods. The members were informed that after the presentation by McCadden Design they would be required to recommend a branding design for the project which complimented the branding options associated with the reconnected Open Spaces project. She reported that it was proposed that the capital works at Springfield Dam would commence in January 2020 with a projected handover date of June 2020.

The members were provided with a number of options in regard to the branding associated with the project. The Chairperson of the Partnership thanked Mr. Stewart for his detailed and informative presentation and he departed from the meeting.

The Partnership was content with the theme on common ground, but felt that the names which were presented were not in keeping with either community ownership or the environment within which the proposed project would be developed. The Partnership recommended that the matter be deferred to allow or further options to be brought forward for consideration.

Update on PEACE IV Building Positive Relations

The Good Relations Manager reported that the four projects associated with the Building Positive Relations were continuing including;

BPR1 - Cross Community Area Networks

BPR2 - Creative Communities Project

BPR3 - Transform for Change Project

BPR4 - Belfast and the World

BPR5 - Traveller and Roma elements of Supporting Connected Communities and

BPR – Cinematography – the Belfast Peace Journey

In respect of the BPR4 project, the Partnership was informed that a EU study visit to Ypres in Belgium would focus on historical sites in regard to the legacy of the first World War. The members were advised that the Council was in the process of coordinating its activities through a number of Service Level Agreements with suitable partner organisations in regard to supporting Connected Communities, relevant to the Traveller and Roma communities. The Good Relations Manager stated that, in regard to the Belfast Peace Journey, the contract to film had been awarded and that the project initiation was due to commence on 4th December, 2019.

The Partnership noted the information which had been provided and agreed that a maximum of forty five people (forty participants and five support staff, including a maximum of two Council Officers) attend the European Study Visit to Ypres, subject to the approval of the Strategic Policy and Resources Committee

Update on Islamophobia Research Paper

The Good Relations Manager submitted the undernoted report in regard to research undertaken on the experiences from the Muslim community in Belfast.

“1.0 Purpose of Report or Summary of main Issues

- 1.1 Members will recall at their meeting in August 2019 a report was provided on the recommendations from research that the Good Relations Unit commissioned to understand the experiences of people from the Muslim community in Belfast.**
- 1.2 The purpose of this paper is to provide members with an update on actions that will be taken forward to support matters arising from the research and from the action within**

the current Good Relations Plan to provide an range of tailored interventions to address issues of hate crime.

2.0 Recommendations

- 2.1** Members are asked to note the contents of the report which supports the commitment in the Good Relations Action Plan ‘to provide a range of tailored interventions to address issues of hate crime, sectarianism and racism across Belfast’.

3.0 Main report

- 3.1** In March 2018 the Institute for Conflict Research was commissioned to research and provide a report on the following:

- 1)** the experiences of people from the Muslim community in Belfast in relation to anti- Muslim hate / discrimination
- 2)** the impact of anti-Muslim hate / discrimination at an individual and community level in Belfast
- 3)** how widespread anti-Muslim crimes / incidents / bias / discrimination are, whether there are patterns of perpetration
- 4)** the role of online activity in terms of anti-Muslim hate
- 5)** clarity on what is known about those who commit anti-Muslim hate crime / incidents, what role if any, is played by organised groups
- 6)** Recommendations on how people from the Muslim community can be supported to report incidents / crimes / discrimination
- 7)** To provide an overview of the completed research to relevant Council committees.

- 3.2** In August members of the Shared City Partnership were briefed in relation to the findings of the report.

- 3.3** Following on from the report officers have met with various representatives and people from the Muslim community to brief them on the report and to seek recommendations on what initiatives they would like to see the Council take forward.

- 3.4** Through these meetings the following suggestions were made

- 1)** A comprehensive training opportunity for community workers and other partners to skill them to recognise what constitutes Islamophobia and how to interrupt

- 2) Enhanced opportunities, through good relation projects, to support better contact between Muslim and non-Muslim communities
- 3) Greater visibility for events such as Eid and their potential to bring communities together
- 4) Support for more localised opportunities within neighbourhoods to bring neighbours together to celebrate Eid and other festivals such as the one funded by the Council in the Holylands which brought neighbours together for a street festival to celebrate Eid.
- 5) Support for Arabic cultural festivals / Arabic bazars in parks and other City facilities
- 6) Activities highlighting the diversity of the Muslim Community in Belfast
- 7) Greater visibility in the City Centre for Arabic festivals such as shop mannequins dressed in headscarves during Ramadan, City Hall lit up to mark the end of Ramadan, Arabic Exhibitions / lectures and events
- 8) Greater visibility of people from the Muslim community in Council messaging material.

3.5 To take forward the above recommendations and those arriving from the report, Officers are researching the market for available dedicated training programmes to promote better dialogue and understanding in relation to Islamophobia. The training would be targeted specifically at leaders within communities and statutory agencies and leaders within the Muslim community .

3.6 The training would include:

- an overview of what is anti-Muslim hatred
- what are the demographics of perpetrators and victims
- what are trigger points
- an outline of far right groups and connections / links between far-right groups in England and Belfast
- an understanding of gendered and intersectional hate
- online anti-Muslim trends – what they are, who is behind them and extremist networks
- what victims can do to help themselves online
- what Mosques and Islamic institutions can do to help themselves
- understanding the link between anti-Muslim hate and the promotion of extremism
- online campaigns tackling anti-Muslim hate
- ensuring reporting by victims
- developing the skills of participants to interrupt anti-Muslim sentiment.

3.7 The report and conversations with people from a Muslim background also recommended that Belfast City Council should consider ways to encourage and support relationship

building and cultural awareness programmes and activities involving local community organisations and groups representing the Muslim community as part of a process of reducing hate crimes and hate speech.

3.8 The Good Relations Unit will be undertaking a number of initiatives to support the above, this includes:

- **Development of Living Library initiative:** The development of a Living Library programme involving women from a Muslim background. This informal structure will open up opportunities for other communities and individuals to meet people from a Muslim background, to engage in casual discussions and to hear the diverse experiences and stories of people from the Muslim community.
- **DiverseCity:** Through the DiverseCity project regular opportunities will be created for people from Belfast to visit the Islamic Centre. These visits are an excellent opportunity for individuals to visit an Islamic Centre, to ask questions about the Muslim community in Belfast, to understand aspects of Islam and to observe prayer. In addition people from the Muslim community will also be encouraged to get involved with other events from the DiverseCity programme to enhance their familiarity with other communities and cultures in Belfast.
- **Visit my Mosque Day:** The good relations unit will also support the Belfast Islamic Centre and NI Muslim Family Association to promote their annual 'Visit my Mosque Day' to wider audiences in Belfast.
- **Eid celebration:** The good relations unit will also work with the Belfast Islamic Centre, NI Muslim Family Association and other organisations such as the Somali Association to develop ways to open up EID celebrations as a means of supporting better contact and understanding between Muslim and Non-Muslim communities. Opportunities will also be created through the Lord Mayor's office to mark EID.
- **Interagency monitoring:** The Good Relations Unit and South Belfast Round Table, with other partner organisations, will be developing a structure based on the Roma Tension Monitoring Model. The proposed structure will bring together inter-agency partners to monitor and take actions to support the Muslim community and to promote better prevention and reporting of hate crime.
- **Arabic Festival:** The good relations unit will explore with Culture and Arts and Events opportunities as to

how the Council can support festivals such as Eid and develop opportunities to celebrate Arabic Culture through bazars, exhibitions and the arts.

Financial & Resource Implications

Proposals arising from this paper will be covered within the annual Good Relations Action Plan and relate specifically to the action around providing a range of tailored interventions to address issues of hate crime, sectarianism and racism across Belfast, 75% of which is recouped by the Executive Office under the District Council's Good Relations Programme.

Equality or Good Relations Implications

The actions in this report relate to commitments made in the Good Relations Action Plan to provide a range of tailored interventions to address issues of hate crime, sectarianism and racism across Belfast."

The Senior Good Relations Officer reported that officers from the Council had been engaged proactively with representatives from The Muslim community to explore what initiatives the Council might promote. The Partnership was advised that it was the intention of the Council to appoint an external organisation, Faith Matters, to deliver a targeted, focussed training programme, as there was not currently the expertise, within the province, to provide the necessary elements required.

The Working Group noted the information which had been provided.

Update on Notice of Motion – Srebrenica

The Good Relations Manager reminded the Partnership of the motion in regard to the Srebrenica genocide and which had been referred to the Strategic Policy and Resources Committee. It was reported that at the meeting of the Strategic Policy and resources Committee on 22nd November, 2019, it had been agreed:

- That officers Liaise with Remembering Srebrenica to ascertain their plans for the commemoration of the 25th anniversary in 2020
- That officers work, in partnership with representatives from Remembering Srebrenica, to determine how this period could be marked in Belfast
- That any proposals be brought to the Shared City Partnership in the first instance for discussion, given the remit of the Partnership in regard to the subject matter.
- The Partnership was provided with information on the background to the Srebrenica genocide in July 1995 when in excess of 8,000 Bosniaks, mostly Muslim, were killed. The members were informed that the major anniversary in connection with the genocide would be held in 2020 in Ballymena. The Good Relations Manager stated that

officers from the Council were liaising with Remembering Srebrenica to examine the possibility of delivering a programme in March 2020 which would involve representatives of Srebrenica coming to Belfast to acknowledge the importance of justice and the significant impact of anti-prejudice work, The Working Group was advised also that the TEO had requested the Council to partner them to deliver and host International Remembrance Day in January 2020.

The Partnership noted the information which had been provided and endorsed the programme of events outlined, subject to the approval of the Strategic Policy and Resources Committee.

Stena Line Schools Intervention Project

The Partnership was provided with an update on the collaborative schools intervention project which was supported by Stena Line, Belfast City Council and the Education Authority

It was reported that in March 2019, the Council had agreed to accept the gift of a Knotted Gun, donated by the Olsson family and which was sited in Girdwood. As a result of the Council accepting the gift, it was reported that Stena Line had made a commitment to invest £25,000 per year over a three period in a programme for children and young people delivered through schools which would look at the issue of non-violence. It was reported also that officers from the Council had met with representatives from the Education Authority and that a partnership approach had been agreed between those organisations, thereby ensuring additional funds would be made available through the Education Authority. It was reported also that the Council would be making a financial contribution of £40,000 over a three year period towards the project, through the District Council Good Relations Programme (DCGRP) Action Plan,

The Good Relations Manager stated that an advisory Group would be responsible for the management of the project and that it would report back to the Partnership on a quarterly basis.

The Partnership noted the information which had been provided.

District Council Good Relations Programme Action Plan 2019/20 – Update and Reallocation

The Senior Good Relations Officer submitted the undernoted report in respect of the delivery and spend to date in regard to the DCGRP action Plan 2019/20.

“1.0 Purpose of Report or Summary of main Issues

- 1.1 To provide an update on delivery and associated spend to date in relation to the District Council Good Relations Programme (DCGRP) Action Plan 19/20 and present recommendations for reallocation of funding to projects that will meet the aims of the Action Plan.**

2.0 Recommendations

- 2.1 To note the update in relation to delivery and spend and the following funding allocations.**

Interface programme (BCC 7)

- £8,000 towards reimaging gates at Woodvale Avenue

Shared Space programme (BCC 8)

- £8,500 towards shared space programme in the Suffolk area
- £5,000 towards repair of artwork on Lepper street

To recommend to the Strategic Policy and Resources Committee that they approve that identified underspend of £23,000 in both of these programmes be allocated to the following proposals;

- £5,000 for inspection and site recommendations reports for the provision of bonfire beacons
- £5,000 towards an programme focusing on prejudice and marking 25th anniversary of the Srebrenica genocide with remembering Srebrenica UK
- £5,000 contribution to a significant piece of cross sectoral work to secure collective agreement on the strategic vision for the 'clean, green and safe' elements of work in the city centre.
- £3,000 towards review of approach to supporting positive cultural expression
- £5,000 to support the city wide initiatives which seek to inspire people from across the city to transform it for the peace and prosperity of all.

3.0 Main report

Key Issues

- 3.1 Following a review of progress in relation to delivery of the 19/20 DCGRP Action Plan officers can report that claims for Q1 and Q2 have been submitted and processed by TEO. Payments of £266,208 have been made to Belfast City Council for this period, which represents 100% spend.
- 3.2 Projected spend estimates are on track for most programmes but as reported in November four projects have had delayed delivery. These are
- BCC5 – Schools Intervention Project
 - BCC6 – GR Approach to Hate Crime
 - BCC 7 – Interface Programme
 - BCC8 – Shared Space Programme
- 3.3 A detailed update on BCC 5 is provided in a separate paper and officers are confident that there will be no issues in

relation to meeting projected project delivery and spend by March 2020.

- 3.4 A significant element of BCC 6 relates to actions that will be brought forward by the Islamophobia research which was previously presented to the Shared City Partnership. A detailed update on BCC 6 with identified delivery programmes is provided in a separate paper and officers are confident that there will be no issues in relation to meeting projected project delivery and spend by March 2020.
- 3.5 From 2017/18, the Action Plan has included dedicated programmes in relation to Shared Space and Interfaces but there have been ongoing challenges in relation to spend for these programmes. Feedback suggests that there are a number of reasons for this including the sensitive nature of this work and ongoing engagement which is required to support development of proposals.
- 3.6 In addition, the International Fund for Ireland's Peacewalls programme provides substantial funding to a range of organisations involved in delivery of this work. DoJ and NIHE also provide financial support for physical transformations in interface areas.
- 3.7 The emerging Good Relations Audit contains some recommendations in relation to future approaches to Interface working and will be reported in more detail at the January meeting for members' consideration.
- 3.8 **BCC 7, Interface programme**
- This programme included plans to work with communities in Greater Whitewell/Whitecity to develop ongoing cross community contact following the transformation of an interface barrier at the Serpentine Road and development of a new play park in Navarra place which opened in September of this year. Delays in completion of the physical project as well as staff changes have had an impact of delivery of an ongoing good relations project. Officers continue engagement with the communities here and will support ongoing good relations work. However, it is unlikely that there will be significant delivery prior to March 2020.
- 3.9 Officers have had ongoing engagement with Belfast Interface project in relation to the development of new technology that could be used to visualise potential physical transformations in Interface communities but it is unlikely that there will be potential to progress this work prior to March 2020.
- 3.10 5 proposals have been received for Cross Community Interface events at the following locations:

- Duncairn Community Partnership – McCrory Hall, Duncairn Gardens
- Forthspring Inter-Community Group – Forthspring (Springfield Road)
- Lower Oldpark Community Association – Girdwood
- Twaddell/Ardoyne/Shankill Communities in Transition – Ardoyne Ambulance Station
- Springfield Star – Blackmountain

The above groups will receive a £500 contribution towards a cross-community Christmas Goodwill event at the interface to promote shared space.

3.11 Through engagement on the Peace IV Shared Space capital project officers have identified the potential to enhance that capital bid with a proposal to develop existing gates at Woodvale Avenue.

3.12 At present there is an anticipated underspend of £8,000 within the overall Interface Programme.

BCC 8 Shared Space programme

3.13 Staff engagement with Suffolk Community Forum (SCF) has developed a programme using the tradition of flax growing and linen as a means of supporting meaningful and purposeful cross community relationships between residents of Suffolk and Lenadoon. The overall aim of the project is to increase cross community contact and the use of shared space through engaging participants in traditional crafts and activities.

This project would be delivered on a cross community basis and will be completed by March 2020. Costs for the project are £8,500. A detailed project brief is attached in Appendix I.

3.14 Officers have also received a request to repair an artpiece that was developed on Lepper Street, just off the Duncairn Gardens which assisted in the reimagining of the area and creation of a more shared space through our Peace III programme. DoJ are undertaking extensive physical works in this area to replace a solid fence with palisade fencing and the refurbishment of this artpiece would enhance and complement the impact of this work. Costs will be £5,000. A detailed project brief is attached in Appendix II.

3.15 At present there is an anticipated underspend of £8,000 within the overall Shared Space Programme.

3.16 All activity delivered through the DCGRP Action Plan must reflect the Together: Building a United Community strategy and support local approaches to identified good relations needs. The programme is co-funded by TEO (75%) and Belfast

City Council (25%) through the District Council Good Relations Programme.

A total underspend of £23,000 has been identified for 19/20 in both BCC7 and BCC8 . Officers have identified the following pieces of work that can be undertaken to ensure delivery in relation to the T;BUC Themes:

- **£5,000 for inspection and site recommendations reports for the provision of bonfire beacons. This work is required on an annual basis, if costs are taken from the 19/20 programme it will provide an additional resource for Interface programmes in 20/21**
- **£5,000 towards an programme focusing on prejudice and marking 25th anniversary of the Srebrenica genocide with remembering Srebrenica UK**
- **£3,000 towards review of approach to supporting positive cultural expression**
- **£5,000 contribution to a significant piece of cross sectoral work to secure collective agreement on the strategic vision for the ‘clean, green and safe’ elements of work in the city centre. This will be an opportunity to ensure that a key piece of policy development ensures consideration of good relations outcomes in the regeneration and promotion of the city centre.**
- **£5,000 to support the city wide initiatives which seek to inspire people from across the city to transform it for the peace and prosperity of all.**

3.17 Financial & Resource Implications

The changes contained in this report will support the achievement of full spend and delivery targets for 19/20. All activity can be delivered within existing budgets.

3.18 Equality or Good Relations Implications

All activity is aligned with one of the four Good Relations Outcomes within the Action Plan, which has been screened for equality, good relations and rural needs, and screened out.”

The Partnership noted the information which had been provided and asked if the repair work undertaken in respect of damage to the artwork at Lepper Street was a one off intervention, or whether such restoration work would be undertaken in all similar circumstances. The Senior Good Relations Officer stated that the restoration work referred to, was a one off intervention and stated that she would research what other actions, including the use of more durable materials, to reduce the impact of similar vandalism to artwork throughout the city.

The Partnership recommended also to the Strategic Policy and Resources Committee that they approve the identified underspend of £23,000 in both of these programmes be allocated to the following proposals;

- £5,000 for inspection and site recommendations reports for the provision of bonfire Beacons.
- £5,000 towards a programme focusing on prejudice and marking the 25th anniversary of the Srebrenica genocide with Remembering Srebrenica UK.
- £5,000 contribution to a significant piece of cross sectoral work to secure collective agreement on the strategic vision for the 'clean, green, and safe' elements of work in the city centre.
- £3,000 towards review of approach to supporting positive cultural expression.
- £5,000 to support the city wide initiatives which seek to inspire people from across the city to transform it for the peace and prosperity of all.

Report back on District Council Good Relations Programme Events 2019/20

The Good Relations Manager provided the Partnership with an update on events which had been delivered through the 1919/20 DCGRP outside of the planned programmes, such as Diversecity and Decade of Centenaries. She referred to a number of events held in September 2019 in support of the TASCIT group which had facilitated a number of visits to Belfast City Council as part of their 'Challenging Conversations' Course. She reported that twenty residents from the Ardoyne, Woodvale and Glenbryn area of the city had attended the meeting and received information from officers of the Council on the work undertaken to support the integration of new communities in Belfast, in addition to the Council's approach to contentious issues, such as bonfires. It was reported that Councillors Kyle and Magennis had hosted the event in the City Hall.

The Good Relations Manager reported that The Executive Office (TEO) District Programme Manager had addressed a Good Relations organised event for groups receiving grant funding and provided an overview of the context in which the Together; Building a United Community (T;BUC) operated. Staff from the Good Relations Unit had provided an update on the Good Relations Strategy, including the ongoing audit and the new framework which had been put in place to support their work. The Good Relations Manager reported that feedback from the event had been positive with fifty one groups represented and that it had planned to host a further event in April 2020.

Noted.

Upcoming Events – December 2019/January 2020

The Partnership was provided with a list of future upcoming events including;

- Grand Culture Café Winter Edition – Peace IV
- Visit to Belfast Jewish Synagogue;
- Holocaust Memorial Day Commemoration and
- Visit to Ballynafeigh Orange Hall

Noted.

Date of next Meeting

The Partnership agreed that its next meeting would be held on Monday, 13th January at 1:30 p.m.

Chairperson

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Subject:	International Women's Day 2020
Date:	17 December 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Lisa McKee, Democratic Services Officer Bridgeen O'Neill, Equality and Diversity Support Officer

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The Committee is requested to note the information regarding the International Women's Day event, which will be held on 7 March 2020.
2.0	Recommendations
2.1	It is recommended that the Committee <ul style="list-style-type: none"> Notes the contents of this report.
3.0	Main report
3.1	<u>Key Issues</u> The Council, at its meeting on 2 December 2013 unanimously passed the following Notice of Motion: <p>“International Women's Day on 8th March is acknowledged globally as a day on which to celebrate the achievements of women across the world. For the past four years,</p>

	<p>the women's sector in Belfast has marked this special day with a public rally to the City Hall. This public event would be a simple way of demonstrating our acknowledgement of this special day and pledging our commitment to working towards greater equality of opportunity for all women in Belfast".</p>
3.2	<p>At a meeting of the Strategic Policy and Resources Committee on 24 January 2014 it was recognised that this was likely to be a recurring annual expenditure and approval for this expenditure has been agreed through the Gender Action Plan budget.</p>
3.3	<p>The 2020 event will take place on 7 March, with the rally arriving at City Hall at 1pm for speeches, music etc on the cobbled area outside the front gates of the City Hall. The theme of the 2020 event is "Rights in Sight". There will be a light lunch for 200 people in the City Hall at the close of the rally.</p>
3.4	<p>The Women's sector in Belfast should maintain its support for the International Women's Day and has provided estimated costs for similar provision this year.</p>
	<p><u>Financial & Resource Implications</u></p>
3.5	<p>It is expected that the Council funding contribution will be allocated to cover costs of a temporary stage and sound system for the public rally and a lunch for 200 participants in the City hall following the rally (similar to costs covered for the 2019 event). The budget of £6,500 will be provided through the Gender Action Plan budget.</p>
	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p>
3.6	<p>The purpose of the proposal in this report is to assist the Council to meet its equality and diversity aspirations. This proposal has been agreed following an initial meeting with the organisers of International Women's Day. It is in line with the Council's stated aims as set out in its gender equality action plan.</p> <p>We do not consider this initiative to have relevance to the social and economic needs of persons living in rural areas.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>None</p>

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Subject:	Equality and Diversity: Quarter 2 Equality Screening and Rural Needs Outcome Report
Date:	17 December 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Lorraine Dennis, Equality and Diversity Officer Lisa McKee, Democratic Services Officer

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	To provide members with a summary of equality screenings and rural needs impact assessments for Quarter 2 July to September 2019.
2.0	Recommendations
2.1	The Committee is asked to <ul style="list-style-type: none"> note the contents of the report.
3.0	Main report
	<u>Key Issues</u>
3.1	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	The Equality Commission for Northern Ireland also recommends that, once a policy has been screened and it has a major potential to impact on equality of opportunity and good relations, then it should be subjected to an EQIA. An EQIA is a thorough and systematic analysis of a policy, whether that policy is formal or informal and, irrespective of the scope of that policy or the size of the public authority. The primary function of an EQIA is to determine the extent of any differential impact of a policy upon the section 75 categories and to determine if the differential impact is adverse. An EQIA can assist in decision-making and improve policy making by adding to the evidence base available.
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 July to September 2019 is attached at Appendix 1 .
	<u>Financial & 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.
4.0	Appendices – Documents Attached
	Appendix 1 - Quarter 2 Screening Outcome and Rural Needs Impact Assessment Report



Belfast
City Council

**Equality Screening Outcome Report and Rural Needs Impact
Assessment**

July to September 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 regard 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 July to September 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

The templates detail 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
City Hall
Belfast
BT1 5GS
Direct Line 02890 270555
or 028 90 320202 ext 6310
email: equality@belfastcity.gov.uk or 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

Equality Impact Assessments (EQIAs)

We have also added for notation purposes details of those EQIAs which are currently being undertaken by the Council.

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 July to September 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
Development of an Openspaces and Streetscene structure leading to restructuring of the current Parks and Street Cleansing Services	This is an employment process developed to facilitate organizational change and will therefore have no impact on residents living in rural areas	Screened Out – No EQIA necessary (no impacts) Contact: Helen Devlin ext 6462
Waterworks Pitch (Westland)	This policy is specific to an urban site and will have no impact on residents living in rural areas	Screened Out –Mitigating Actions (minor impacts) Contact: Cormac McCann ext 3421

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Belfast
City Council

Subject:	Requests for use of the City Hall and the provision of Hospitality
Date:	17 December 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	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 ☐

1.0	Purpose of Report
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 2 December 2019 which appear to the Function Management Unit to comply with the criteria previously established by the Committee and are recommended for approval.
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none"> approve the recommendations made in respect of applications received up to 2 December 2019 as set out in the attached appendix.
3.0	Main report
	<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, 23rd June 2017, 23rd June 2019 and 25th October 2019.</p> <p><u>Key Issues</u></p>
3.4	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.
3.5	The schedule attached at Appendix 1 covers a number of applications for functions, which are scheduled for 2020 and 2021 and are included in order to permit the organisers to commence their event planning and communications activity as early as possible.
3.6	It should be noted that one of the applications received has been dealt with by means of the authority delegated by the Committee to the City Solicitor because of the very short timescale involved, and is included in the schedule for information only.
	<u>Financial & 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 and Good Relations / Rural Needs Implications</u>
3.8	There are no direct good relations, equality or rural needs implications arising from this report.
4.0	Appendices – Documents Attached
	Appendix 1 - Schedule of Function requests received up to 2 December 2019.

DECEMBER 2019 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2020 EVENTS						
Compassion Belfast	8 January 2020	2020 Clearing the Vision – Launch of collaborative working across 5 Christian denominations to develop a clear vision for engagement with the Belfast Agenda. Numbers attending – 500	B, C & D	No (Charity)	Yes, Tea Coffee and Biscuits	<i>Approved by Delegated Authority</i> Approve No Charge Tea and Coffee Reception
Herstory	2 February 2020	Herstory International Light Festival Reception – Welcome reception to mark the illuminate event celebrating women through history taking place at City Hall, pending approval at December SP&R. Numbers attending – 60	C	No (Voluntary)	Yes, Tea Coffee and Biscuits	Approve No Charge Tea and Coffee Reception
Equality Commission for Northern Ireland	26 February 2020	Recognition Event to mark 20th Anniversary – celebratory event to recognise the achievements of the organisation over its 20 year history. Numbers attending – 150 – 180	C	Charge £300 (Public Body)	No Hospitality (Public Body)	Approve Charge £300 No hospitality
Dementia NI	28 February 2020	5th Anniversary Celebration – celebration event to mark achievements of the charity over its 5 year history. Numbers attending – 150	C & D	No (Charity)	Yes, Tea Coffee and Biscuits	Approve No Charge Tea and Coffee Reception
European Youth Parliament	2 March 2020	NI Regional Session of Youth Parliament - teams of secondary students debate and present their ideas and solutions on current topics. Numbers attending – 60	B & D	No (Charity)	No (they provide their own lunches for attendees)	Approve No charge No hospitality

DECEMBER 2019 CITY HALL FUNCTION APPLICATIONS

Dunlewey Addiction Services	5 June 2020	Celebrating Recovery – Dinner to mark achievements of service users who have recovered from addiction through services offered by the organisation. Numbers attending – 300	C & D	No (Charity)	Yes, Soft Drink Reception	Approve No Charge Soft Drink Reception
Suicide Awareness & Support Services	6 or 13 June 2020	20th Anniversary Celebration – dinner to mark the successful work of the organisation over its 20 year history. Numbers attending – 400	C & D	No (Charity)	Yes, Wine Reception	Approve No Charge Wine Reception
Labour Relations Agency	9 September 2020	International Labour Relations Agencies Pre- Conference Reception and Dinner – reception and dinner to mark start of a one day conference taking place in Belfast. Numbers attending – 50	A & B	Charge £300 <i>(Public Body)</i>	No Hospitality <i>(Public Body)</i>	Approve Charge £300 No hospitality
2021 EVENTS						
British Nuclear Medicine Society	25 May 2021	BNMS Annual Awards Dinner – welcome dinner linked to 3 day conference taking place in ICC Belfast. Numbers attending –150	A & B	No <i>£300 waived due to links with Visit Belfast</i>	No Hospitality	Approve No Charge No hospitality



Subject:	Herstory International Light Festival 2020
Date:	17 December 2019
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Aisling Milliken, Functions and Exhibition Manager

Restricted Reports	
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"/>

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

1.0	Purpose of Report
1.1	To consider a request for the Herstory International Light Festival for the use of City Hall façade and grounds for an illumination project on Sunday 2 nd February 2020.
2.0	Recommendations
2.1	The Committee is recommended to; <ul style="list-style-type: none"> approve the application for use of the City Hall for this unique illumination and projection event.
3.0	Main report
3.1	<u>Background</u> The Herstory Light Festival is an annual global event celebrating women and equality. The 2020 Herstory Light Festival takes place over Friday 31st January – Monday 3rd February 2020.

3.2	The 2020 Herstory Light Festival will feature a special celebration of Northern Ireland's peace heroines and the United Nations Headquarters in New York will be illuminated in their honour.
3.3	"Women's achievements and struggles have been lost in the shadows for too long, resulting in global inequality and a regression of women's rights. That's why Herstory is harnessing the alchemical power of light, to celebrate women and equality, spotlight inequality, and create visions for a World of Equals." - <i>Melanie Lynch, Founder of Herstory</i>
3.4	<p>The project will:</p> <ol style="list-style-type: none"> 1. raise awareness of the achievements of women in Northern Ireland 2. encourage support for women in Northern Ireland 3. inspire and motivate young people 4. bring community groups together 5. increase an appreciation for the role of the arts
3.5	<p><u>Key Issues</u></p> <p>Herstory organisers seek permission to project portrait images onto one side of City Hall façade on the evening of 2nd February 2020.</p>
3.6	<p>A specialised company called Nightlight from Dublin will manage the project and linked in with Council's Property Maintenance Unit in terms of the Council's illumination system. A special 10,000 lumen laser projector will be placed in City Hall grounds and a small crew will be onsite to manage the projection from 6pm to 10pm.</p>
3.7	<p>The portraits for illumination are the creation of artists, Belfast College of Art students and school children in NI. The artwork will cover the following themes:</p> <p>mythology and ancient goddesses; remarkable NI women from the sectors of science, arts, sport; 'everywoman' the unsung heroines of our everyday life- mother, grandmother, aunt, friend; and the NI Peace Heroines.</p>
3.8	The final illuminations will be based on the quality of the artwork and the technical illumination process.
3.9	Renowned local artist Colin Davidson has confirmed his involvement with the project and some of his famous portraits will be illuminated and projected onto City Hall.

3.10	The project and event will be supported by a marketing campaign with public along with participating groups and schools invited to City Hall grounds to view the portraits projected onto City Hall.
3.11	Herstory organisers, along with Women in Business, hope to host a reception in City Hall on the evening of 2 nd February 2020 to acknowledge the support and involvement of various group to deliver Herstory. An application for use of City Hall function rooms has been received and will be presented in the monthly function report for committee approval.
3.12	<p><u>Financial & Resource Implications</u></p> <p>There will be no cost to the Council in approving this request and no charge to the organisers for use of the City Hall grounds and façade.</p>
3.13	<p><u>Equality or Good Relations Implications/Rural Needs Implications</u></p> <p>This proposal will assist the Council meeting its equality and diversity aspirations.</p>
4.0	Appendices – Documents Attached
	None

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Subject:	Request for use of City Hall by Belfast Children's Festival
Date:	17 December 2019
Reporting Officer:	John Walsh, City Solicitor and Director of Legal and Civic Services
Contact Officer:	Aisling Milliken, Functions and Exhibition Manager

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	To consider a request from Young at Art, organisers of the Belfast Children's Festival, for the use of City Hall on Sunday 8 March 2020.
2.0	Recommendations
2.1	The Committee is requested to: <ul style="list-style-type: none"> 1. Authorise Young at Art to use City Hall on 8th March 2020 for activities programmed as part of Belfast Children's Festival 2. Agree to waive the fee for hire for this event
3.0	Main report
3.1	<u>Key Issues</u> Members will be aware that requests for the use of City Hall are normally dealt with under the authority delegated by the Committee to the Director of Legal and Civic Services using criteria agreed for this purpose. Occasionally however, it is necessary to place such requests

	directly before the Committee, for example for large scale events in the City Hall or its grounds and the request set out below falls into this category.
3.2	A request has been received from Belfast-based Young at Art, for the use of City Hall on 8 th March for the purpose of hosting free events programmed as part of the Belfast Children's Festival 2020. The Council granted permission for a similar event in previous years.
3.3	The event will be free to participants and the organisers estimate up to 500 people (majority families) would be in attendance.
3.4	The organisers are Young at Art, a Belfast based charity and one of Northern Ireland's leading children's arts organisations. They are the creators of the Belfast International Children's Festival and Young at Art Events . From its base in Belfast's city centre, Young at Art coordinates an award winning international festival for young people, and an events agency, and a wide variety of projects that encourage children and young people under 18 to enjoy the arts. Belfast City Council currently contributes multi annual funding to the organisation via Place & Economy Department (Tourism, Culture and Arts).
3.5	Young At Art will provide all stewarding/marshalling staff, first aiders and would comply with the usual conditions including indemnities for damage and submission of a formal event-management plan etc. Staff from Place & Economy Department will liaise with the organisers and City Hall Function Management Unit formally in advance of the event, to ensure that the event runs smoothly.
3.6	The event would take place in various spaces and rooms within City Hall from 10am until approximately 5pm and would be open to the public. Family-friendly tours would take place in addition to the usual public tours during that day.
3.7	<p><u>Financial & Resource Implications</u></p> <p>Any costs for stewarding/ equipment etc would be covered by the organisers. The utilities costs on the day are of a very minor nature. There are no concerns from an asset management point of view, although the organizers would be required to provide the usual insurances, indemnities and obligations.</p>

3.8	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> None associated with this report.
4.0	Appendices – Documents Attached
	Appendix 1 - Link to event and organiser: https://www.youngatart.co.uk/festival

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Belfast
City Council

STRATEGIC POLICY & RESOURCES COMMITTEE

Subject:	Audit & Risk Panel Report and Minutes of meeting of 3 December 2019
Date:	17 December 2019
Reporting Officer:	Ronan Cregan, Director of Finance and Resources and Deputy Chief Executive
Contact Officer:	Claire O'Prey, Head of Audit, Governance and Risk Services (AGRS),

Restricted Reports	
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"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to provide the Committee with a summary of the key issues that were considered and discussed by the Audit & Risk Panel at its December 2019 meeting and present minutes of the last meeting of the Panel for approval.
2.0	Recommendations
2.1	That the Strategic Policy and Resources Committee notes the key issues arising at the meeting and approves the minutes of the Audit & Risk Panel of 3 December 2019 at appendix 1.

3.0	Main report
3.1	<p>Key Issues</p> <p><u>Northern Ireland Audit Office (NIAO)</u></p> <p>3.1.1 The Panel received a verbal update from the NIAO on their audit of the Statement of Accounts of the council for the year-end 31 March 2019. These accounts are a fundamental part of the council's overall corporate governance framework and provide assurance to Members and ratepayers on the stewardship of the council's finances and its financial position.</p> <p>3.1.2 The NIAO informed the Panel that their audit of the accounts is complete and the Local Government Auditor (LGA) will report positively on the 2018-19 financial statements with an unqualified audit opinion.</p> <p>3.1.3 The NIAO went on to report that the Report to those Charged with Governance for 2018/19, which outlines the system / control issues arising from their audit, contains 5 recommendations for management action, none of which are priority one (i.e. significant or material in nature). The final versions of the Annual Audit Letter and the Report to those Charged with Governance will be reported to the next meeting of the Panel.</p> <p>3.1.4 In addition, the Panel also considered the NIAO Improvement Audit and Assessment Report, which examined the council's performance improvements arrangements for 18/19. The NIAO have issued an unqualified audit opinion, have made no statutory recommendations and have made 5 recommendations for improvement.</p> <p><u>Audit and Risk Panel</u></p> <p>3.1.5 Members of the Panel play a pivotal role in assisting the council in continually improving the governance arrangements of the Council. Following the Audit & Risk Panel training session on Monday 21st October 2019, the Panel agreed a range of improvement actions to maximise the value of the Panel including the need to raise awareness and improve attendance at the Panel, raising general issues with reports to committee with the Director of Legal and Civic Services, requesting management to attend the Panel when audits receive assurance opinions of major improvement. The Panel also</p>

	<p>considered a self-assessment against best practice for Audit Committee's and found that the Audit & Risk Panel was operating in line with best practice.</p> <p><u>Internal Audit and Corporate Risk Management</u></p>
3.1.6	<p>The Panel noted the progress being made against the annual audit plan, with 8 audits finalised in the period September – December 2019, 2 of which received an assurance opinion of major improvement required. Following discussion, the Panel agreed to defer the audit of Fleet Management, People Strategy and Developer Contributions but stressed the importance of these audits going ahead in 2020/21.</p>
3.1.7	<p>The Panel agreed the mitigation plans in place to manage the corporate risks that are considered by management to present the greatest threat to the delivery of our corporate plan and / or compliance with key statutory requirements. Progress in implementing these corporate risk mitigation plans will be reported to CMT, the Assurance Board and the Audit & Risk Panel. The Head of AGRS reported that only half of the critical services had planned their exercise for the 2019/20 year and that Directors had been reminded of the importance of ensuring that these exercises were properly planned and undertaken by the end of March 2020. In relation to this matter, the Deputy Chief Executive and Director of Finance and Resources highlighted an issue in that there is no dedicated resource for Business Continuity Management and indicated that this is under consideration.</p>
3.1.8	<p>The Panel received the recommendations monitor report and highlighted their concern at the number of audit recommendations that had not been implemented by the agreed date and related to audits undertaken in 2017 or earlier. The Panel agreed for AGRS to work with management to review these recommendations and their continued relevance, to determine the reasons for delay in implementation and to agree new dates. The Panel asked that a short report is brought back to them on this exercise.</p>
3.1.9	<p>The Panel agreed the updates to the Risk Strategy and the Business Continuity Management Policy.</p>

3.1.10	<p><u>Corporate Health and Safety, Safeguarding, Absence Management and Performance Improvement</u></p> <p>The Panel considered a report from the Partnership Manager on the Safeguarding arrangements in place at our leisure centres and requested a further report on compensation claims relating to our leisure centres. The Panel also received quarter 2 reports on corporate health and safety, absence management and performance improvement. The Head of Human Resources agreed to provide the Panel with more detail on compliance with the Attendance Policy and more analysis on work related stress. The Corporate Health and Safety Manager highlighted to the Panel that corporately the council had implemented 83% of fire safety actions and 51% of health and safety actions which fell due within the period, against a corporate target of 80%.</p> <p><u>Financial & Resource Implications</u></p>
3.2	None
3.3	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None known at this time.</p>
4.0	Appendices – Documents Attached
	Appendix 1 - Minutes of Audit & Risk Panel 3 December 2019

Audit and Risk Panel

Tuesday, 3rd December, 2019

MEETING OF AUDIT AND RISK PANEL

Members present: Councillor Hussey (Chairperson);
Alderman Rodgers;
Councillors Carson, Hanvey and O'Hara; and
Ms S. Hetherington.

In attendance: Mr. R. Cregan, Strategic Director of Finance and Resources;
Ms. C. O'Prey, Head of Audit, Governance and Risk
Services (AGRS);
Mr. T. Wallace, Head of Finance;
Ms. C. Sheridan, Head of Human Resources;
Mr. L. Mulholland, Audit, Governance and Risk
Services Manager;
Mr. M. Whitmore, Audit, Governance and Risk
Services Manager;
Mrs. E. Eaton, Corporate Health and Safety Manager;
Ms. H. Lyons, Corporate Finance Manager;
Mr. N. Munnis, Partnership Manager;
Ms. S. Murphy, Northern Ireland Audit Office; and
Ms. E. McGoldrick, Democratic Services Officer.

Apologies

No apologies were reported.

Minutes

The minutes of the meeting of 10th September were taken as read and signed as correct.

Declarations of Interest

No Declarations of Interest were reported.

Safeguarding Arrangements at Leisure Centres

The Panel was reminded that the management of the Council's leisure facilities and services was delivered under contract by Greenwich Leisure Ltd. (GLL). Contract compliance and performance monitoring was governed by Active Belfast Limited (ABL) and in turn reported to the Council via the Strategic Policy and Resources Committee.

It was reported that, under the contract, GLL was responsible for all operational aspects of facility management and service delivery, which included Health and Safety and safeguarding, together with the liability for Health and Safety and safeguarding. Although not directly responsible for delivery or liability, it was accepted that the Council,

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as owner of the service, was a key stakeholder and potentially could suffer reputational damage should a serious incident occur. Consequently, the contract governance arrangements included robust monitoring and assurance reporting in relation to both Health and Safety and safeguarding.

The Partnership Manager advised that, in seeking assurance that GLL was operating within existing legislation and best practice, and that GLL policies and procedures were closely aligned to those of the Council, a number of key actions had been included in the ABL annual contract compliance calendar.

He confirmed that these actions and the agreed annual review process took full account of the identified Council corporate risk in relation to both broader Health and Safety management and specifically safeguarding arrangements.

During discussion, he advised that all new products in the facilities were subject to a risk assessment before being put into operation.

In relation to Leisure Centre Liability Claims, he indicated that Compensation Claim Liability depended on the nature of the claim.

After the discussion, the Panel noted the information which had been provided and agreed that a further breakdown of compensation claims, in relation to Leisure Centres, be reported at a future meeting of the Panel.

Absence Rates Q/E September 2019

The Panel considered a report providing information on the absence figures for the second quarter of 2019/2020. The Head of Human Resources reported that sickness absence per employee for that period had been 6.05 days against an agreed corporate target of 6.33 days. She advised that the number of absences which had been classified as long term (20 days or more) during the quarter had been 68.54%, which was a decrease compared to the same period last year at 71.10%.

She advised that the number of days lost per full time equivalent was less in quarter two (2.99 days) when compared to quarter one (3.08 days) and there had been a significant improvement when compared to the same period last year (3.57 days).

In relation to Disability Related Absence, approximately 30% of absence (3817.3 days) had been recorded as disability related and 50% of disability related absence was being managed as long term.

She highlighted that a recent benchmarking exercise had been conducted of the Council's rate of disability related absence in comparison to other local authority and public sector employers. Of the 9 organisations that responded, none of them specifically recorded disability related absence. However, CIPD data suggested that 30 – 35 percent would be the average disability related absence figure for a large organisation.

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In relation to the use of discretion, she reported that, in quarter two, of the 554 employees that were off due to sickness absence, discretion had been applied to 77 which accounted for 24% of the total absence for Quarter 2.

She informed the Panel that a number of health and wellbeing activities and initiatives continued to assist with managing attendance at work including:

- Positive Mental Health and Emotional Wellbeing training;
- Stress Awareness for Managers; and
- Mindfulness.

She also highlighted that further health and wellbeing initiatives and programmes would be developed as part of the People Strategy.

During discussion, Members questioned the potential to report on targets for sickness absence trigger points, compliance management, and the availability of data regarding work related stress.

The Panel noted the information which had been provided and agreed the following additions to reporting be examined by Human Resources:

- Targets sickness absence trigger points;
- Absence Reporting Compliance by Departments; and
- Data regarding work related stress absence, per Department and Grade.

Corporate Health and Safety Performance Report

The Corporate Health and Safety Manager provided the Panel with an update in relation to the Council's Health and Safety performance during the period ending 30th September, 2019. She reviewed the progress which had been achieved in relation to the key performance indicators, where the Council had fully implemented 51% of the health and safety actions and 83% of the fire actions due at the end of quarter two.

She reported that the number of employee accidents for quarter two was 41, which was four more than in the last quarter. She reported that the highest number of accidents had been caused by employees being injured while lifting or carrying.

The Panel was informed that the number of RIDDOR reportable accidents had stayed the same from the last quarter, at 14.

The Corporate Health and Safety Manager reported that there had been a decrease in the number of reported Work Related Violence incidents from the last quarter, from 25 to 18 and the majority of which were of threatening behaviour and 2 incidents which involved physical violence.

She advised that there were 28 non-employee accidents during quarter one with 13 accidents due to slip, trip or falls.

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She informed the Panel that correspondence had been received from the Northern Ireland Fire and Rescue Service in relation to a fire evacuation at the Ulster Hall and it had made recommendations regarding the upgrade of fire doors at the Ulster Hall. Subsequent visits to the premises had been undertaken by the fire officer and representatives from the Property Maintenance Unit to agree remedial works.

She advised that correspondence had been received from the Health and Safety Executive Northern Ireland (HSENI) during quarter two 2019/20. An HSENI Inspector had met with one of the Corporate Health and Safety team regarding a RIDDOR accident involving an employee cutting themselves with hedge trimmers. She confirmed that the inspector was content with the safety arrangements and no further action was required.

She reported that a HSENI inspector also contacted the Corporate Health and Safety Manager regarding their observation of a Refuse Collection Vehicle crew not wearing seat belts and this account had been passed to the Waste Collection Service for follow up.

Noted.

Northern Ireland Audit Office (NIAO) - Final report to those charged with governance for 2018/19 (Verbal Update)

Ms. Murphy from the Northern Ireland Audit Office updated the Panel on the issues raised in the Local Government Auditor's Report for 2018/19 in relation to the Accounts of Belfast City Council.

The Panel noted the final report for consideration would be issued for the next meeting in March.

Northern Ireland Audit Office (NIAO) - Annual Audit Letter for 2018/19 (Verbal Update)

Ms. Murphy from the Northern Ireland Audit Office updated the Panel on the Annual Audit Letter which was being prepared for publication and would be issued under Regulation 17 of the Local Government (Accounts and Audit) Regulations (Northern Ireland) 2015.

The Panel noted the letter would be submitted to the next meeting in March.

AGRS Progress Report November 2019

The Panel considered a report which provided an overview of the specific internal audits which had been carried out and finalised during September and November, 2019, by Audit, Governance and Risk Services.

It was highlighted that a number of audits had been completed in the period, 2 of which had received an assurance opinion of major improvement, relating to a follow up audit of Waste Collection and the audit of the Corporate Risk on Safeguarding. It was reported that action plans to address the audit issues had been agreed with management in these areas.

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It was reported that audits had been completed of Planning Enforcement, Budgetary Control, Member Payments, Police and Community Safety Partnerships, Corporate Risk Review – Health and Safety, Corporate Risk Review - Belfast Waterfront and Ulster Hall all required 'Some Improvement'.

The Panel was informed that that the following audits were in progress:

- Corporate Risk Review – Belfast Agenda (fieldwork complete);
- Corporate Health and Safety - Work Related Transport – (fieldwork);
- Organisational Culture – (fieldwork);
- Pitches Strategy – (fieldwork);
- Payroll audit – (fieldwork);
- Houses of Multiple Occupation – (planning);
- IT Asset Management (fieldwork complete);
- IT Project Management (fieldwork complete);
- Resilience (planning); and
- Continuous Improvement (planning).

The Head of Audit, Governance and Risk Services advised that management had requested the deferral of the following three reviews which had been planned, until 2020/21:

- **Fleet Management** - due to resources being focussed on the procurement of a new fleet by the year-end and the recruitment of a Logistics Manager.
- **People Strategy** - due to delays in approving the strategy; and
- **Developer Contributions** – due to delayed actions from the review in 2017, which had not yet been fully implemented.

In relation to investigations, she advised that AGRS were currently liaising with departments regarding whistleblowing cases, together with reviewing or investigating matches that had arisen as part of the National Fraud Initiative exercise.

During discussion, the Panel raised concerns in relation to the major improvement reviews which had been highlighted and the rationale for the deferrals. The Head of Audit, Governance and Risk Services explained further the management response to these audit reports.

In regards to Waste Collection Follow up Review, the Director of Finance and Resources advised that access issues and waste collection trends were being examined as part of the work of the Customer Focus Programme and would be reported to the People and Communities Committee in due course.

The Audit and Risk Panel noted the AGRS Progress Report for the period September 2019 – November 2019 and agreed that the planned audits of Fleet Management, People Strategy and Developer Contributions be deferred.

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Recommendations Monitor October 2019

The Audit, Governance and Risk Services (AGRS) Manager reported that, at the start of this exercise, there had been 288 “outstanding” actions in the MKinsight system. He advised that AGRS staff had reviewed and, where appropriate, validated the progress that management had made to implement these actions. As a result of its validation exercise, it was reported that approximately a third of these actions had been closed. The AGRS Manager advised that, of the 198 actions that remained live, 141 of these had been partially implemented.

The AGRS Manager highlighted that there continued to be a number of actions which had been outstanding for a significant period of time and that in order to assist management to help clear these long outstanding recommendations, AGRS proposed to meet with management in these areas ahead of the next recommendations monitoring exercise in order to:

- discuss and clarify the issue and recommendations, to ensure management were aware of what was required in order to fully implement the recommendation;
- identify whether the recommendations remained valid;
- agree who should be responsible for taking the remaining action forward to implementation;
- challenge management on the validity of reasons for the continued delays to implementation; and
- assess whether the recommendations were being addressed via another specific programme of work (for example the Procurement Improvement Programme)

During discussion, the Panel raised concerns in relation to the number of outstanding actions which had been reported and highlighted the importance of realistic timelines when managers accept such actions from the AGRS. The Director of Finance and Resources advised that this would be reviewed in January with a key focus to resolve High Priority outstanding actions.

After discussion, the Panel noted the contents of the report and that an update report would be submitted at its next meeting.

Corporate Risk Management Q/E September 2019

The Head of AGRS provided an overview of the report and explained the process around identification of the corporate risks and the development of the related risk mitigation plans. She explained that this represented the baseline position against which progress would be reported on each quarter at meetings of the Corporate Management Team, the Assurance Board and the Audit and Risk Panel.

She provided an update on the completion of the Directors quarterly assurance statements. In addition, the Head of AGRS drew the Panels attention to the fact that over half of the councils critical services had not yet planned their business continuity exercise

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for 19/20 and that Directors had been reminded of the importance of ensuring that these exercises should be properly planned and undertaken by the end of March 2020.

The Panel noted the information which had been provided and that a short review of the information contained within the report and appendices would be provided at its next meeting.

**Review and update of Risk Management Strategy and Business Continuity
Management Policy**

The Head of AGRS explained the key updates to the Risk Strategy, together with recent and planned improvements to the Council's risk management process.

She updated the Panel on the Business Continuity Management (BCM) Policy, planned improvements and a position statement on the implementation of recommendations arising from the external review of BCM which had been undertaken in 2016/17. She pointed out that the Action Plan from the external review had not been fully implemented as the issue of where responsibility for the oversight of the business continuity system should sit within the Council (a recommendation in the report) had not yet been resolved. In relation to this matter, the Director of Finance and Resources highlighted that there was no dedicated resource for Business Continuity Management and indicated that this was under consideration.

The Audit and Risk Panel noted the contents of the report and recommended for approval the updated Risk Strategy and Business Continuity Policy.

**Audit and Risk Panel Training Summary and Actions Arising and Annual
Review of Effectiveness of Audit and Risk Panel**

The Panel was reminded that Audit and Risk Panel training was held on 21st October facilitated by an external Governance Trainer. The training focused on maximising the value of the Audit and Risk Panel and covered:

- Strategic context of the Council and impact on the Audit and Risk Panel;
- Audit and Risk Panel role and oversight;
- How the Panel fulfils its responsibilities;
- The value of the Audit and Risk Panel; and
- Current developments.

During the course of the training the Panel had identified some further areas for improvement, as follows:

- There was a need to raise awareness and consider ways of improving attendance at the Audit and Risk Panel for example, to review the number of non-executive members, promoting the benefits of attendance etc.
- The Head of AGRS to liaise with the City Solicitor regarding the need to ensure that corporately, general issues that the Panel had

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experienced with the timeliness, length and reporting of Committee information was addressed.

- The Panel indicated agreement with the quarterly reporting of progress against the internal audit plan and for the Head of AGRS to highlight where delays in completing audits was having an impact on overall completion of the plan of work for the year. Head of AGRS to seek feedback on the information needed of the Audit and Risk Panel;
- Head of AGRS to ensure that Audit and Risk Panel papers were succinct, timely and presented effectively to the Panel;
- Head of AGRS to ensure that significant delays in implementation of corporate risk actions were reported to the Panel.
- Audit and Risk Panel endorsed the benefit of being able to request senior management to attend future meetings of the Panel in order to provide the Panel with an update on the action being taken to address issues highlighted in audit reports. The Panel also saw value in requesting senior management to attend the Panel on occasions, to present an update on the progress that is being made to manage corporate risks; and
- AGRS to ensure that the review of organisational culture addressed the need for ethics to be simple and action based, rather than process based.

She advised that progress would be reviewed at the next training session for the Panel in October 2020.

In relation to the Assessment of the Audit and Risk Panel effectiveness, based on discussions on the day, on behalf of the Audit and Risk Panel, AGRS completed an assessment of the Audit and Risk Panel effectiveness against CIPFA best practice. The assessment found that previous areas for improvement in relation to assurances over partnerships and reviewing the Council's ethical framework had now been incorporated into the Panels terms of reference and factored into the annual internal audit strategy and plan. The assessment found the Panel to be in compliance with best practice.

After discussion, the Panel agreed to the proposed actions arising from the workshop, as set out, and noted a review of the implementation of these actions would be reported in October 2020 and noted the assessment of the Panel's effectiveness.

Mid-year report on Performance Improvement 2019/20 (Q2) (including an update on the implementation of the proposals for improvement)

The Director of Finance and Resources reminded the Panel that Part 12 of the Local Government (NI) Act required the Council to agree improvement objectives on an annual basis and publish these in the form of an Improvement Plan. The Council's Improvement Plan 2019-20 was agreed by Council in June, 2019 and contained the Council's commitment to securing continuous improvement as well as delivery of the Improvement Objectives.

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He updated the Panel on the progress which had been made against activities contributing to the six Improvement Objectives contained within the Corporate Plan 2019-20 to:

- Build the city's position as a magnet for foreign direct investment;
- Make Belfast a great place to do business by supporting entrepreneurs and business starts;
- Design and deliver programmes to address health inequalities in the city;
- Deliver city regeneration and investment projects;
- Deliver the integrated tourism strategy to increase the number of leisure and business tourists; and
- Deliver an integrated approach to employment and skills.

During discussion, he indicated that the Council was awaiting data in relation to improvement objective 4 - Increase household recycling and reduce waste to landfill for 2018/19 from the Department for Communities.

After discussion, the Panel approved the Performance Unit's overall assessment of the status of the activities contributing to the improvement objectives at mid-year.

**Northern Ireland Audit Office (NIAO) - Improvement Audit and Assessment
Report**

Ms. Murphy advised that the Local Government Auditor had certified the improvement audit and assessment for the Council with a standard, unqualified opinion. She pointed out that this provided assurance to the Panel that the Council's arrangements to monitor performance of the delivery of its Improvement Objectives for 2019-20 had complied with the performance improvement requirements of Part 12 of the Local Government (NI) Act 2014.

She highlighted the 5 proposals which had arisen from the Council's audit and assessment under the following thematic areas:

- General duty to improve;
- Governance arrangements;
- Improvement objectives;
- Consultation;
- Improvement plan;
- Arrangements to improve;
- Collection, use and publication of performance information; and
- Demonstrating a track record of improvement.

She summarised the final audit and assessment report which set out the findings and conclusions from the assessment and included the audit and assessment certificate.

The Committee noted that that the NIAO had undertaken its annual audit and assessment on the Council's arrangements to secure continuous improvement and that

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it had given the unqualified opinion that the Council has complied with the requirements of the Act.

Chairperson

Minutes of Party Group Leaders Consultative Forum 9 December 2019

Attendance

Members:

Alderman Brian Kingston (Chair)
Councillor Ciaran Beattie
Councillor George Dorrian
Councillor Billy Hutchinson
Councillor Donal Lyons
Councillor Nuala McAllister (for Cllr Long)

Officers:

Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources
John Walsh, City Solicitor
Alistair Reid, Director of Planning and Place
Aidan Thatcher, Director of Planning and Building Control
Grania Long, City Resilience Commissioner
Emer Husbands, Strategic Performance Manager (secretariat)

Apologies: Councillors Long and O'Hara, Alderman Copeland

1. Planning Update

The Director of Planning and Building Control updated the members on the live planning applications and informed them of the applications that were being presented to the Planning Committee this month.

The forum asked for an update position in relation to the George Best hotel development and they were informed that the planning service was continuing to work with the developer and hoped to report on the Planning application to the January Planning Committee.

2. Developer Contributions - Framework and Revised Governance Arrangements

The Director of Place and Economy provided an update to members on two issues relating to developer contributions, revised governance arrangements and the developer contributions framework. Both issues had already been considered by the Planning Committee and would now be presented to the December SP&R committee for approval. Members highlighted the need for flexibility within the framework and also asked that consideration is given to the impact of possible public space being managed by private developers and how we can mitigate against future issues.

3. Finance

Revenue Estimates and District Rate 2020 / 21

The Director of Finance and Resources provided an update on the revenue estimate setting process for 2020 / 21. He outlined additional areas of expenditure which had been included following party group briefings as well as additional income due to a projected increase in the EPP. The SP&R committee will be asked to consider the overall position with a view to recommending the rate for 2020 / 21. This will allow individual committee budgets to be agreed at the January meetings. Members highlighted that the council already undertakes work to support inclusive growth and noted that the allocation in the budget is additional to that. Members also asked for details of the budgets which are directly linked to the delivery of the Inclusive Growth Strategy.

4. SMART Belfast – Digital Commissioner

The Deputy Chief Executive outlined to members the development of the partnership between the council, the two universities and Belfast Harbour to support the Belfast Smart district, Smart Port and Innovation district. He outlined the importance of the private sector in particular, in securing and maximising the benefit of around £150m digital investment from the Belfast Region City Deal. Given the complexities of this programme of work a request would be going to December SP&R to jointly fund a Digital Commissioner with the three partners for a period of three years. A further report on 5G will be taken to the committee in January 2020.

5. Resilience Strategy

The Resilience Commissioner provided a short presentation on the Resilience Strategy which would be presented to the December SP&R meeting. Party Group Briefings were also being held on the Strategy in advance of the SP&R meeting.

6. AOB

Partnership Framework

Anne McMurray is undertaking a piece of work to inform future partnership working and has asked to meet with party leaders to discuss their views. Members agreed that Anne should contact them to arrange a suitable time. John Tully's office will circulate a briefing note to Party Group Leaders outlining the topics for discussion.

Use of City Hall

Councillor Lyons requested an update on the investigation into the use of City Hall and also highlighted that his understanding was that it should have been an item for discussion at

this meeting. The Town Solicitor said the report would be brought to the Party Group Leaders meeting in January but he would send out an interim update to the Forum.

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ACTIVE BELFAST LIMITED BOARD

Monday, 9th December, 2019

MEETING OF ACTIVE BELFAST LIMITED BOARD

(Held in Lisnasharragh Leisure Centre)

Attendees

- Directors:** Mr. J. McGuigan (Chairperson)
Councillor Carson
Councillor Corr
Councillor McLaughlin
Councillor Newton
Mr. K. Ellison
Mr. J. Higgins
Mr. C. Kirkwood and
Mrs. K. McCullough.
- Officers:** Mrs. K. Gilliland, Neighbourhood Services Manager;
Mr. N. Munnis, Partnership Manager; and
Mr. H. Downey, Democratic Services Officer.
- GLL:** Mr. G. Kirk, Regional Director;
Mr. R. McKenna, Regional Community Sports Manager;
Ms. S. Owens, Regional Marketing and Communications
Manager; and
Ms. J. Pope, Head of Service.

Apologies

Apologies were reported on behalf of Mr. K. O'Doherty, Mr. R. Stewart and Mr. G. Walls.

Welcome

The Chairperson welcomed Mr. K. Ellison, who had replaced Mr. M. Keenan as UNITE's representative on the Board, to the meeting.

Minutes

The minutes of the meeting of 7th October were approved.

Matters Arising

Schedule of Charges 2020/21

The Board noted that a report would be submitted to its next meeting, in response to the Council's decision of 4th November to reject the 2% - 3% price increase across all product prices for 2020-2021 which had been approved by the Board on 7th October.

Under 16 Registration Scheme

The Board noted that GLL would provide an update on the scheme later in the meeting.

GLL Marketing Plan 2020/21

The Board noted that GLL would present a report on this matter later in the meeting.

Declarations of Interest

No declarations of interest were reported.

Director Attendance Statement

The Board noted that there had been no issues to report in terms of the non-attendance of Directors at meetings.

Future Agenda Items

No agenda items were identified by Directors for future meetings.

Annual Accounts 2018 - 2019

(Mr. D. Moan, Advanced Accounting, attended in connection with this item.)

Mr. Moan informed the Board that the annual accounts for Active Belfast Limited for the period ending on 31st March, 2019 had now been completed. He provided a brief overview of the accounts and recommended that the Board approve them for submission to Companies House before the deadline date of 31st December.

The Board approved the annual accounts for Active Belfast Limited for the period ending 31st March, 2019.

The accounts were thereupon signed by Mr. McGuigan, the Chairperson of the Board, and by Mr. Kirkwood, in the absence of Mr. Walls, the Treasurer.

Advance Discussion on Agenda Items

The Board agreed to seek from GLL clarification on elements of the reports relating to Tier 2 Performance – Group Exercise Programme and GLL's Marketing Plan for 2020/21.

(The GLL representatives were admitted to the meeting at this point)

Performance and Contract Compliance

Mr. Kirk reminded the Board that the current service contract required GLL to provide the Board with written service performance reports on a quarterly basis. Accordingly, he submitted for its consideration the Key Performance Indicators and supporting narrative, for the overall service and on a centre-by-centre basis, for the second quarter of 2019/20, under the four themes of Business, Innovation and Learning, Customer and Operations.

He drew the Board's attention to the following notable information/achievements for the period:

- the new Brook and Lisnasharragh Leisure centres had now opened and had generated in excess of 5,000 entry swipes and around 1,300 new pre-paid membership sales in the first few days of operation;
- GLL had created fifty new posts, including those of Manager, Recreation Assistant, Supervisor, Fitness Instructor, Concierge and Café operative;
- GLL had gained recognition at a number of events, including the Social Enterprise NI, the Social Enterprise UK and the UK Business awards;
- applications for support under GLL's Sports Foundation initiative would open on 20th December and close 20th February; and
- a £128k community fund would be developed early in 2020.

In relation to the under-16 registration membership scheme, Mr. Kirk reported that it had now been signed off by the Leisure Transformation Board and that work had commenced to appoint a person to progress the initiative. The scheme, which it was anticipated would be presented to the Board in January, would be accompanied by an extensive communications plan and would link into organisations such as the Education Authority. He added that he anticipated that the scheme would apply also to those under-16s from outside the Council area who were currently attending schools in Belfast.

Mr. Kirk concluded by confirming that, following a national restructure by GLL, his remit had been expanded to incorporate the north of England and that a review of the Belfast Regional Leadership Team (BRT) structure was being undertaken. He assured the Board that neither his new role nor any future BRT restructuring would impact upon GLL's current service delivery and contract compliance requirements, in terms of those facilities which it operated in Belfast.

After discussion, the Board acknowledged receipt of the Performance and Contract Compliance report for the second quarter of 2019/20 and noted the information which had been provided.

Tier 2 Performance – Group Exercise Programme

The Board considered the following report:

“1.0 Purpose of Report

- 1.1 To update the Board on the year-to-date group exercise performance and programme developments.**

2.0 Recommendations

2.1 The Board is requested to note:

- Q1 and Q2 performance (April - September 2019);
- that performance monitoring is in place both locally and nationally;
- new Studios coming into Belfast at Andersonstown, Brook and Lisnasharragh and Andersonstown; and
- the recruitment of a Health and Fitness Class Lead for the City.

3.0 Main Report

3.1 Introduction:

3.1.1 Fitness class access is included as part of the better membership package

3.1.2 Approximately 240 group exercise classes are delivered every week across the city.

3.1.3 There are now 26 health focused class sessions held per week comprising Cardiac Rehab (11), Healthwise (9) and Move More (6)

3.1.4 Citywide studio provision has increased from 11 in 2015 to 17 in 2018. By December 2019 an additional 4 studios will be added to the estate.

3.1.5 Group exercise classes are recognised as a key tool in attracting and retaining members/customers.

3.1.6 Group exercise classes are particularly popular with female users, with females representing 3 in every 4 attendees.

3.1.7 Industry wide, group exercise classes are a key tool in increasing female participation. Considerably more females engage in group exercise as a core activity at 76% compared to 24% for males (Active Leisure Trends Report 2019).

3.1.8 The current citywide group exercise programme continues to evolve and change to increase usage figures, provide choice for the consumer and ensure quality across all centres

3.1.9 We currently offer 54 virtual classes in Belfast with 34 at Better Gym Belfast and 20 virtual classes offered in Better Gym Connswater.

3.1.10 A summary of additional studio provision planned within Phase 1B of the LTP for Andersonstown, Brook and Lisnasharragh has been circulated to the Board.

3.2 Performance Update

3.2.1 The overall strategic aim remains to get More People More Active More Often through an effective citywide group exercise programme

3.2.2 Attendance figures are

3.2.2.1 Overall attendance; 76,630 for Q1/Q2

3.2.2.1.1 Q 1 Attendance: 38,711

3.2.2.1.2 Q 2 Attendance: 36,336

3.2.2.2 Attendance remained steady across Q1 and Q2, with a slight decrease reported in Q2 attributed to the anticipated summer drop off across the industry and some seasonal reduction in class programmes

3.2.2.3 Better Gym Connswater remains the highest attendance for a single centre with an average of 10,901 per quarter

3.2.2.4 Issues have emerged in terms of reporting accuracy for Fitness Classes, with booking/reporting review underway in preparation for the upcoming January period to ensure accuracy and consistency

3.2.3 In Q1 and Q2, the average attendance of classes has been 10 per class over both quarters, this represents a slight drop off from Q4 of 12 per class

3.2.4 The top 3 most popular classes for Q1 and Q2 were:

- **Group Cycle- 25% of bookings**
- **Total Body Conditioning- 12% of bookings**
- **Yoga- 12% of bookings**

3.2.5 As with Q3 and Q4 the most popular classes are led by Fitness Manager/Instructors in centre

3.2.6 There are now 26 health focused class sessions held per week comprising Cardiac Rehab (11), Healthwise (10) and Move More (6)

3.2.7 Specific conditioned classes such as walking groups, Lower back rehab and Knee rehab class (partnership with the Mater physio department), Best Back class (partnership with the Royal physio department) and pulmonary rehab (partnership with Chest, Heart and Stroke Association). As well as introducing the first Move More Yoga class for cancer rehabilitation

- 3.2.7.1 To note that there are now 10 drop-in Health classes in place across the city
- 3.2.8 Upcoming focus for the Health Team will be to develop more step down/low functioning classes across the city and upskilling health coaches to take water rehabilitation classes
- 3.3 Studio Provision- LTP update
 - 3.3.1 The new LTP centres will lead to the development of 7 new studios across the city
 - 3.3.2 These studios are premium standard and will be amongst the best in NI for Fitness Class delivery
 - 3.3.3 The studio make up has been circulated, alongside the pictures for the new finished studios (taken on site) at Lisnasharragh and Brook
 - 3.3.4 As part of 2019 Capital Investment programme, enhancements were made to fitness spaces, including:
 - 3.3.4.1 Better Gym Connswater enhanced their Group Cycle studio provision through replacement of existing Group Cycle Bikes (10+ years old) with 30 new TG Connect Group Cycle Bikes and Group Cycle Software and display for studio
 - 3.3.4.2 Whiterock Gym Extension will lead to on the floor Fitness Classes with up to date Group Cycle bikes and Rowers now in place
- 3.4 Studio Provision- LTP update
 - 3.4.1 Recruitment was undertaken in September 2019 for a new Health and Fitness Class Lead
 - 3.4.2 Following a successful recruitment process, a new Health and Fitness Class Lead has been appointed and due to begin in post in early December
 - 3.4.3 The new lead will be tasked to take forward the following key areas:
 - 3.4.3.1 Group Exercise Review and subsequent Improvement Plan
 - 3.4.3.2 Group Exercise management across the city
 - 3.4.3.3 Group Exercise audits and action plans

- 3.4.3.4 Centre support, including training and development for instructors and centre management
- 3.4.3.5 Support the activation of new programmes for LTP and provide guidance on future Studio design and specification
- 3.4.3.6 Monthly reporting to Regional Product Manager- includes the improvement of a consistent report structure across the city for both GLL and ABL KPIs

3.5 Training and Development

- 3.5.1 Fitness Training to enhance the programme has been organised for all Fitness Teams over the upcoming 2 months as highlighted in table A below
- 3.5.2 The New Health and Fitness Class Lead is due to shadow a GLL Master Trainer in the delivery of the courses due to be completed on 27-29th November

Table A

Course	Month
Teen Gym Fit	3—31st October
Total Body Conditioning	27th November
Lets Target (Gym Floor Classes)	28th November
Boxfit	29th November
Advanced Group Cycle	5th December
New Product Training	December (various)

3.6 New Staffing

- 3.6.1 Recruitment has been undertaken for the new Brook and Lisnasharragh with the following Fitness positions being filled. Fitness Manager (x 2) and Fitness Instructor (x3)
- 3.6.2 New staff have come into the business, with the recruitment of four new FM positions at Better Gym Belfast (3) and 1 due to begin Better Gym Connswater
- 3.6.3 Monthly Fitness workshops are also continue to be in place to allow fitness staff across the city to workshop new class ideas and structures, led by the new Health and Fitness Class Lead”

Ms. Pope outlined the key elements of the report and highlighted the role to be played by the Health and Fitness Class Lead in addressing issues which had been raised by Directors, particularly around under-provision and timings.

After discussion, the Board noted the contents of the report.

Tier 2 Performance – Olympia Leisure Centre USP Spa

Mr. Kirk submitted for the Board's consideration the following report:

“1.0 Purpose of Report

- 1.1 To update the Board on year-to-date performance of the Spa Experience at the Olympia Leisure Centre.**

2.0 Recommendation

- 2.1 The Board is requested to note the update on the performance of the Olympia Spa.**

3.0 Main Report

3.1 Introduction

Summary Of Key Facts	
Opening Hours	Mon – Fri 11.00 am – 8.00 pm Sat and Sun 10.00 am – 5.00 pm.
Facilities	<ul style="list-style-type: none"> • Three treatment rooms • Sauna and Steam Room • Jacuzzi • Ice Room & Sanarium • 6 x Hamann heated beds
Detail	<ul style="list-style-type: none"> • The Olympia Spa Experience opened in late January 2017 and is staffed by locally recruited GLL team members. • The Thermal Suite is available as an all inclusive membership option for £53.00 per month. Thermal suite sessions are booked in advance and last for up to 3 hours. • The Spa is available to guests on a bookable basis and offers beauty and massage treatments. • Promotional offers are scheduled throughout the year targeting different treatments and client groups.
Pricing	<ul style="list-style-type: none"> • Suburban pricing range • Thermal Suite half day ticket £15 full or £12.50 concession rate. • Thermal Suite off peak half day ticket £10 full or £7.50 concession rate

Comment	<ul style="list-style-type: none"> The Spa generated £93,293 income during quarters 1 & 2 2019/20. This figure has risen from £75,291 during quarters 1 & 2 2018/19. Total expenditure for quarters 1 & 2 2019/20 was recorded at £102,275 which is a modest increase against the quarters 1 & 2 expenditure of £98,809 in 2018/19. The increase in expenditure is reflective of additional laundry costs to support increased usage.
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3.2 Product and Pricing Overview

3.2.1 Income Areas

- **Thermal Suite** - Thermal suite allows for access to the thermal area only for up to 3 hours use and is priced at £15 although a range of concession and off peak options are available.;
- **Spa Membership** - The spa memberships are based upon the £53.00 (Belfast resident) or £55.50 (non resident) direct debit rates and include daily access to the thermal suite. Membership also entitles the members to unlimited access to the gym, pool and classes in all fourteen Better centres. There was 78 live prepaid Spa memberships (as at 31st Oct 2019);
- **Spa Treatments** – There are a number of treatments available ranging from £15 - £90 and experience journeys for £140. Treatments are tailored for male and female and the team also provide pre-natal massage and treatments for cancer patients. The product range used is Elemis. The three top Spa Treatment is once again the Elemis Wellbeing Massage, Freestyle Deep Tissue Massage and the Hot stone Massage. The combination of massages on offer contributed to over 400 of the 2000 treatments provided during quarters 1 and 2;
- **Product Goods For Resale (GFR)** – To help drive income generation and in line with standard industry practice the Better Spa Experience team sell Elemis, La Sultane De Saba and their own in house product called 'Signature'.

3.2.2 Performance Analysis

People - Three full time equivalent staff employed in the spa and are supported by casual colleagues.

Training – Two of the therapists recently completed training to deliver specialised treatments to clients with cancer.

Promotion - Olympia Spa enjoyed a positive second full year in 2018/19 and maintained a strong client base with the majority of clients booking repeat treatments. As such, further growth has been evident during 2019/20.

Internal awareness has been strengthened with window vinyl advertising for directional and promotional purposes and leaflets and promotional material displayed at front desk. A similar external vinyl has recently been signed off by partners and artwork for completion has been agreed after long negotiations with Windsor to allow this addition to the building.

Performance - £93,293 income was generated by Better Spa Experience in quarters 1 & 2 2019/20. This is inclusive of Spa DD membership payments. Expenditure for quarters 1 and 2 2019/20 was recorded at £102,275 which resulted in an overall deficit of £8,982. Quarter 3 & 4 are traditionally busier periods within the spa industry and as such the expected upturn in business will result in the year end estimated position being reached.

Usage - 6 month usage (1st April 2019- 30th Sept 2019) was 7016 including a range of treatments and thermal Spa usage. This shows an increase of 777 from quarters 3 and 4 2018/19.

3.2.3 Expenditure Areas:

- Staffing: Three full time equivalent staff employed in the spa and are supported by casual colleagues**
- Operations costs: These include repairs and maintenance (R&M), service contracts, equipment purchase and utilities.**
- Repairs and Maintenance – As a new facility, a small budget has been allocated for repairs and maintenance.**
- Service contracts – the laundry provision, including supply and cleaning of towels, robes and flip flops**
- Utilities – the spa is housed within the main leisure centre and consumption calculations were calculated on 20% of the total annual Olympia utility expenditure**
- Publicity / Marketing – campaigns and advertising are used to maximise awareness. This was also profiled in accordance with peak months in the spa industry.**

3.2.4 Expenditure Analysis

Financial position 2017-2020:

Year	Income	Expenditure	Variance
2017-18	£139,483	£180,438	-£40,955
2018-19	£174,869	£195,586	-£20,719
2019-20 (actual and estimated)	£192,548	£198,124	-£5,576

The overall financial position is forecast to improve by £15K in 2019/20 and to move towards a surplus in 2020/21.

3.3 Business Development:

Following completion of the boulevard in June 2018 the business development opportunities of Spa Experience are being enhanced and capitalised upon with plans for external vinyl to be installed onto the Spa windows to support the already installed vinyl installed onto the internal office windows. Partner permissions have recently been secured to support the installation completion.

A number of targeted marketing campaigns promoted by social media and online awareness are focused on increasing income remain ongoing. These will focus on the popular quarterly promotions which are presently in place and include 'Treat Tuesday' which was launched to increase business on the traditionally quietest day of the week for Spa Experience.

Recruitment of additional therapists is challenging and ongoing."

The Board noted the contents of the report.

GLL Marketing Plan 2020/21

Ms. Owens submitted for the Board's consideration the following report:

"1.0 Purpose of Report

- 1.1 Item deferred from Board meeting of 7th October 2019.
- 1.2 To update the Board on the GLL Belfast partnership marketing plan for 2020.

Recommendation

- 2.1 The Board is requested to note the content of the marketing plan below and the topline annual marketing plan (2020) which has been circulated.

- 3.0 Main Report**
- 3.1 Purpose of marketing the leisure centres in Belfast was as follows:**
 - 3.1.1 To attract more people to use gyms, swimming pools and participate in physical activities**
 - 3.1.2 To share our Social Enterprise brand message that we are reinvesting back in to Belfast**
 - 3.1.3 To remind people of our Core values and community interests.**
- 3.2 Recap of marketing approach (previously presented).**
 - 3.2.1 Previous marketing campaigns were focused on increasing revenue by driving membership sales from selling product features and benefits and appealing to prospective members and non members first.**
- 3.3 A New Marketing Approach for 2020**
 - 3.3.1 To understand the business value of our customer groups**
 - 3.3.2 To target non users by offering a range of products and services**
 - 3.3.3 To focus on retaining members and users**
 - 3.3.4 To maximise the positive story around LTP**
- 3.4 The Core Customer Groups**
 - 3.4.1 Adults - Student, pre-paid health and fitness members, casual users**
 - 3.4.2 Juniors – swimming, sports, lessons and courses**
- 3.5 Marketing Strategy**
 - 3.5.1 Marketing campaigns will be executed across the year following strategic themes**
- 3.6 More Than A Gym – Jan – May**
 - 3.6.1 The brand focus will be ‘The Feel Good Place’**
 - 3.6.2 Adult focus will be around Health and Fitness**
 - 3.6.3 Junior focus will be around Half Terms, Lessons and Easter Holidays**

- 3.7 Summer/Olympics – Jun – Aug**
- 3.7.1 The brand focus will be ‘Family Summer’**
 - 3.7.2 Casual and Pay & Play offers**
 - 3.7.3 Junior Health and Fitness focus**
- 3.8 Local Hero – Sept – Dec**
- 3.8.1 The brand focus will be ‘Stand For Better’**
 - 3.8.2 Adult focus will be around Health and Fitness**
 - 3.8.3 Junior focus will be around Half Terms, Lessons and Christmas Holidays**
- 3.9 Each centre will contribute a marketing budget to amplify these messages using a media mix including outdoor advertising, local commercial radio and digital media**
- 3.10 Local Marketing Campaigns**
- 3.10.1 Throughout the year, GLL will produce and execute awareness campaigns for city-wide memberships for Health and Fitness to help build the Better brand.**
 - 3.10.2 Launch marketing campaigns will be executed for the opening of the three new centres as part of the next phase of Leisure Transformation Programme**
 - 3.10.3 Throughout the year, GLL will produce and execute awareness campaigns for Better Swim School to help increase members across all Swim School sites in the city in line with the Belfast Aquatics Strategy**
 - 3.10.4 Throughout the year, GLL will engage with target groups to increase physical participation across the city with particular focus on socially disadvantaged children, women, seniors and those with limiting physical and mental health through the Healthwise Scheme, MacMillan Move More and Employment Partnerships. These initiatives will include;**
 - Club Games (over 55s Sporting Event)**
 - Ladies Only Bootcamps/Physical Activity Course (in partnership with WISPA)**
 - Summer Sports Day – Try Sport Event to celebrate Summer Scheme participation**

3.11 Business As Usual (BAU)

3.11.1 Paid Search (PPC) and Social Media

3.11.2 Content to stimulate interest

3.11.3 Engaging Social Media Posts

3.11.4 Videos

3.11.5 PR

3.11.6 Community Messaging

3.12 Annual Marketing Plan 2020 – Anticipated Outcomes

3.12.1 The marketing plan should support the delivery of all main KPIs based the table below with a YOY increase in the local marketing budget.

3.12.2 KPI's for 2020

KPI	2018	2019	2020
Usage	2001426	2021440	2490000
H&F Prepaid Members	11492	12500	15390
Swim School (Pupils)	3438	3800	5010

3.12.3 H and F marketing campaigns will focus on key driver months of Jan, Feb, April, May, Sept, Oct

3.12.4 Usage targets will utilise retention campaigns (mostly digital) and will be ongoing across 2020

3.12.5 Lessons will focus on March and September and will support the delivery of the Aquatics Strategy for Belfast.

3.12.6 Junior H and F will focus on the Summer months/Summer Holidays

3.13 Brand Awareness

3.13.1 Two Consumer Surveys will be commissioned to record brand awareness levels of 'Better' in Belfast amongst on street consumers. These will be undertaken by a media supplier

3.13.2 Increased involvement with key sponsorship platforms citywide to increase brand awareness

- 3.13.3 Agreed calendar of involvement in business networks including awards submissions, sponsorship, PR and events.**

3.14 LTP Engagement

- 3.14.1 A number of Community Engagement initiatives have been agreed to support the opening of the 3 new leisure centres in 2020. Each initiative will include marketing support to deliver targets based around:**

- 3.14.1 Junior H and F offering**
- 3.14.2 Citywide participation in outdoor sports**
- 3.14.3 Adult Health Assessments**
- 3.14.4 Belfast School children incentives**
- 3.14.5 60+ participation”**

Ms. Owens provided an overview of GLL’S Marketing Plan for 2020/21 and, in response to a Director who had highlighted the need to maximise the use of social media in the marketing/advertising process, confirmed that GLL was planning to develop a Belfast-wide Instagram presence. The Partnership Manager pointed out that there was a requirement for GLL’s operating policies and procedures to be aligned to those of the Council and that this would extend to protocols and operating controls in relation to social media activity.

After discussion, the Board noted GLL’s marketing plan for 2020/21 and agreed:

- i. given its contribution to local communities, that Council officers examine the potential for including GLL in the community planning process, at both a strategic and an operational level; and
- ii. that the Council’s policy governing the use of social media be submitted to a future meeting.

(The GLL representatives left the meeting at this point.)

ABL Strategic Plan 2020-25/Strategic Planning Workshop 2019

The Partnership Manager drew the Board’s attention to the following report:

1.0 Purpose of Report

- 1.1 To present the draft ABL 2020 – 2025 Strategic Plan for approval.**
- 1.2 To review the 2019 ABL annual strategic planning workshop.**

2.0 Recommendations

- 2.1 The Board is requested to approve the draft ABL 2020 – 2025 Strategic plan and note the review of the 2019 annual strategic planning workshop.**

2.2 Members are requested to approve the actions arising from the strategic planning workshop set out below at 3.9 (a) to 3.9 (j).

3.0 **Main Report**

3.1 The 2019 annual strategic planning workshop was held in the BCC offices at 9 Adelaide Street on Wednesday 13th November.

3.2 The workshop ran from 1.00 pm – 8.30 pm and was attended by nine ABL company directors plus two officers from BCC. The workshop was facilitated by Nuala McKinley (Blueprint Development Consultancy)

3.3 As previously agreed the workshop agenda was built almost entirely around the development of the 2020 – 2025 ABL Strategic Plan. The workshop agenda has been circulated.

3.4 The early part of the workshop focused on the strategic and operational context in which ABL operates. Members then considered the ABL governance arrangements. It was subsequently agreed that:

- The timing and number of board meetings was broadly appropriate;
- The contract compliance and realignment arrangements were appropriate; and
- The current reporting calendar and planning was working well but recognised the need to revisit the schedule of reports on an annual basis to ensure alignment with changing priorities

3.5 Members felt that consideration should be given to the appointment of a Deputy Chair to assist and deputise for the Chair. It was agreed that this appointment would add value to the current governance arrangements. It was further agreed that consideration should be given to the deputy chair appointment being restricted to independent volunteer directors as this same restriction applies to the appointment of the Chair.

3.6 The vision and values were agreed as follows:

Aligned to the Belfast Agenda and the four key themes of 'Growing the Economy', 'Living Here', 'City Development' and 'Working and Learning', the ABL 2020 – 2025 Strategic Plan is built on the belief that everyone in the city should be able to enjoy the many benefits of a healthy and active lifestyle. We want to ensure delivery of a high quality, value-for-money leisure service for Belfast. We recognise the need

to work with our partners, and other stakeholders to invest in facilities, services and programmes to improve the health and quality of life for citizens across the city. Consequently the company vision for the future will:

- Focus on the needs of customers and potential customers to maximise centre occupancy and participation;
- Foster a 'can-do' culture and challenge and support GLL to be innovative problem solvers;
- Provide equality of access to affordable high quality facilities, services and programmes;
- Ensure that the services and programmes offer more than just sport;
- Value the pursuit and development of partnerships and pathways;
- Provide value for money and continually innovate to improve services;
- Promote respect, fairness and equality and good relations;
- Ensure that sustainability is considered in all key decisions;
- Ensure the highest standards of health and safety; and
- Support the creation of opportunities for work, and continuing professional development.

3.7 Within discussion relating to board and Director development:

- a) Members agreed that there was a need for a review of ABL in the context of the emerging wider strategic position and the emergence of new structures and stakeholders (e.g. Belfast Agenda) which might have some overlaps with the role of ABL. It was agreed that the review would focus on role, function and remit of ABL.
- b) The notion of planning for one to two open forum meetings per year to allow for broad discussion outside of the formal board meeting structure was discussed. Such meetings would be deliberately planned to provide a more relaxed environment in which to explore issues more thoroughly without the time pressure resulting from the presentation of reports required under the agreed contract compliance calendar.

- c) There is a need to establish an appraisal process for the Directors of ABL. This appraisal would also consider the development needs of individual directors to build capacity and add value to the board. It was further agreed that the Chair should take the lead in delivering the appraisal process.
- d) The Directors induction process should be updated on a regular basis.
- e) Consideration needs to be given to succession planning which coincides with the end of director's terms of office.

3.8 The remainder of the workshop was spent considering the Action Plan element of the Strategic Plan 2020 -2025, with specific focus on themes, actions and potential resources under the 11 themes as set out in Section 4 (Outputs and Priorities) of the draft strategic plan. Namely;

- a) More people, more active, more often
- b) Health benefits
- c) Community engagement
- d) Partnerships and pathways
- e) New users/markets
- f) Deficit controls
- g) Sports development strategic approach
- h) Aquatics strategy delivery
- i) Equality, diversity and good relations
- j) Programming
- k) Pricing

3.9 Key actions in relation to finalising the ABL 2020 – 2025 Strategic Plan and the outcomes from the workshop are as follows:

- a) Partnership Manager agreed to edit v6 draft strategic plan to reflect agreements reached at the workshop. An updated draft is to be presented for consideration by the board on 9th December 2019;
- b) It was agreed that the final Strategic Plan should be presented for Council approval no later than 31st March 2020;
- c) It was further agreed that the development of an action plan to support the strategic plan would be the first priority following BCC approval. An action plan could be developed by the end of February 2020 and presented for board approval on 9th March 2020;
- d) It was agreed that KPI's should continue to be presented on a centre by centre basis.

The Partnership Manager agreed to develop performance report options based on the existing 3 tier approach but with the view reducing the overall number of reports while increasing focus on agreed priorities. This task should necessarily be undertaken alongside the action plan development process;

- e) The election of a Deputy Chair is to be included in the agenda for the Board meeting on 9th December;
- f) The Partnership Manager is to arrange for an additional Board meeting in February 2020. This additional meeting is specifically to provide an open forum for general discussion and strategic 'thinking time'. As such, no formal board papers will be presented. The agenda for this meeting is to be agreed at the board meeting on 20th January 2020;
- g) It was further agreed that the report schedule, as currently set out in the annual contract compliance calendar, should be revised with the intention to reduce the number of reports flowing into the board. If the reduction in the volume of reports clears sufficient time to allow for all reports to be presented in seven of the eight scheduled board meeting, consideration should be given to allocating one meeting to an addition 'open forum' meeting to sit alongside the one outlined in 3.9.6. On review it appears that this would be practical and that the meeting scheduled for September would be an appropriate date to target for this second report free meeting. September would appear to be an obvious target date as, following the BCC July recess, the board meets in August, September and October. A second open forum meeting in September would be roughly six months apart from the planned February date. Capacity to deliver on this outcome would ultimately be subject to the workload and report schedule required to service the new action plan for 2020 – 2025;
- h) The agenda for meetings described in 3.9.6 and 3.9.7 would be open for discussion and may or may not require GLL and/or others to attend. This would be subject to the agreed discussion areas and is likely to differ for each meeting;
- i) The Partnership Manager is to prepare a succession planning forecast for Board membership and recruitment to be presented at a future board meeting; and

- j) An annual Director appraisal process is to be included in the proposed action plan. Director appraisals are to be delivered by the Chair with a completion schedule set up within the annual business calendar.”**

After discussion, the Board adopted the recommendations and:

- i. agreed that the strategic planning process should link into the work being undertaken by other Council sections, such as the Sports Development Unit;
- ii. agreed that the Partnership Manager should proceed with the actions set out in points a) to j) in paragraph 3.9 of the report; and
- iii. granted approval for the Partnership Manager to seek in advance of its meeting on 20th January expressions of interest from independent Board members wishing to be considered for appointment to the post of Deputy Chairperson.

Aquatics Strategy Action Plan

The Partnership Manager reminded the Board that the Aquatics Strategy, which sought to increase participation in aquatic activity across Belfast, had been launched on 21st August.

He explained that, following the launch, the Board had agreed that an action plan should be developed, with a view to defining outcomes and timelines for the purpose of tracking achievements and reporting on outcomes. The Board had, at its meeting on 9th September, in recognising that the plan would be primarily operational in nature, granted approval for the Partnership Manager to work with in close consultation with GLL to formulate a draft action plan for consideration.

He reported that the resulting draft document had been circulated to the Board in November and that, following feedback, it had been amended to reflect the lead role adopted by Active Belfast Limited in establishing the working group tasked with developing the aquatic strategy, convening meetings and reporting on progress. Accordingly, he recommended that the Board approve the revised Aquatics Strategy Action Plan.

The Board adopted the recommendation.

Schedule of Meetings 2020

The Board approved the following schedule of meetings for 2020 and agreed that it should continue to meet at 4.30 p.m.:

- Monday, 20th January;
- Monday, 9th March;
- Monday, 20th April;
- Monday, 8th June;

- Monday, 10th August;
- Monday, 21st September;
- Monday, 12th October; and
- Monday, 14th December.

Early Opening Hours Pilot Initiative – Brook Leisure Centre

The Partnership Manager submitted for the Board's consideration the following report:

“1.0 Purpose of Report

- 1.1 To retrospectively advise directors of a pilot programme to test amended early opening hours at the new Brook Leisure Centre

2.0 Recommendations

- 2.1 The Board is requested to note the details of the pilot programme and associated estimate of additional costs.

3.0 Main Report

- 3.1 The new Brook Leisure Centre opened to the public on 4th December, 2019. The ‘soft opening’ will operate on full opening hours but with a slightly reduced activity programme until full opening on 2nd January 2020.
- 3.2 The GLL contract and subsequent business plan and financial projections for Brook was based on the new centre operating the same opening hours as the old facility. Namely opening at 9.00 am Monday – Friday plus standard weekend hours.
- 3.3 In consideration of the substantially improved facility mix and service offering in the new centre together with a greatly enhanced marketing potential, it is felt that the new centre would be better placed to maximise throughput, community provision, membership sales and overall income if the morning opening time is extended to align with the citywide standard. Consequently, a pilot will operate with effect from the soft opening on 4th December under which the centre will open at 7.00 am Monday – Friday.
- 3.4 The pilot will run for a period of six months until the end of June 2020 (Six months from the full opening on 2nd January)
- 3.5 The extended opening hours will increase weekly availability from 72 hours to 82 hours. Significantly, it will make fitness activities in the gym, studio and pool accessible to early morning users.

3.6 The additional 10 hours per week will impact on projected expenditure resulting in a projected net deficit overspend of circa £62k per year. This estimated figure comprises:

a) Additional utility costs	£30k
b) Additional staff costs	£39k
c) Additional sundries/consumables	<u>£5k</u>
d) Total	£74k
e) Estimated additional income	-£12k
f) Additional net deficit projection	£62K

3.7 Based on the above full year projections, the six month pilot would be anticipated to cost approximately £30k (additional net deficit) if not continued beyond the end of June 2020.

3.8 Additional expenditure has been estimated from existing centre data and known fixed costs.

3.9 Income projections are more subjective as the new centre is so different from the old centre and demand is impossible to assess without a meaningful pilot. The above additional income estimate of £12k is believed to be conservative.

3.10 Business performance at the new Brook LC will be closely monitored in line with existing KPI reports presented to ABL.

3.11 Actual performance will be monitored and analysed on a monthly basis throughout the pilot. On completion of the pilot period a detailed report will be presented to the board outlining actual expenditure, income, key membership sales and user data and year to date net deficit analysis compared to similar centres within the BCC leisure estate.”

The Board noted the contents of the report.

Other Business

No additional items of business were raised.

Date of Next Meeting

The Board noted that its next meeting would take place on Monday, 20th January at 4.30 p.m.

Chairperson