



Subject:	Annual GLL policies and operational procedures alignment statement
Date:	Tuesday 13 th June 2023
Reporting Officer:	David Sales, Director of Neighbourhood Services
Contact Officer:	Noel Munnis, Partnership 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 present members with annual assurances on GLL policy and procedure alignments as set out within the leisure management contract.
2.0	Recommendations
2.1	The Committee is requested to: <ul style="list-style-type: none">• Consider the information provided below and to note the statement of policy alignment as presented at 3.10 below.
3.0	Main report
	<u>Background</u>
3.1	Under the terms of the leisure contract between BCC and GLL, Council (previously via ABL) is required to assess and provide assurance that specified GLL policies and operating

	<p>procedures reflect those of Belfast City Council. This requirement is set out in the partnership specification and leisure management contract documentation. The last annual policy and procedure alignment report was presented to ABL in April 2022.</p>
3.2	<p>GLL are not required to adopt BCC policies and procedures but are required to have policies and operational procedures in place that are substantially aligned to those of the Council. Key policy areas specified within the leisure management contract are:</p> <ul style="list-style-type: none">a) Equality & Diversityb) Health & Safety (including safeguarding)c) Human Resourcesd) Emergency Support & PSNI/BCC Public Safety
3.3	<p>Each policy area is continually monitored as part of the CNS contract compliance and performance assurance programme. GLL policy documents and operational method statements are held by CNS and are confirmed/updated annually.</p> <p>Assurance statements are scheduled to be presented to committee annually in May. This report was delayed until June due to local government election in May.</p> <p><u>Outcomes and proposals</u></p>
3.4	<p>GLL policies and procedures related to the above four areas remain under ongoing review. Each is monitored by CNS officers in consultation with corporate colleagues where appropriate. The CNS Partnership Manager liaises directly with the relevant dedicated BCC departments/sections and co-ordinates any necessary actions with GLL.</p>
3.5	<p>Since contract commencement in 2015 it has been standard practice to conduct intermittent in-depth reviews of GLL policies and procedures around Equality & Diversity and Health & Safety.</p>
3.6	<p>The next in-depth assessment of Equality and Diversity alignment will be carried out in the Autumn of 2023.</p>

3.7	Health and Safety is rightly regarded as a key BCC corporate risk. Consequently, GLL compliance with H&S legislation is closely monitored and has been independently reviewed by external consultants on three separate occasions over the last seven years.
3.8	GLL Human Resources practices, including TUPE transfer conditions as set out in the leisure management contract, are standard agenda items at monthly CNS/GLL strategic meetings and are the subject of regular meetings at Director and Chief Executive level.
3.9	Under Emergency Support & PSNI/BCC Public Safety GLL are required to make Council leisure facilities and GLL staff available when required. The CNS Partnership Manager sits on the Council's Emergency Planning Group to co-ordinate any activities or issues relevant to the leisure estate or the GLL management contract.
3.10	<p>Ongoing contract compliance monitoring alongside a review of previous analysis concludes that key GLL and BCC policy and operating procedures remain substantially aligned. Consequently, we are satisfied that the current arrangements and outputs support the following statement:</p> <p>'At 6th June 2023, BCC and GLL policies and operational procedures in relation to Equality & Diversity, Health & Safety, Human Resources and Emergency Support & PSNI/BCC Public Safety are closely aligned with no significant variances or areas of concern to address.'</p>
3.11	<p><u>Communications & Public Relations</u></p> <p>None</p>
3.12	<p><u>Financial & Resource Implications</u></p> <p>None</p>
3.13	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4.0	Appendices – Documents Attached
	None