

# Public Document Pack

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

22nd November, 2023

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

Dear Alderman/Councillor,

In addition to those matters previously notified to you, the following items will also be considered at the meeting to be held at 9.30 am. on Friday, 24th November, 2023.

Yours faithfully,

John Walsh

Chief Executive

### **AGENDA:**

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

- (i) Review of Summer Community Diversionary Fund (Pages 1 - 10)
- (j) Update on Hardship Programme 2023/24 (Pages 11 - 16)
- (k) Belfast 24 – Oliver Jeffers Power Plants Commission (Pages 17 - 30)
- (l) Alleygates Phase V (Pages 31 - 42)
- (m) Funding Requests (Pages 43 - 68)

#### **4. Governance**

- (d) Election Accounts May, 2023 (Pages 69 - 74)

#### **8. Equality and Good Relations**

- (c) Modern Slavery Act 2015: Updated Modern Slavery Statement and Corporate Action Plan (Pages 75 - 86)
- (d) Equality and Diversity Annual Report to the Equality Commission for Northern Ireland 2022-23 (Pages 87 - 88)

#### **9. Operational Issues**

- (e) Requests for use of the City Hall and the Provision of Hospitality (Pages 89 - 94)



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of the Local Government Act (Northern Ireland) 2014.

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<b>Subject:</b>	<b>Election Accounts – May, 2023</b>
<b>Date:</b>	24th November, 2023
<b>Reporting Officer:</b>	Nora Largey, Interim City Solicitor/Director of Legal and Civic Services
<b>Contact Officer:</b>	Jim Hanna, Senior Democratic Services Officer

**Restricted Reports**

**Is this report restricted?** Yes  No

**Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.**

Insert number

1. Information relating to any individual
2. Information likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the council holding that information)
4. Information in connection with any labour relations matter
5. Information in relation to which a claim to legal professional privilege could be maintained
6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction
7. Information on any action in relation to the prevention, investigation or prosecution of crime

**If Yes, when will the report become unrestricted?**

<b>After Committee Decision</b>	<input type="checkbox"/>
<b>After Council Decision</b>	<input type="checkbox"/>
<b>Sometime in the future</b>	<input type="checkbox"/>
<b>Never</b>	<input type="checkbox"/>

**Call-in**

**Is the decision eligible for Call-in?** Yes  No

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	To advise the Committee of the cost to the Council of the Local Government Elections held in May, 2023.
<b>2.0</b>	<b>Recommendation</b>
2.1	The Committee is asked to note the report.
<b>3.0</b>	<b>Main Report</b>
	<u>Key Issues</u>
3.1	The local council expenditure for delivering Local Government Elections is, under the provision of the Electoral Law Act (Northern Ireland) 1962, constrained by a scale of expenditure set by the Secretary of State for Northern Ireland.
3.2	The Local Election Fees and Expenses Scale for Belfast City Council for May, 2023 was £909,463. This excludes the cost of candidates' mailing, which is not included within that maximum. However, that cost still must be met by the Council.
3.3	The direct cost to the Council was £292,476.96 and the Electoral Office of Northern Ireland's costs charged to the Council were £551,858.00.
3.4	Therefore the cost of administering and delivering the election was £844,335, which was £65,127.68 under the budget set by the Northern Ireland Office (NIO).
3.5	With the additional cost of candidates' mailing being £26,345.28 this brings the total cost to the Council to £1,120,353.92.
3.6	Compared with the cost of the Elections in 2019 of £853,008.64, this is an increase of £267,345.28.
3.7	This increase is due principally to the general increase in costs since four years ago, particularly staffing costs. Given this increase, a review of how we administer and deliver the elections will be undertaken to identify any potential cost saving measures going forward.
3.8	A breakdown of the cost is attached to this report.
	<b><u>Financial and Resource Implications</u></b>
3.9	None associated with this report. The Council sets, each year during the rate setting process, an amount into a specified reserve to cover the cost of elections and there was sufficient funding in the budget to cover this year's election.

3.10	<p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
<b>4.0</b>	<b>Document Attached</b>
	Election Account

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## Local Government Election Account

### Staff Costs

Polling staff, Count staff, training, security	527,073.55
<b>Staff Costs Total</b>	<b>527,073.55</b>

### Administration Costs

Advertising	9,726.67
Stationery and Printing	63,290.00
Postage (poll cards, proxy poll cards, postal votes, staffing)	143,157.00
Use of Premises	12,680.00
Transportation	25,557.00
Equipment	56,142.00
Materials for verification and count	6,709.10
<b>Administration Costs Total</b>	<b>317,261.77</b>

**SUB TOTAL            844,335.32**

### Postage

Candidates' Election Addresses	276,018.60
<b>Candidates' Election Postage Costs Total</b>	<b>276,018.60</b>

**GRAND TOTAL        1,120,353.92**

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<b>Subject:</b>	<b>Modern Slavery Act 2015: Updated Modern Slavery Statement and Corporate Action Plan</b>
<b>Date:</b>	24th November, 2023
<b>Reporting Officer:</b>	Nora Largey, Interim City Solicitor / Director of Legal and Civic Services and David Sales, Director Neighbourhood Services
<b>Contact Officer:</b>	Sarah Williams, Governance & Compliance Manager

<b>Restricted Reports</b>	
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.</b>	
Insert number <input type="checkbox"/>	
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<b>If Yes, when will the report become unrestricted?</b>	
After Committee Decision After Council Decision Sometime in the future Never	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

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

1.1	The purpose of this report is to provide the Committee with the updated annual Modern Slavery Transparency in Supply Chains Statement to meet the obligations of the Modern Slavery Act, 2015 and an update on the related corporate action plan.
<b>2.0</b>	<b>Recommendation</b>
2.1	<p>The Committee is asked to:</p> <ol style="list-style-type: none"> <li>i. note the updated annual Modern Slavery Transparency in Supply Chains Statement (the “Transparency Statement”);</li> <li>ii. approve the addition of the Transparency Statement to the UK Government’s online registry; and</li> <li>iii. note the progress made on the action plan</li> </ol>
<b>3.0</b>	<b>Main Report</b>
3.1	<p><b>Background</b></p> <p>The Modern Slavery Act 2015 (the “Act”) aims to address slavery and trafficking by enhancing support and protection for victims, giving law enforcement the tools needed to target today’s slave drivers and ensuring perpetrators can be severely punished. It also includes a provision in Section 54 to encourage organisations to ensure their supply chains are slavery-free, known as the Transparency in Supply Chains arrangements (“TISC”).</p>
3.2	<p><b>Key Issues</b></p> <p>The Council has voluntarily published an annual Transparency Statement on its website since 2015. This sets out what the Council has done to ensure there is no modern slavery in its supply chains or any part of its business.</p> <p>This year, the annual Transparency Statement has been reviewed by Commercial and Procurement Services, the Council’s Safeguarding Officer, the Council’s Registrar for Births, Deaths, Marriages and Civil Partnerships and the Equality and Diversity Officer and has been refreshed to reflect current guidance on its content. An updated version for 2022-23 is set out in <b>Appendix 1</b> which, following Council ratification, will be published on the Council’s website.</p>
3.3	<p><u>Recent changes to the Transparency Statement Requirements</u></p> <p>The TISC provisions currently apply to commercial organisations, however, in recent years both the UK Government and the Northern Ireland Department of Justice have reviewed and consulted on these provisions and their potential application to the public sector:</p> <ul style="list-style-type: none"> <li>• In July 2018, the Home Secretary undertook an independent review of the Act and made recommendations, one of which was to strengthen Section 54 by extending the requirement to publish Modern Slavery Statements to government and the public sector.</li> </ul>

	<ul style="list-style-type: none"> <li>• In July 2019, the UK Government launched a consultation on measures to strengthen the TISC arrangements and published its proposals on how it planned to take this work forward. Many of the proposed changes will require legislative change which has not happened to date. The proposed changes would see a strengthening of the TISC arrangements for commercial businesses, and would, for the first time, extend them so they apply to the public sector.</li> <li>• In January 2022, the Northern Ireland Department of Justice (“DOJ”) published its report, summary of responses and next steps in response to its consultation on TISC. It found that overall, there is widespread support for the strengthening of TISC arrangements.</li> </ul>
3.4	<p><u>Approach to Modern Slavery in Northern Ireland</u></p> <p>In October 2022, the DOJ launched a public consultation on a new three-year draft Modern Slavery and Human Trafficking Strategy.</p> <p>The DOJ noted in its consultation that the UK Government plan to make additional changes to the TISC provisions in the Act. The additional changes include:</p> <ol style="list-style-type: none"> <li>1. Reporting on specific topics;</li> <li>2. Publishing the MS statement on a public registry;</li> <li>3. Setting a deadline for submitting a statement annually;</li> <li>4. Extending the requirement to publish a statement to public sector organisations with a turnover of over £36million; and</li> <li>5. The introduction of financial penalties for those that do not publish a slavery statement.</li> </ol> <p>The public consultation closed in January 2023. The DOJ Modern Slavery and Human Trafficking Unit has advised that a report has been drafted and is awaiting sign off.</p>
3.5	<p>It should be noted that the Legislative Consent of the Northern Ireland Assembly will be required to extend any UK Government changes to Northern Ireland.</p> <p>Alongside the consultation, the DOJ published a progress report on the commitments laid out in the 2021-22 Modern Slavery and Human Trafficking Strategy for Northern Ireland. The Progress Report states in part that the DOJ “will engage further with public sector procurement leads once the additional measures to strengthen TISC are progressed in legislation and will become mandatory for all businesses with an annual turnover of over £36million.”</p>

3.6	<p>In March 2021, the UK Government launched an online modern slavery statement registry. Since its launch, over 7,000 statements have been submitted covering over 23,350 organisations on a voluntary basis.</p> <p>Members asked to approve the addition of the Belfast City Council Transparency Statement to this registry.</p>
3.7	<p><b><u>Action Plan</u></b></p> <p>In October 2021, the Council approved an action plan to tackle modern slavery to be taken forward by various departments. This was based on guidance from NILGA. An updated version is attached at <b>Appendix 2</b>.</p> <p>Members should note that the suggested action of developing a Council protocol for reporting suspicions of Modern Slavery has been removed because Government guidance states that suspicions should be reported either to the police or to the Modern Slavery Helpline.</p> <p>Members should also note that an initial awareness session for relevant Belfast City Council managers on recognising Modern Slavery and Human Trafficking was held on 17 November 2022 by the Department of Justice.</p>
3.8	<p><b><u>Reporting</u></b></p> <p>The Governance and Compliance Manager co-ordinates an annual report on progress to be brought to CMT and the Strategic Policy and Resources Committee.</p>
3.9	<p><b><u>Financial and Resource Implications</u></b></p> <p>The implementation of the action plan will involve staff from City and Neighbourhood Services, Legal Services, Governance &amp; Compliance Services, Commercial and Procurement Services, Corporate HR and Marketing and Corporate Communications.</p>
3.10	<p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p> <p>Any equality, good relations or rural needs implications will be identified using the council's usual screening process.</p>
4.0	<p><b>Documents Attached</b></p>
	<p><b>Appendix 1:</b> Draft Modern Slavery Act Transparency Statement 2022 - 23</p> <p><b>Appendix 2:</b> Modern Slavery Action Plan</p>

**Appendix 1**



**Belfast  
City Council**

**Modern Slavery Act Transparency Statement for the period  
01 April 2022 to 31 March 2023**

**Introduction**

The Modern Slavery Act 2015 (the “Act”) places specific responsibilities on organisations to ensure slavery and human trafficking does not exist within their supply chains, and in any part of their own businesses. Organisations need to demonstrate accountability through transparency to protect workers, adults and children from abuse and exploitation.

Belfast City Council is committed to improving practices to prevent slavery and human trafficking. The Council expects suppliers, partners and third parties to adhere to the same values and principles to combat slavery and human trafficking.

This statement is made pursuant to section 54(1) of the Act and constitutes Belfast City Council’s slavery and human trafficking statement for the financial year ending 31<sup>st</sup> March 2023.

**Our structure and our supply chains**

The Council is the local authority for the Belfast area with responsibility for a wide range of services including local planning, economic development, tourism, street cleaning and parks, leisure and waste management.

The [Belfast Agenda](#) is the community plan that the whole city is working towards. Our vision is that by 2035 Belfast will be a city

- Where everyone benefits from a thriving and prosperous economy
- That is welcoming, safe, fair and inclusive for all
- That is vibrant, attractive, connected and environmentally sustainable
- Where everyone experiences good health and wellbeing and
- Where everyone fulfils their potential

Our political governance structure is set out below:



Belfast City Council procured goods, works and services from circa 2,400 suppliers during the last financial year with a supply chain mostly based in the UK and Ireland.

The Council has a responsibility to prevent slavery and human trafficking within its supply chain and in any part of the organisation. As the customer, the Council makes clear to our suppliers, and those wishing to do business with us, what is expected of them.

The Council's tender process require all applicable tenderers to provide confirmation that they are compliant with the Act. They are also required to confirm their subcontractors and suppliers comply with the Act.

### **Our policies in relation to slavery and human trafficking**

Belfast City Council have the following policies or procedures in place, related to mitigating the risks of slavery and human trafficking:

#### **Safeguarding**

In February 2023, Belfast City Council launched our new Safeguarding All Ages Policy, which emphasises that safeguarding is everyone's business. Everyone has a fundamental right to be safe. Whatever the cause, and wherever it occurs, harm caused to children and adults by abuse, exploitation or neglect is not acceptable.

This policy is Belfast City Council's contribution to the fulfilment of a Northern Ireland Executive Programme for Government commitment to deliver a package of measures to safeguard children and adults who are at risk of harm and to promote a culture where safeguarding is everyone's business. It sets out the Council's responsibilities and details where support can be obtained.

The policy is in 2 parts: [Part 1 Safeguarding Policy Children and Young People \(belfastcity.gov.uk\)](#) and [Part 2 Safeguarding Policy for Adults \(belfastcity.gov.uk\)](#).

#### **Equality and Diversity**

We are committed to Equality and Diversity and actively seek to eradicate discrimination and inequality when developing services and when goods and or services are provided on the Council's behalf. To this end we have developed an internal toolkit which integrates equality and diversity into everything we do from policy development to service planning and delivery. The Council's new five-year Equality Scheme which has been drawn up in accordance with Section 75 and Schedule 9 of the Northern Ireland Act 1998 was approved in January 2021.

We are an Equal Opportunities employer and welcome applications from all sections of the community. We are a Lead Partner and Member of Excellence of Employers for Disability NI with members of our recruitment team being accredited as "Disability Positive". We have a dedicated helpline for any applicants who require reasonable adjustments or whose first language is not English. We appoint strictly on the merit principle and our recruitment processes require the completion of relevant pre-employment checks which include eligibility to work in the UK and the uptake of suitable references, where required.

We operate a job evaluation scheme to ensure all employees are paid fairly and equitably.

#### **Raising Concerns**

We encourage workers to raise any concerns that they may have and there are established arrangements in place for handling these. Externally, members of the public and customers can use our [Corporate Complaints Compliments and Comments](#) procedure to report concerns.

### **Fraud and bribery**

We are committed to protecting the public money we look after and to making sure that the opportunity for fraud, bribery or any other financial impropriety is reduced to the lowest possible risk. We have policies and procedures to manage the risk of fraud, bribery and other financial impropriety, including arrangements for prevention and detection as well as arrangements for reporting and investigation.

### **Code of Conduct**

We expect all employees and Councillors to demonstrate the highest standards of conduct and ethical behaviour. We require all Councillors and relevant officer to submit declarations of interests to record and declare personal and pecuniary interests.

### **Social Value Procurement Policy**

Our [Social Value Procurement Policy](#) sets out our approach to delivering on the council's [inclusive growth](#) commitments and explains our social value objectives, the impact these changes will make and how we will work with suppliers using our social value toolkit to achieve our ambitions.

## **Due diligence in assessing modern slavery risk in operations or supply chains**

Belfast City Council's Commercial and Procurement Services team operate a Category Management structure. A Category Management structure within the team enables greater transparency in the identification of risks associated with modern slavery on a category basis.

## **Risk Assessment and Management**

All new suppliers, for new applicable contracts, are assessed as part of the Council's tendering process to ensure that they meet the requirements of the Act.

The Commercial and Procurement Services team completed CIPS Ethical Procurement training achieving the professional standard of CIPS Corporate Ethics kite mark for the service.

An integral part of the risk management is the new Safeguarding All Ages policy, which was introduced in February 2023 and the associated updated training already in place, which includes Modern Slavery and Human trafficking as topics.

## **Key performance indicators to measure effectiveness of steps being taken**

We will communicate this policy to our staff to make them aware of the issue and the Council's obligations.

In October 2021, Belfast City Council approved suggested actions for various council departments based on guidance from the Northern Ireland Local Government Association. These actions include: providing Modern Slavery Awareness Training for all council personnel in public facing services; designating a point of contact to report modern slavery concerns and raise awareness of modern slavery among communities; and collaborating with other councils and agencies. This action plan is being taken forwards by officers.

The Northern Ireland Department of Justice is expected, at some point, to announce guidance on the new duty to report incidences of modern slavery. This may require further training and guidance being issued to staff.

**Training on modern slavery and trafficking**

The Commercial and Procurement Services team commit to retaining the professional standard of CIPS Corporate Ethics during 2022/23. Further Council officers involved in procurement activity will also be selected for this training.

This statement was approved by the Corporate Management Team of Belfast City Council on 20 September 2023.

Signed on behalf of Belfast City Council by:

\_\_\_\_\_

**Nora Largey**  
**Interim City Solicitor and Director of Legal and Civic Services**  
**Date:**

**Policy Control**

<b>Organisation</b>	Belfast City Council
<b>Title</b>	Modern Slavery Act Transparency Statement 2022-2023 v. 0.2
<b>Author</b>	Sarah Williams, Governance and Compliance Manager
<b>Owner</b>	Nora Largey
<b>Review date</b>	
<b>Location of document</b>	Website home page
<b>Approved by</b>	Strategic Policy & Resources Committee and ratified at Full Council
<b>Approval date</b>	



**BELFAST CITY COUNCIL MODERN SLAVERY ACTION PLAN**

**Appendix 2**

<b>Action</b>	<b>NILGA Guidance and Suggested Council Actions</b>	<b>Suggested Lead</b>	<b>Estimated deadline</b>	<b>November 2023 Progress Update</b>
<p>1. Provide Modern Slavery Awareness Training for all council personnel in public facing services.</p>	<p>NILGA Guidance:</p> <ul style="list-style-type: none"> <li>The Department of Justice and the Department of Finance’s Construction and Procurement Delivery can advise on TISC (Transparency in Supply Chains) training for public sector and council procurement leads.</li> <li>The guidance provides a list of voluntary and community sector organisations which can advise on modern slavery and provide training.</li> </ul> <p>NILGA’s suggested next steps for Councils:</p> <ul style="list-style-type: none"> <li>Deliver training for public sector procurement leads in respect of transparency in supply chains.</li> <li>Accessing “Train the trainer” sessions for Councils shared by the Department of Justice to provide Councils with the tools to deliver their own inhouse training on Modern Slavery. <i>(The Train the Trainers session will be built into NILGA’s Regional Training Programme and further information will follow on an ongoing basis as appropriate).</i></li> <li>Using Training Materials for Council Staff, available from the Department of Justice and PSNI. <i>(In April 2019, the Department of Justice and the PSNI wrote to all local Council CEOs to offer training materials for staff on modern slavery concerns.)</i></li> </ul>	<p>Head of Commercial and Procurement Services</p> <p>Director of HR / Governance &amp; Compliance Manager</p> <p>External provider to deliver approved training.</p>	<p>Completed</p>	<p>An initial corporate awareness session was delivered by the NI DOJ Modern Slavery and Human Trafficking branch to relevant managers (BDM&amp;CP and Environmental Health) on 17 November 2022. Further training can be arranged if desired, subject to approval by SP&amp;R and Council.</p>
<p>2. Designate a point of contact to report modern slavery concerns and raise awareness of</p>	<p>NILGA Guidance:</p> <ul style="list-style-type: none"> <li>Councils should <b>designate a lead officer or team who can act as a point of contact</b> and expertise on the issue. Council Community Planning, Good Relations or Policing and Community Partnerships (PCSP) teams are ideally placed to fulfil this role. A Lead Officer from either one of</li> </ul>	<p>Nora Largey and David Sales.</p> <p>To be agreed, at the relevant time, how</p>	<p>Ongoing</p>	<p>CMT has discussed and agreed that Nora Largey and David Sales will act as points of contact for modern</p>

Action	NILGA Guidance and Suggested Council Actions	Suggested Lead	Estimated deadline	November 2023 Progress Update
modern slavery among communities.	<p>these teams could be nominated as the “go to” person for other officers or council workers who have concerns that modern slavery may be happening in certain businesses or in the community.</p> <ul style="list-style-type: none"> <li>• <b>Community Planning Partnerships</b> should be harnessed to share information and to raise awareness of modern slavery with communities and the drive to eradicate it.</li> <li>• <b>PCSPs</b> are a key council resource in the drive to eradicate modern slavery in Northern Ireland. Intelligence which can be disclosed by the PCSP should be shared with the lead person / team in the council appointed as the “go to” for modern slavery concerns.</li> </ul>	we will embed / promote through the Community Planning Structures, SCP and PCSP/DPCSP’s.		slavery and human trafficking concerns.
3. Establish clear procurement guidelines	<p>NILGA guidance: The <b>modern slavery transparency statement</b> required to be published by the Council under Section 54 of the MSA must include the steps the Council has taken during the financial year to ensure that slavery and human trafficking is not taking place in any of its supply chains, and in any part of its own business or; that the organisation has taken no steps in the financial year.</p> <ul style="list-style-type: none"> <li>• Transparency in supply chains is a process of continuous improvement. As stipulated in government guidance, the government expects organisations to <i>build</i> on their statements year on year</li> <li>• Guidance and resources include: Transparency in Supply Chains etc. A practical guide; Council Transparency Statements Portal; TISC Report Transparency Map; LGA’s Tackling Modern Slavery Guide</li> </ul> <p>NILGA’s suggested next steps for Councils:</p> <ul style="list-style-type: none"> <li>• Taking account of any further government developments on proposals to extend the scope of Section 54 (TISC).</li> </ul>	Commercial and Procurement Services – N Bohill	Annually	Annual update to Modern Slavery Transparency Statement has been drafted and approved by CMT. It will be uploaded to the council website and the UK Government registry after SP&R and Council approval.

Action	NILGA Guidance and Suggested Council Actions	Suggested Lead	Estimated deadline	November 2023 Progress Update
4. Collaborate with other councils and agencies	NILGA guidance: Opportunities for <b>collaboration</b> include: <ul style="list-style-type: none"> <li>• All-Council Professional Officers Groups (e.g. the Environmental Health Professional Officers Group, the Local Government Safeguarding Network and the Planning Professional Officers Group);</li> <li>• Cross-council project collaboration (e.g. Arc21); and</li> <li>• Council collaboration with the private sector: e.g. for Economic Development teams to provide guidance to new and existing businesses in their districts on developing modern slavery transparency statements to enhance their competitiveness when bidding for new, or when renewing goods / services contracts.</li> </ul>	All Directors to raise with relevant officers	Immediate / ongoing	This can be started following the roll-out of training to staff

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<b>Subject:</b>	<b>Equality and Diversity: Annual Report to the Equality Commission for Northern Ireland 2022-23</b>
<b>Date:</b>	24th November, 2023
<b>Reporting Officer:</b>	Nora Largey, City Solicitor/Director of Legal and Civic Services
<b>Contact Officer:</b>	Sarah Williams, Governance and Compliance Manager

**Restricted Reports**

**Is this report restricted?** Yes  No

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Insert number

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<b>After Committee Decision</b>	<input type="checkbox"/>
<b>After Council Decision</b>	<input type="checkbox"/>
<b>Sometime in the future</b>	<input type="checkbox"/>
<b>Never</b>	<input type="checkbox"/>

**Call-in**

**Is the decision eligible for Call-in?** Yes  No

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to submit for the Committee's approval the Council's Annual Report to the Equality Commission (ECNI) for 2022/23.
<b>2.0</b>	<b>Recommendation</b>
2.1	The Committee is asked to approve the Council's Annual Report to the ECNI for 2022/23.
<b>3.0</b>	<b>Main Report</b>
	<u>Background</u>
3.1	As required by Section 75 of the Northern Ireland Act 1998, the Council is required to report annually to the ECNI on the progress of the implementation of its Equality Scheme, this is covered in Part A. In addition, an annual update on the delivery of our Disability Action Plan is contained in Part B of the report.
	<u>Key Issues</u>
3.2	The annual report outlining progress on actions identified to promote equality of opportunity and good relations for the period April 2022 – March 2023 is set out <a href="#">here</a> . In addition, updates on the Council's Equality Action Plan <a href="#">here</a> will accompany the Annual Report to the ECNI. Please note that due to resourcing issues in the Equality and Diversity Unit this report has been delayed. A draft version will be provided to the ECNI subject to Council ratification.
	<b>Financial and Resource Implications</b>
3.3	None.
	<b>Equality or Good Relations Implications / Rural Needs Assessment</b>
3.4	The Annual Report contributes to the Council's compliance with section 75 of the Northern Ireland Act 1998.
<b>4.0</b>	<b>Documents Attached</b>
	None



<b>Subject:</b>	<b>Requests for use of the City Hall and the Provision of Hospitality</b>
<b>Date:</b>	24th November, 2023
<b>Reporting Officer:</b>	Nora Largey, Interim City Solicitor and Director of Legal and Civic Services
<b>Contact Officer:</b>	Aisling Milliken, Functions and Exhibition Manager

<b>Restricted Reports</b>													
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>												
<p><b>Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.</b></p> <p>Insert number <input style="width: 30px; height: 20px;" type="text"/></p> <ol style="list-style-type: none"> <li>1. Information relating to any individual</li> <li>2. Information likely to reveal the identity of an individual</li> <li>3. Information relating to the financial or business affairs of any particular person (including the council holding that information)</li> <li>4. Information in connection with any labour relations matter</li> <li>5. Information in relation to which a claim to legal professional privilege could be maintained</li> <li>6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction</li> <li>7. Information on any action in relation to the prevention, investigation or prosecution of crime</li> </ol>													
<p><b>If Yes, when will the report become unrestricted?</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;"><b>After Committee Decision</b></td> <td style="width: 5%;"><input type="checkbox"/></td> <td style="width: 25%;"></td> </tr> <tr> <td><b>After Council Decision</b></td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td><b>Sometime in the future</b></td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td><b>Never</b></td> <td><input type="checkbox"/></td> <td></td> </tr> </table>		<b>After Committee Decision</b>	<input type="checkbox"/>		<b>After Council Decision</b>	<input type="checkbox"/>		<b>Sometime in the future</b>	<input type="checkbox"/>		<b>Never</b>	<input type="checkbox"/>	
<b>After Committee Decision</b>	<input type="checkbox"/>												
<b>After Council Decision</b>	<input type="checkbox"/>												
<b>Sometime in the future</b>	<input type="checkbox"/>												
<b>Never</b>	<input type="checkbox"/>												

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

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	This report and 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 10th November, 2023.
<b>2.0</b>	<b>Recommendation</b>
2.1	The Committee is asked to approve the recommendations as set out in the appendix.
<b>3.0</b>	<b>Main Report</b>
	<p><b><u>Background Information</u></b></p> <p>The current criteria for use of the function rooms used to review external applications is:</p> <p>3.1 Functions permitted</p> <ul style="list-style-type: none"> <li>• functions which support other events in the city and which are of demonstrable economic benefit to Belfast whether organised by the council or not</li> <li>• functions which demonstrably enhance the city's image nationally or internationally as a desirable commercial, business or tourist destination</li> <li>• functions designed to celebrate or commemorate a notable achievement or significant anniversary (25, 50, 100 years) by an organisation or body with close links to the city or province</li> <li>• functions organised by recognised local community or voluntary sector groups for non-profit and non-political purposes.</li> </ul> <p>3.2 Functions not permitted</p> <ul style="list-style-type: none"> <li>• conferences, meetings, seminars, performances, wedding receptions, private parties or receptions and similar booking requests in the prestige function rooms</li> <li>• functions, which have as their principal purpose the generation of commercial gain for the organisers. Charity-fundraising functions are managed by the Lord Mayor's Office.</li> <li>• functions which have no compelling links to the council or the city specifically and which could instead use local private sector facilities</li> <li>• functions which have as their primary purpose the advancement of any political or religious cause or campaign or are otherwise potentially contentious or involve significant reputation risks for the council.</li> <li>• functions which involve exceptionally large or disruptive set-ups or pose a real and tangible risk to the fabric of the building or grounds.</li> </ul>



<p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p>	<p><b><u>Key Issues</u></b></p> <p>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.</p> <p>The attached schedule covers 8 applications for functions, scheduled for 2024 and 2025.</p> <p><b><u>Financial and Resource Implications</u></b></p> <p>None, any recommendations for hospitality will be met from existing budgets.</p> <p><b><u>Equality or Good Relations Implications / Rural Needs Assessment</u></b></p> <p>None.</p>
<p><b>4.0</b></p>	<p><b>Document Attached</b></p>
	<p>Schedule of function requests received up to 10th November, 2023</p>

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## NOVEMBER 2023 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET		HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
<b>2024 EVENTS</b>						
Pharmacy Forum	8 February 2024	<b>Rewarding Excellence Awards</b> celebrating excellence in pharmacy profession and fellowships awarded for outstanding contributions. Numbers attending – 100	B & C	No (charity)	Yes, Tea and coffee Reception	Approve No Charge Tea and Coffee Reception  <i>£500 given to their chosen caterer for wine on arrival</i>
European Youth Parliament	27 February 2024	<b>NI Regional Session of Youth Parliament</b> - teams of secondary students debate and present their ideas and solutions on current topics. Numbers attending – 100	B & D	No (Charity)	Yes, Tea and coffee Reception	Approve No Charge Tea and Coffee Reception  <i>£500 given to their chosen caterer for wine on arrival</i>
Indian Women Association Belfast	10 March 2024	<b>International Women's Day Celebration</b> - Cultural programme of lunch and entertainment. Numbers attending 100	D	No charge as not for profit group	Yes, Tea and coffee Reception	Approve No Charge Tea and Coffee Reception  <i>£500 given to their chosen caterer for wine on arrival</i>
Association of Canadian Studies in Ireland (ACSI)	9 May 2024	<b>Reception for the 21st Biennial International Conference of the Association of Canadian Studies in Ireland</b> for guests attending their 3 day congress taking place in Queens University. Numbers attending - 150	A & B	No as Charity and linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality
British Council Northern Ireland	5 September 2024	<b>Study USA Graduation 2024</b> for students returning to Northern Ireland following completion of their year's study in the United States under the Study USA programme and in recognition of	A & B	No (Charity)	Yes, Tea and coffee Reception	Approve No Charge Tea and Coffee Reception  <i>£500 given to their chosen caterer for wine on arrival</i>

## NOVEMBER 2023 CITY HALL FUNCTION APPLICATIONS

		their achievements and to celebrate the success of the programme,  Numbers attending - 120				
DFK International	7 November 2024	<b>DFK Annual Gala Ball -</b> Dinner and entertainment for guests attending their 7 day congress  Numbers attending - 130	A & B	No (Waiver as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality
Polish Educational and Cultural Association	23 November 2024	<b>Polish Independence Day 2024</b> –Celebration event to promote diversity and reflect on positive contribution of Polish community.  Numbers attending – 160	C & D	No charge as Charity	Yes, Tea and coffee Reception	Approve No Charge Tea and Coffee Reception  <i>£500 given to their chosen caterer for wine on arrival</i>
<b>2025 EVENTS</b>						
Ulster University  (Local organiser for the British Accounting & Finance Association Conference)	1 May 2025	<b>British Accounting &amp; Finance Association Conference Dinner and entertainment</b> for guests attending their 3 day congress taking place in Ulster University.  Numbers attending - 400	A & B	No (Waiver as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality