

Public Document Pack

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



**Belfast
City Council**

7th November 2016

MEETING OF PEOPLE AND COMMUNITIES COMMITTEE

Dear Alderman/Councillor,

The above-named Committee will meet in the Lavery Room - City Hall on Tuesday, 8th November, 2016 at 4.30 pm, 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) Request for Deputations

2. Committee/Strategic Issues

- (a) Connswater Community Greenway progress update (Pages 1 - 2)
- (b) Minutes of Meeting of the Strategic Cemetery and Crematorium Development Working Group (Pages 3 - 10)
- (c) Fuel Poverty Update (Pages 11 - 24)
- (d) Tribunal Service Evaluation (Pages 25 - 56)

3. **Physical Programme and Asset Management**

- (a) Official recognition of the “White Stone on Cave Hill” (Pages 57 - 62)
- (b) Keyholding Agreement with Clonard Residents Association (Pages 63 - 66)
- (c) Renewal of Licence to Use Agreement with Grow (Pages 67 - 84)
- (d) BMX Race Track (Pages 85 - 88)
- (e) Shaftesbury Energy Report (Pages 89 - 92)

4. **Finance, Procurement and Performance**

- (a) Parks Events Small Grants Scheme (Pages 93 - 96)
- (b) Hire Charges for Council Pitches (Pages 97 - 104)

5. **Operational Issues**

- (a) Anti-Social Behaviour (Citywide and Holylands) (Pages 105 - 114)
- (b) Pride of Place Gala Event 2016 (Pages 115 - 118)
- (c) Management and Control of Japanese Knotweed (Pages 119 - 122)
- (d) Street Naming/Dual Language (Pages 123 - 126)
- (e) Cancer Research UK - use of Ormeau Park (Pages 127 - 128)
- (f) World 24 hour Running Championship 2017 - Victoria Park (Pages 129 - 130)



Subject:	Connswater Community Greenway progress update
Date:	8 November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department Elaine Black, Policy and Business Development Officer

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 update Members on the plans to ensure the sustainable animation of the Connswater Community Greenway (the Greenway) as a 'living landmark', in partnership with Connswater Community Greenway Trust (CCGT).
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> Grant authority for officers to develop proposals to review the existing joint partnership arrangement and to collaboratively develop with CCGT the ongoing management and animation arrangements for the Greenway, post-construction.
3.0	Main report
3.1	As a result of a successful bid for Big Lottery funding led by Eastside Partnership in 2007, Council has a legal agreement with East Belfast Partnership Board (now known as Eastside Partnership) and this includes a 40 year commitment to maintain and manage the Greenway.
3.2	The Council, Big Lottery and Rivers Agency along with CCGT (a subsidiary company of Eastside Partnership) are the key partners on the strategic oversight group and operational project delivery board during and post construction of the Greenway.

3.3	Both Council and CCGT acknowledge the advantages of working in partnership and the benefits each organisation brings to developing the Greenway as a living landmark. The CCGT has played and continues to fulfil an important 'champion' role, ensuring that the local community and further afield, form and sustain connections to the Greenway. In turn, this has positive regeneration outcomes in relation to health, volunteering and reducing anti-social behaviour.
3.4	Now, with a year until completion, the Delivery Board chaired by the Council, has considered it timely to review achievements to date and ongoing animation needs post-construction.
3.5	It is therefore proposed that the Council engages with CCGT to develop and design future partnership arrangements, for consideration at a future Committee.
3.6	The new partnership arrangements will seek to build on existing practice and integrate 'best in class' collaborative practice. The primary objective will be to protect and sustain this living landmark, delivering maximum regeneration benefit and delivering good value for money. This will align with the City and Neighbourhood Services Departmental change programme. The Town Solicitor will provide any necessary legal advice as part of the review and development process.
3.7	As part of this development process, an animation plan for 2017 will be brought to Committee for its consideration. Funding to support the project is available up to end 2017 and project performance reporting is carried out on a quarterly basis.
	<u>Financial & Resource Implications</u>
3.8	There are no financial implications at this stage.
	<u>Equality or Good Relations Implications</u>
3.9	Any amendments to the existing arrangements will be equality screened, prior to presentation to Committee.
4.0	Appendices – documents attached
4.1	None



Subject:	<i>Update on Strategic Cemetery and Crematorium Development</i>
Date:	<i>8 November 2016</i>
Reporting Officer:	<i>Nigel Grimshaw, Director of City and Neighbourhood Services</i>
Contact Officer:	<i>Rose Crozier, Assistant Director Claire Sullivan, Policy and Business Development Officer</i>

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

1.0	<p>Purpose of Report or Summary of main Issues The purpose of this report is to report to committee on the key issues discussed at the Strategic Cemeteries and Crematorium Working Group meeting held on 2 November 2016.</p>
2.0	<p>Recommendations That the People and Communities Committee approve the minutes and the recommendations from the Strategic Cemeteries and Crematorium Working Group meeting held on 2 November 2016.</p>
3.0	<p>Main report The Strategic Cemeteries and Crematorium Working Group is a Working Group of the People and Communities Committee which consists of an elected member from each of the political parties.</p> <p>The minutes from the Strategic Cemeteries and Crematorium Working Group are brought before the Committee for approval.</p> <p>The key issues discussed at the 2 November meeting were: <u>Terms of Reference for Strategic Cemetery and Crematorium Development Working Group</u></p>

Members reviewed and reaffirmed the Terms of Reference which had been agreed at the meeting of the Working Group on 5th November 2015.

City Cemetery Heritage Project

Members noted the update that was provided on the development of the City Cemetery Heritage project. This included that in July 2015 the Council received a development grant of £165,800 from the Heritage Lottery Fund to develop detailed plans for the project in advance of submitting a Stage 2 application for £1.69m (to be match funded by the Council of £390k). Should the Stage 2 application be successful it is anticipated that work would commence on the site in early 2018.

Memorial Safety Inspection Programme

Members noted the update that was provided in relation to the roll out of the Memorial Safety Inspection Programme which had commenced in Balmoral Cemetery and which would be extended to other council cemetery facilities, including Shankill Graveyard, Knock, Friars Bush and Clifton Street cemeteries. It is anticipated that the memorial inspection programme in these cemeteries would be completed in early 2017.

Following completion of the programme in these historic cemeteries, it will then commence in Roselawn Cemetery. In early January 2017 public notices will appear in the regional and local press informing the public that the safety inspections will be taking place in Roselawn and they will also be promoted through the Council's usual communications channels.

More details regarding the above issues and recommendations are included in the minutes for this meeting which are attached as appendix 1.

Financial & Resource Implications

The costs associated with the implementation of the various items outlined will be met through existing budgets.

Equality or Good Relations Implications

The Memorial Management Policy was equality screened in line with the Council's process. Any changes to policy will be equality screened in line with the Council's equality process.

4.0

Appendices – Documents Attached

Appendix 1 – Copy of the Minutes of the Strategic Cemeteries and Crematorium

	Working Group's meeting on 2 November 2016.

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**STRATEGIC CEMETERY AND CREMATORIUM
DEVELOPMENT WORKING GROUP**

Minutes of Meeting of 2nd November, 2016

Members Present: The High Sheriff, Alderman Rodgers (Chairperson);
 Alderman Sandford and
 Councillor Lyons.

In Attendance: Mr. N. Grimshaw, Director of City and Neighbourhood
 Services;
 Mrs. C. Sullivan, Policy and Business Development
 Officer and;
 Mr. G. Graham, Democratic Services Assistant.

Apologies

An apology was reported on behalf of Councillor McCabe.

Minutes

The minutes of the meeting of 5th October were taken as read and signed as correct.

Declarations of Interest

No declarations of interest were reported

Terms of Reference

The Working Group reviewed and reaffirmed its terms of reference, as presented at its meeting on 5th November, 2015.

City Cemetery Heritage Project

The Policy and Development Officer provided the Working Group with an update on the Council's City Cemetery Heritage Project. She referred to the fact that, despite the Belfast City Cemetery being an important site in terms of its history and heritage, its significance and links to the City of Belfast had not been developed or publicised extensively.

She reminded the Members that, in July 2015, the Heritage Lottery Fund had provided the Council with funding of £165,800 to develop a project, aimed at the protection and enhancement of the existing heritage within Belfast City Cemetery and that this would be achieved through a combination of the following elements:

1. Capital
2. Restorative
3. Interpretive
4. Bio –diversity and;
5. Promotional.

She reported that, as part of the process, a Conservation Architect and Interpretive Planner had been procured to assist with the development phase and that Council officers would be working with them, with the objective of submitting a stage 2 funding application to the Heritage Lottery Fund. This application for funding, if successful, would draw down a further £1.69 million and the Council would contribute £390,000 of match funding. She reported also that extensive consultation and engagement would be taking place over the next twelve months with a wide range of stakeholders. In response to a question from a Member, she stated that the funding for the project would be made available from within the Council's capital programme and that it was anticipated that, should the application be successful, work at the City Cemetery would commence in early 2018.

Noted.

Memorial Safety Inspection Programme

The Policy and Development Officer provided the Working Group with an update on the progress which had been made in respect of the implementation of the Council's Memorial Safety Inspection Programme. She reminded the Members that a previous report in the matter had been presented to the Working Group in October, 2016. She referred to the roll out of the programme which had commenced in Balmoral Cemetery and which would be extended to other council cemetery facilities, including Shankill Graveyard, Knock, Friars Bush and Clifton Street cemeteries. It was anticipated that the memorial inspection programme in these cemeteries would be completed in early 2017.

She advised the Working Group that, upon completion of the historical cemeteries, the inspection programme would commence in Roselawn Cemetery. It was anticipated that the inspection programme for Roselawn Cemetery would commence in February, 2017 and would not be completed until the end of that year. In response to a question from a Member in terms of measures which could be adopted to inform grave owners and the visiting public in regard to the safety inspection programme, she stated that public notices would appear in the regional and local press in early January and that a comprehensive publicity campaign would be launched, using the Council's existing communication channels, including City Matters. A public information leaflet, which would explain the process, would be available on site also. The Policy and Development Officer, in response to a question from a Member regarding the staking and banding process for securing unstable headstones, reported that industry standards of best practice would be adhered to. She advised also, in respect of a further question relating to issues of inappropriate imagery, that legal advice was being sought in relation to this matter and that the Working Group would be provided with an update in due course.

Report on Future Cremation Services

The Chairperson, on behalf of the Working Group, expressed his disappointment that a report in respect of the above-mentioned matter had not been made available for its consideration. The Director of City and Neighbourhood Services acknowledged the concerns of the Working Group and explained that the reason for the report not being submitted had been due to a delay in receiving it from the consultants. He reported that officers were working closely with the consultants to ensure the report would be completed in time for the next meeting of the Working Group.

The Working Group noted the information which had been provided and that the Director would arrange for Political Parties to be briefed on the report, prior to it being submitted to the People and Communities Committee.

Date of Next Meeting

The Working Group agreed that its next meeting would be held on Monday, 5th December at 12.30 p.m.

Chairperson

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Subject:	Fuel Poverty Update
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Siobhan Toland, Assistant Director, City & Neighbourhood Services Department.

Is this report restricted?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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	Members will recall that reports on the Affordable Warmth Scheme were considered at both the June and August Committees.
1.2	At its September meeting, Council agreed that a report be submitted to a future meeting of the People and Communities Committee on the feasibility of amending the terms of reference for the Reference Group on Older People to allow for it to address the issue of fuel poverty or of introducing some other mechanism, given that fuel poverty was not restricted solely to older people.
1.3	This report provides an update to Members on the work the Council currently undertakes to support households suffering from fuel poverty and the steps it is taking through the winter planning group to improve and better co-ordinate this. The report also provides Members with an update on correspondence received from the Department for Communities and recent meetings between the Department and officers delivering the Affordable Warmth Scheme. All relevant correspondence can be found in Appendix 1.
1.4	The report also provides an update to Members on the work the Council and other partners are proposing in relation to the provision of winter warmth packs for vulnerable households in the city.

2.0	Recommendations
2.1	The Committee is asked to <ul style="list-style-type: none"> Note the contents of this report.
3.0	Main Issues
3.1	<p><u>All Party reference Group on Older People</u></p> <p>The Reference Group met on 21st September to consider the motion referred to in paragraph 1.2 and were updated on the Council discussion on the issue of fuel poverty. Members agreed this is a priority for the Council and is an important issue when considering older people’s needs. It was agreed that it continued to be raised at this Committee when considering affordable warmth and fuel poverty issues.</p>
3.2	<p><u>Winter Planning Group For Older People</u></p> <p>The need for a joined up approach to winter planning with older people was raised through priority actions identified by the Greater Belfast Seniors Forum, discussions in Belfast Healthy Ageing Strategic Partnership (HASP) steering group and links with the Public Health Agency (PHA) about the distribution of winter warmth packages. The Winter Planning Group (See Appendix 2) was established:</p> <ul style="list-style-type: none"> To co-ordinate information to older people before or just as cold period starts-key contacts, keeping warm, avoiding or acting on burst pipes-also making sure key contacts are reachable, explore the expert patient/self-management approach To ensure a joined up approach to fuel poverty and coordinate benefit uptake, encourage a warm zones approach To keep up to date with Emergency planning and build on work from previous years, review any lessons learned and changes needed with older people and a range of contacts.
3.3	<p>At the last meeting it was agreed that there is potential for additional cross referral between the affordable warmth scheme, home safety check scheme, the chronic disease hub, AGE NI First Connect service and National Energy Action. The agencies are working together to consider how this can be achieved.</p>
3.4	<p><u>Affordable Warmth Scheme Update</u></p> <p>The Council’s Affordable Warmth team continues to deliver 46 completed surveys to Northern Ireland Housing Executive per month as specified in the current Service Level Agreement between the Council and the Department for Communities (DfC). To date, the scheme has installed 1378 energy efficiency measures in 879 homes in Belfast. The value</p>

	of approvals issued is just under £3.5 million.
3.5	While the scheme is primarily targeted, the Council receives a high number of enquiries and self-referrals. Each self-referral is assessed for eligibility and a triage system is used to prioritise each case. High priority cases are dealt with first i.e. households with broken heating systems or no central heating system at all. The Service Level Agreement states that that no more than 20% of the 46 surveys can be self-referrals. The Affordable Warmth Coordinator recently met with DfC to discuss the possibility of flexibility on this percentage due to an increasing number of high priority cases over the winter months. DfC acknowledged the issue and it was agreed that an increase in the percentage of self-referrals due to the number of high priority cases could be acceptable, provided that any deviations are discussed with the Department. The possibility of increasing the monthly target of 46 was also discussed, the Department will keep the Council informed if extra funding becomes available.
3.6	The affordable warmth co-ordinator works closely with colleagues across the Council. She attends the Winter Planning meetings and will be providing an update on the Affordable Warmth Scheme to the Council's All Party Reference Group on Older People.
3.7	If householders are not eligible for the Affordable Warmth Scheme, they are referred to the NIHE Boiler Replacement Scheme and other energy efficiency grant schemes through National Energy Action. Project officers also offer energy efficiency advice and refer householders to other Council services such as the Home Safety Check Scheme, the 'Be Warm' Fuel Stamp Scheme and other Council Departments where appropriate.
	<u>Other Fuel Poverty Measures</u>
3.8	The home safety team complete 1,200 family home safety checks per year. The Council, in partnership with the PHA and the Trust, delivers the "Home Safety and Repair Service" for people aged 65 and over living in the Belfast City Council area; as part of this scheme a further 500 home safety checks are completed. These home visits give officers an insight into individuals' living conditions and staff are aware of how to identify if anyone is living in fuel poverty (document attached). Because of the link between increased home accidents (e.g. falls and unintentional injury) for those living in cold homes, the regional home safety check form collates information relating to home heating.
3.9	Based on this information the home safety team make referrals to the Affordable Warmth

	<p>team and agencies such as Bryson Energy and National Energy Action. The home safety officer sits on the winter planning meetings where fuel poverty is discussed.</p> <p>Environmental Health Officers, when carrying out their housing duties, come across individuals living in fuel poverty and will also make referrals to the various schemes and agencies listed above.</p>
3.10	<p><u>Be Warm Fuel Stamp Scheme</u></p> <p>Our fuel stamp scheme 'Be Warm', helps householders save for home heating oil, by spreading the cost of their fuel. Residents can buy oil stamps from participating retailers, collect them on a savings card and use the value of the stamps to pay for all or part of your oil when placing an order. The scheme is available throughout Belfast. Stamps can be purchased from 35 retailers and are accepted by 47 Oil Suppliers. To date the scheme has sold £1.5 million worth of stamps.</p>
3.11	<p><u>Winter Warmth Packs</u></p> <p>Each year the Council procures 600 children's winter warm packs on behalf of the Public Health Agency. These packs are distributed by 9 Sure Starts in Belfast to families with young children (under 5) who meet the criteria. An additional £11,000 funding will be spent on older persons' winter packs next month. These packs will be procured by HASP and Age NI and provided to community groups and organisations who will distribute them to individuals who meet the criteria (See Appendix 3).</p>
3.12	<p>The Council also holds a number of packs in reserve. These are used to support vulnerable adults or groups and to assist the Council's response in the event of an exceptional cold spell.</p>
3.13	<p>The criteria to determine eligibility for a pack were agreed previously by Committee. The procedure to be followed for the distribution of packs was recently reviewed by Audit Governance and Risk Services. Both this and the eligibility criteria can be found in Appendix Three.</p>
3.14	<p><u>Financial & Resource Implications</u></p> <p>There are no Financial, Human Resources, Assets and other implications in this report. However it is noted that the reduced funding for the affordable warmth scheme in 2016/17 will require a review of resource.</p>

3.15	<u>Equality or Good Relations Implications</u> There are no direct Equality implications.
4.0	Appendices - Documents Attached
4.1	Appendix 1 - Correspondence with the DFC re Affordable Warmth Scheme Appendix 2 - Membership of Winter Planning Group Appendix 3 - Eligibility Criteria for receiving a winter warmth pack.

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Department for

Communities

www.communities-ni.gov.uk

From: The Private Secretary

5th Floor
Lighthouse Building
1 Cromac Place
Gasworks Business Park
Ormeau Road
Belfast
BT7 2JB

e-mail: Private.Office@communities-ni.gov.uk

Tel: (028) 90829034

Ms Sara Steele
Democratic Services Section
Belfast City Council
Chief Executive's Department
City Hall
BELFAST
BT1 5GS

Our ref: INV-1495-2016

19 September 2016

Dear Ms Steele

Thank you for your letter dated 8 September 2016 requesting a meeting with Minister Givan MLA to discuss the wider fuel poverty agenda.

Minister and his predecessors have received a number of requests from Belfast City Council to discuss fuel poverty. Minister has asked me to reassure the Council that fuel poverty is a key priority for this Department. Officials met with Council representatives on 24 May 2016. Minister Givan MLA met with Suzanne Wylie, Belfast City Council Chief Executive and Party representatives from Belfast City Council on 13 September 2016 to discuss a partnership approach to delivery on common priorities for Belfast and the region. This included the Department's proposed Social Strategy, which will include fuel poverty. Minister Givan reassured the representatives during that meeting that they would be consulted regarding the development of the Executive's Social Strategy.

I am sure you can appreciate that Minister's diary is very committed; however, in the event that Minister is unavailable senior officials can meet to discuss areas of concern. Where concerns are identified Officials will provide feedback to Minister for consideration.



Members of the Democratic Services Committee may have been unaware that Minister Givan met with the Council on 13 September 2016. You may wish to speak to Ms Wylie to obtain an update on the meeting.

Yours sincerely

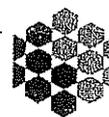


PAMELA BAXTER
Private Secretary



From the Office of the Minister

Ón Aire



Department of

Finance

An Roinn

Airgeadais

www.finance-ni.gov.uk

Tel: 028 9081 6711

Guth:

E-mail: private.office@finance-ni.gov.uk

R-phost:

Your reference:

Do thagairt:

Our reference: INV/1221/2016

Ár dtagairt:

Mrs Sara Steele
Democratic Services Section
Belfast City Council
Chief Executive's Department
City Hall
Belfast
BT1 5GS

16th August 2016

Dear Sara

Thank you for your letter of 1st August 2016 to Máirtín Ó Muilleoir MLA requesting a meeting to discuss funding including a mechanism for reallocation of underspends for the Affordable Warmth Scheme.

The Minister has read your letter and whilst he appreciates the Council Members' concerns and frustration, it is the Minister for Communities to determine the priorities within his budget.

The Minister would encourage you to pursue your engagement with Department for Communities at both official and Ministerial level.

On this occasion, the Minister therefore respectfully declines your invitation.

Yours sincerely

G. Cahoon

PP SEAN KERR
PRIVATE SECRETARY TO MÁIRTÍN Ó MUILLEOIR

Appendix Two

Winter Planning Group (Membership)

Members are:

- Age-friendly Belfast/Healthy Ageing Strategic Partnership
- Belfast City Council Emergency planning
- Belfast City Council Home Safety
- Belfast City Council Affordable Warmth Scheme
- Belfast Health Development Unit
- BHSCT Health improvement team
- BHSCT Chronic disease Hub
- Red Cross
- NEA
- NIHE
- Age Partnership Belfast-Volunteer Now, North Belfast Senior Citizens Forum and Engage with age

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Keep Warm Packs 2016

(To be completed for each recipient)

Please indicate on the form below how the recipient meets the criteria for receipt of a Keep Warm Pack and complete personal details on reverse.

The Keep Warm Packs are available for distribution to those who:

1. are experiencing fuel poverty **and**
2. have not received a Keep Warm Pack from a different source in the last year
3. fall into one of the following categories listed below:
4. and are not linked in with any of the other keep warm pack providers

All persons requesting a pack will be contacted by the Health and Well Being Team to assess need, so please provide a contact number.

Category	Details	Tick all that apply
(a) Adult with an underlying cold-related illness or illness that makes them more vulnerable in the cold	Asthma	
	Chronic bronchitis or emphysema	
	Coronary heart disease	
	Stroke and TIA	
	Disability that makes them less mobile	
	Any long-term condition that worsens in the winter	
(b) People aged 65+		
Other (if a client does not meet any of the above criteria but would benefit from a pack to combat the effects of living in a cold home)	Please give reason:	

PLEASE RETURN TO:

Environmental Health, The Cecil Ward Building, 4-10 Linenhall Street, BT28BP

Name of the Recipient: _____

Address of the Recipient: _____

Postcode of recipient: _____

Contact number: _____ Best time to call? _____

Sex:

Male:	_____	Female:	_____
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Size Recieved:

Small (Ladies only)	Medium	Large	Extra Large
_____	_____	_____	_____

Provided by (organisation name): _____

Date: _____



Subject:	City Wide Tribunal Service
Date:	8 November 2016
Reporting Officer:	Nigel Grimshaw, Director of City & Neighbourhood Services
Contact Officer:	Cate Taggart, Community Development Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 the report is to provide Members with an update on the findings of the evaluation of the Belfast Citywide Tribunal Service and to present options for consideration in relation to the future funding support of the programme. (See Appendix 1)
2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> Note that funding for the citywide Tribunal Service will cease in December 2016. Members are aware that it is unlikely council will be in a position to re-allocate any forecast in-year underspend for non-recurrent purposes in 2017/18. Officers are currently working with BAG in order to review their service delivery requirements, to identify alternative potential funding sources and to use the evaluation to support any subsequent funding bid Note the Deloitte MCS report which recognises the success to date of the Belfast Tribunal Service however recommends that, for the model to continue to be effective, it must adapt to the changes in the advice environment notably the next phase of welfare reform, the DfC investment in regional mitigation measures and the introduction of the Mandatory Reconsideration Step.

3.0	Belfast Tribunal Service Evaluation
3.1	<p data-bbox="256 253 440 286"><u>Introduction</u></p> <p data-bbox="256 309 1473 488">The Belfast Advice Group was established in 2012 to develop proposals for a citywide tribunal representation service. Ligoneil Improvement Association (LIA) was appointed as Lead Partner for the Belfast Advice Group (BAG) and entered into a Funding Agreement on behalf of the BAG to:</p> <ul data-bbox="272 510 1473 745" style="list-style-type: none"> <li data-bbox="272 510 1473 589">• Develop and deliver a citywide, free, independent, confidential and accessible tribunal service to all residents in Belfast and <li data-bbox="272 611 1473 745">• Develop other areas of partnership work pertaining to the advice sector in Belfast to establish common practices and processes across Belfast, subject to the terms and conditions contained in The Funding Agreement. <p data-bbox="153 813 240 846">3.2</p> <p data-bbox="256 813 1473 1193">The Council agreed to fund the 2 year project to the total value of £426,209.60 to provide free effective representation for people appealing disallowed Social Security Agency decisions in regard to benefit entitlement. The service includes a senior tribunal representative, four tribunal representatives and two tribunal assistants. All staff are based in LIA and the project services the entire city: North, South, East, West and Central Belfast. Referrals to the service primarily come from all 21 Belfast City Council funded advice centres and external organisations including healthcare professionals, support organisations, MLAs and councillors.</p> <p data-bbox="153 1261 240 1294">3.3</p> <p data-bbox="256 1261 1473 1395">Council agreed to extend the programme to the value of £175,000 in March 2015 and further additional resources made available through the Community Support Programme secured the programme to 31st December 2016.</p> <p data-bbox="153 1462 240 1496">3.4</p> <p data-bbox="256 1462 1473 1597">In order to evaluate the impact of the work to date and to inform any request for sustained funding, the Council adopted Deloitte MCS to complete an independent review. The terms of reference for this work involved:</p> <ul data-bbox="272 1619 1473 1964" style="list-style-type: none"> <li data-bbox="272 1619 1473 1709">• Review the effectiveness of the Tribunal Service in meeting its objectives and targets and any additional benefits that the service has achieved. <li data-bbox="272 1731 1473 1865">• Consideration of the governance arrangements of the programme and in particular the Belfast Advice Group (BAG) and the future need for a strategic body in light of changes to the Advice sector and Welfare Reform. <li data-bbox="272 1888 1473 1964">• The examination of the impact of the Council's investment in the project and to determine the need for future funding in the context of the Council's Generalist Advice Programme,

the New Advice Strategy for NI and Welfare Reform.

- The identification of options and make recommendations options for future funding needs and levels, future delivery methods in the context of the Generalist Advice Programme including Welfare Reform mitigation programmes.

Key Findings

Rationale: In summary, Deloitte MCS report that the key rationale to establish the Citywide Tribunal Service was to increase support to those appealing benefit decisions in the wake of Welfare Reform. As Members are aware, the implementation of Welfare Reform was delayed in Northern Ireland. Welfare Reform has now been agreed as part of the Fresh Start agreement and Implementation Plan (November 2015) and substantive changes will be rolled out during the second half of 2016. The Deloitte review notes that the context in support of the original need to establish the CTS remains evident, however, if the programme is extended, the ongoing strategic need should be reviewed periodically as it may change, for example, depending on the success of the regional mitigation measures at delivering results for clients.

They further note the NI strategic focus is shifting from attaining the correct decision for benefit appellants at Tribunal, to reducing the number of appeals by making better decisions earlier in the process (e.g. via the use of the Mandatory Reconsideration Step). They summarise these key strategic, policy and sectoral issues impacting on the Citywide Tribunal Service and the Advice sector as a whole:

The Fresh Start Agreement means significant welfare reform, i.e. changes to people's welfare benefits, overcoming months and years (not least the move from DLA to PIP).

The Mandatory Reconsideration Process which is being introduced by the Social Security Agency is being put in place. In part this is seeking to reduce the number of cases going to appeal. The Mandatory Reconsideration Step means that someone wanting to review a decision must give the social security office the opportunity to formally review the decision and resolve welfare decision disputes quicker without the need to go to appeal. This process is due to commence in December 2016.

The Belfast Agenda: There is an alignment between the Citywide Tribunal Service and outcomes within the Belfast Agenda, most notably reducing poverty and reducing health inequalities.

3.9	<p><u>Mitigation Measures Welfare Reform</u>: there is an agreed regional approach to mitigating welfare reform under Strands one and two of the Evason Report. The detail of the strands are summarised as:</p>
3.10	<p>Strand 1 – The provision of a centralised telephone service. A joint bid to the value of £2.5 million has been submitted by the regional consortium (Citizens Advice Bureau as lead partner, Law Centre & Advice NI) to establish a helpline. Ten staff will be employed directly by Advice NI. The Department for Communities (DfC) are currently finalising the assessment of this proposal and hope to award a contract over the coming weeks.</p> <p>Strand 2 – The provision of independent face to face services (additional advisors) This will result in 35 additional advisors regionally across the eleven council areas: 25 will be employed by CAB and 10 by Advice NI. This resource will be deployed across the city, however, the number of staff allocated to Belfast has not yet been finalised.</p> <p>Strand 3 – Welfare Reform Support Programme (contract via local councils) There are two elements to the agreed DfC support programme:</p>
3.11	<p><u>Welfare Reform Readiness Programme</u>: At its October meeting, Committee accepted additional funding of £203,677.26 to provide support to front line advice organisations currently funded through the council's Community Support Advice grant. The programme will ensure that advice organisations are prepared to assist customers through the implementation of Welfare Reform.</p>
3.12	<p><u>Welfare Reform Training Programme</u>: A further additional £65,400.00 was agreed to support access to training support for all front line generalist advisers and volunteers. The programme will enable front line advice organisations to complete immediate training requirements related to Welfare Reform.</p>
3.13	<p><u>Operation & Governance</u></p> <p>Deloitte MCS summarise the operation of the Citywide Tribunal Service as follows:</p> <ul style="list-style-type: none"> • The need for representation at appeal was demonstrated through consultations with a wide range of stakeholders. • According to statistics provided by the Lead Partner, the Service achieves a higher appeal success rates (65% to 54%) than a 2013 benchmark noted in a study by Citizens Advice report which highlighted the value of representation, making a significant difference to the likelihood of success at appeal.

- The monetary value added by the service has been calculated at £5.4 million (after the exclusion of the proportion of successful appeals which would have occurred anyway without Tribunal Service intervention). A significant Return on Investment of 12.79 shows that the Service is achieving high returns for its clients when set against the level of investment from the Council.
- The service has progressed well against the objectives set. Statistical targets have been exceeded in appeal representation and pre-appeal revised decisions. However, there is a need to revise these objectives in line with changes to the benefit system associated with Welfare Reform, including more of a focus on achieving better decisions before requiring a tribunal. This could mean increasing the target for pre-appeal revised benefit decisions.
- The service is currently wholly reliant on funding from Belfast City Council. Funding to support the service has come through various mechanisms – the investment programme and non recurring revenue estimates. The funding for this project is not mainstreamed into the annual revenue estimates programme. Given the time limited nature of BCC funding commitment, officers are supporting BAG to identify other funding sources when the BCC financial supports comes to an end in December.
- Over the summer period, steps have been taken by BAG, with Council officer support, to examine other potential avenues for funding. Council Officers and representatives from the Big Lottery People and Communities Programme have had an initial meeting to determine the potential for funding the Citywide Tribunal Service. BAG is to commence a pre-application process with Big Lottery with the aim of securing funding from this programme.

3. Deloitte MCS's Identification and Analysis of Options

Deloitte presents four options based on their analysis, and has shortlisted two of those options for further consideration. (See **Appendix 1**) These are summarised below:

(1) Cease the Tribunal Service

This option would see the Council end its support for the Tribunal Service. This would mean that the ability of Belfast citizens to receive representation in appealing a benefits decision would be reduced and would be largely limited to the tribunal support offered by generalist advice workers. **(Deloitte have not shortlisted this option)**

(2) Continue, however, apply an alternative delivery model

This option would see an alternative delivery model introduced. BAG would continue to

3.14

support representation at Appeal, but delivery would be the responsibility of each Belfast Advice Consortium geographically. BAG would seek ongoing funding to resource a Tribunal Representative within each consortium who would represent citizens referred to it by its consortium members. **(Deloitte have not shortlisted this option)**

(3) Continue under the current model

This option would see the continuation of the Tribunal Service through the current delivery model. BAG would source ongoing funding and continue to provide the service through a Lead Partner. Under this option, it is recommended that proportionate change is made to some aspects of the Service, including governance and monitoring as outlined in the Deloitte report. The funder (yet to be secured) would consider a more committed funding period as was the case during Funding Stage One. **(This has been shortlisted for further consideration)**

(4) Continuation of the model

Continue the current model but responding effectively to the impact of regional changes and widening the funding mix. **(This has been shortlisted for further consideration).** This option sees the continuation of the service using the same delivery model (i.e. a dedicated team located together) and has two dimensions. Firstly, there are a series of regional changes that should have an impact on the need for the tribunal service. These include the recent implementation of the Mandatory Reconsideration Step by the SSA, and the additional resources being invested in the advice sector through the mitigation measures (set out in Section 2.2.2). These should support clients and therefore reduce the need for tribunal representation. If the need for the service is demonstrably reduced through these (and evidence should be collated on what the impacts are), the funding support should be changed to reflect this. Secondly, a key theme within the evaluation has been a reliance on the single funder: BCC. They note the risk associated with any transition away from this single funder arrangement. They welcome the initial steps which BAG are taking with BCC officer support to address this.

Financial & Resource Implications

There are no resource implications attached to this report as the time-limited BCC funding expires on 31st December 2016.

Equality or Good Relations Implications

3.15	The programme is Citywide and open and accessible to all sections of the community.
3.16	
4.0	Appendices – Documents Attached
	Appendix 1 - Deloitte MCS – Evaluation report ‘Belfast Tribunal Service’

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Evaluating the Belfast Citywide Tribunal Service Final report

12th September 2016

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1 Introduction

1.1 Purpose of the Report

Deloitte MCS Limited ('Deloitte') has been appointed by Belfast City Council ('the Council') to undertake an evaluation of the Citywide Tribunal Service. This report documents the findings of this evaluation.

1.2 Citywide Tribunal Service

1.2.1 Background

The Belfast Advice Group (BAG) was established in November 2012 with the aim of being a collaborative agency with the purpose of resourcing and developing specialist advice services (i.e. Citywide Tribunal Service). It also sought to provide a wide range of advocacy and representation across Belfast and where appropriate, develop or source specialist services such as quality assurance or volunteer development as a resource to augment generalist provision. BAG comprises of:

- North Belfast Advice Partnership
- East Belfast Advice Partnership
- West Belfast Advice Consortium
- South Belfast Independent Advice Group
- Central Belfast Advice Consortium

BAG developed and presented to Belfast City Council a proposal to deliver a Citywide Tribunal Service. BAG voted the North Belfast Advice Partnership (lead by Ligoniel Improvement Association (LIA)) to be the lead partner for administration of the Citywide Tribunal Service.

1.3 Terms of Reference

The terms of reference for this engagement are as follows:

- To review the effectiveness of the Tribunal Service in meeting its objectives and targets. Any additional benefits that are identified should also be highlighted.
- To consider the governance arrangements of the programme and in particular the Belfast Advice Group (BAG) and the future need for a strategic body in light of changes to the Advice sector and Welfare Reform.
- To examine the impact of the Council's investment in the project and to determine the need for future funding in the context of the Council's Generalist Advice programme, the new Advice Strategy for NI and Welfare Reform.
- To identify options and make recommendations for programme improvement in light of the findings the 3 points above. The recommendations should include as a minimum, options for future delivery methods, future funding needs/levels and the relationship with the Generalist Advice programme and to provide an indication of the potential impact of the options presented.

1.4 Method

The key tasks we have undertaken as part of this engagement are listed below:

- Desk based review of key Government policy documents and strategies as listed in the Project Initiation Document (PID);
- Review of the current funding situation;
- Review of the current governance arrangements, including the partnership agreement and BAG terms of reference and meeting minutes;
- Review of statistical/monitoring data as made available by Belfast City Council and BAG;
- Consultation with key stakeholders:
 - Kevin Higgins (Advice NI)
 - Michael Donnelly (now Department for Communities [DfC], previously Department for Social Development [DSD])
 - Elaine Downey (previously DSD, now DfC)
 - Mickey Kelly (Northern Ireland Social Security Agency - NISSA)
 - Linda Williamson (Citizens Advice Belfast)
 - Pat Coulton (Citizens Advice Belfast)
 - Gerry Tubritt (South Belfast Advice Consortium)
 - Eddie Malone (West Belfast Advice Consortium)
 - Mary McManus (East Belfast Advice Consortium)
 - Stephen Reid (North Belfast Advice Consortium)
 - Maria Morgan (Ligoniel Improvement Association)
 - Sinead McKinley (Ligoniel Improvement Association)
 - Clare Mullen (Belfast City Council)
 - Collette Bradley (Belfast City Council)
 - Workshop for Belfast City Council Elected Members (Alliance attended)

The consultations, desk research and analysis was completed in March and April 2015¹.

1.5 Report Structure

The rest of this report is set out as follows:

Section 2 – Context – This section highlights the key strategic, policy and sectoral issues impacting on the Citywide Tribunal Service and the Advice Sector as a whole

Section 3 – Operation – Review of the operation of the Tribunal Service through the Lead Partner

Section 4 – Governance - Review of the governance of the Tribunal Service by BAG

Section 5 – Options – Identification and analysis of options for a future Tribunal Service model

Section 6 – Conclusions – Summary and recommendations

¹ The bulk of the analysis was undertaken based on fieldwork and information available in March / April 2016. Further amendments were made in September 2016 to take account of contextual changes (e.g. Confirmation of NISSA mitigation measures) following a request from Council.

2 Context

2.1 Introduction

This section highlights the key strategic, policy and sectoral issues impacting on the Citywide Tribunal Service and the Advice Sector as a whole.

2.2 Contextual Issues

2.2.1 Changing Benefit Landscape

The introduction of Welfare Reform in Northern Ireland over a period of years is already making unprecedented changes to the benefit system. Existing benefits such as Disability Living Allowance will be replaced with new benefits (e.g. DLA to be replaced by Personal Independence Payment) and there will be changes to eligibility criteria.

A key reason for establishing the Citywide Tribunal Service in the first instance was to increase support to those appealing benefit decisions in the wake of Welfare Reform. However, the implementation of Welfare Reform was delayed in Northern Ireland. Welfare Reform was finally agreed as part of the “Fresh Start Stormont Agreement and Implementation Plan” (November 2015) and substantive changes will be rolled out during the second half of 2016.

Despite the recent Fresh Start agreement there is still some uncertainty at a Departmental and Executive level surrounding the implementation and impact of these Welfare Reform measures. It therefore seems reasonable to assume that this uncertainty, often accompanied by concern, is amplified on the ground. The advice sector certainly highlighted this anxiety among clients during consultation. Within this large scale wider reform, as many people’s welfare arrangements are reviewed and changes are recommended and made, having a right to appeal and access to Tribunal support is an important safety net within the overall Welfare Reform landscape.

2.2.2 Welfare Reform: Mitigation Measures and Independent Advice

Following the Fresh Start agreement a task group led by Professor Eileen Evason was asked to look at welfare reform mitigations. The Evason Report presents a three strand approach to Welfare Reform delivered by the independent advice sector. The first strand recommends a Freephone service delivered by the independent advice sector, while the third strand recommended additional resource and infrastructure funding for the sector to include expenditure on training, ICT, increasing digital capacity etc. The second strand is a recommendation that ‘Additional funding is delivered through local Councils for Northern Ireland-wide ‘front line’ f2f independent advice and representation. The recommendation explains that this funding should also have the following attributes:

- It should not require Council matched funding;
- It should be ‘ring-fenced’ specifically for the purposes of welfare reform;
- It should not displace/replace other Council funding for advice services and thus should increase capacity at the frontline and increase the digital capacity of the frontline.

The Evason Report predicts an uplift in demand for frontline advice and representation of one third, and that this would require additional expenditure (£6m over 4 years).

September 2016 Update

The Welfare Reform Mitigations have now been confirmed by NISSA. These are:

Strand One: The provision of a centralised telephone service – A joint bid has been submitted by the regional consortium (Law Centre, Advice NI and CAB as the lead partner) to the value of £2.5m, with a decision from the Department for Communities expected imminently.

Strand Two: The provision of independent face to face services – This will result in 35 additional advisors across 11 Council areas (allocation yet to be determined). 25 will be employed by CAB and 10 by Advice NI, with a focus on completion of forms for PIP assessment with limited ability to do appeal work.

Strand Three: (i) Welfare Reform Readiness Programme – £600k of funding to March 2017 to provide support to front line advice organisations currently funded through the Council’s Community Support Advice grant to ensure that organisations are prepared in order to assist customers through Welfare Reform. Amounts allocated to individual Council’s is yet to be confirmed.

Strand Three: (ii) Welfare Reform Training Programme - £210k of funding up to March 2017 to enable front line advice organisations to complete immediate training requirements related to Welfare Reform. Further funding of £500k per annum is anticipated to address front line training requirements on an annual basis thereafter.

2.2.3 ‘Advising, Supporting and Empowering’ – Regional Advice Strategy

DSD published a strategy in October 2015 to ensure people across Northern Ireland continue to receive good, independent advice when they need it.

Entitled, ‘Advising, Supporting and Empowering’, the new strategy will improve how advice services are delivered for the public in Northern Ireland in the future, and suggests a series of actions over the next five years to further enhance these existing services.

A specific recommendation is made in relation to the model used for representation. It states that there should be a review of the current arrangements for appeals representation. A model should be developed that considers ways to reduce the number of cases going to appeal in the first instance and ensures greater consistency in the availability of appeals representation. This is a reminder that the ideal scenario is one in which there would be no need for appeals. Therefore the regional strategy rightly indicates a need to investigate “upstream” of appeals and see what can be done to reduce them.

2.2.4 Social Security Agency introducing Mandatory Reconsideration Process

In instances of disputing a welfare decision a new process is being put in place. In part this is seeking to reduce the number of cases going to appeal (in line with the point made in the regional advice strategy). The Mandatory Reconsideration Step

means that someone wanting to review a decision, must give the social security office the opportunity to formally review the decision.

Discussing this with SSA, this means a second person reviewing the case with the potential for a phone call with the client and potential for gathering additional information. A study² by the DSD showed that the main reason for overturning decisions at tribunal (91% of cases) was due to the Tribunal being provided with additional evidence which was not available to the original decision maker. In consultations the need to make sure information was available as early in the process as possible was emphasised and that it should not be 'held back' for appeals.

The hope is that this process could resolve the issue quicker and possible remove the stress of going through an appeal process from the client.

The Mandatory Reconsideration Process was to commence on 23rd May 2016 (<https://www.nidirect.gov.uk/articles/changes-to-disputing-a%20social-security-decision>)

2.2.5 Financial Capability Strategy

The Northern Ireland Executive's aim for financial capability has the overall aim of 'better-informed, more skilled and more confident consumers, better able to manage, plan and take responsibility for their financial affairs'. The Financial Capability Strategy developed by DETI makes specific reference to a 'Northern Ireland response' to the financial capability issues arising from the impact of the Welfare Reform Bill and the introduction of Universal Credit. This again highlights the importance of a regional plan.

2.2.6 Financial Independence Strategy

The Department for Communities (DfC) is currently developing a Financial Independence Strategy, which has a clear focus on the financial changes required for Universal Credit. The Financial Independence Strategy will set out how claimants can be prepared for these changes and support them as they transition to Universal Credit and become self-sufficient in managing their money and paying their bills on time. This strategy will be introduced in December 2016 and its subsequent impact on the number of appeals cannot be reliably estimated at this point.

2.2.7 Belfast Agenda

The Belfast Agenda is a community plan for Belfast expected to be released in 2016. It will be a joint vision for Belfast 2030, created in partnership with key city partners, residents and community organisations. The plan will set out measurable medium and long term goals for social, economic and environmental improvements for Belfast over the next 15 years.

Early iterations have shown that among the key focuses for the Council going forward will be reducing poverty and reducing health inequalities. These aims are strongly linked to the outcomes that the Citywide Tribunal Service strives to achieve. Going forward there could be opportunity to more explicitly link the results of the service to the Belfast Agenda outcomes.

2.2.8 Summary of Need

A summary of the strategic need highlights the following:

² <https://www.dsdni.gov.uk/sites/default/files/publications/dsd/presidents-report-on-decision-making-2013-14.pdf>

- It is widely recognised that having a right to appeal and access to Tribunal support is an important safety net within the overall Welfare Reform landscape. This was a key part of the rationale for the original Citywide Tribunal Service.
- The Fresh Start Agreement means significant welfare reform, i.e. changes to people's welfare benefits, over coming months and years (not least the move from DLA to PIP). Alongside this it appears reasonable to anticipate a surge in people seeking advice and specifically, support through appeal processes.
- There are upstream efforts, most notably the Mandatory Reconsideration Process, which may help resolve welfare decision disputes quicker without the need to go to appeal. That said this is still to be implemented at the time of writing and its impact should be monitored.
- There is to be a regionally agreed approach to mitigating welfare reform, including representation support. This was recommended within the Evason Report following the Fresh Start Agreement. However until the detail of what this looks like is clear, the strategic context points to a continuing need for the Citywide Tribunal Service.
- There is an alignment between the Citywide Tribunal Service and draft Outcome goals within the Belfast Agenda, most notably reducing poverty and reducing health inequalities.

3 Operation

3.1 Introduction

This section looks at the operation of the Citywide Tribunal Service from a number of key angles:

- **Service Model:** How the Tribunal Service operates;
- **Monitoring Process:** How the Council reviews the performance of the Service and the conditions of funding;
- **Objectives:** Key targets agreed between the Council and the Lead Partner;
- **Funding:** The breakdown of funds provided to the Lead Partner to operate the Tribunal Service;
- **Cost:** Analysis of the costs of operating the Tribunal Service;
- **Statistical Analysis:** Review of the Service statistics provided by the Lead Partner;
- **The Service Stories:** Client Case Studies.

3.1.1 Service Model

The Citywide Tribunal Service model consists of one Senior Tribunal Representative, four Tribunal Representatives and two Administration Staff. All staff operate out of the LIA premises located in North Belfast, however the Tribunal Reps spend a large portion of their time at Appeal Hearings in the various locations around Belfast. This model has operated throughout the whole period of operation with an additional part-time Admin resource appointed in 2015.

The model was supported by the majority of stakeholders during our consultation process. The defining characteristics of the model were outlined as:

- a city-wide service for Belfast;
- a governance system with representation from each of the geographical Belfast advice consortia;
- a team dedicated to providing tribunal representation (i.e. working alongside clients, preparing them and supporting them through a Tribunal Appeal);
- an administrative resource within the team to deliver on the administrative requirements and allow the representatives to focus on tribunal representation, increasing the number of clients they can represent;
- the team located together in a 'centre of excellence' to allow for a collegiate approach with team members supporting one another, sharing information and advice as they seek to continually improve the quality of their service
- The demand placed on the Service's limited resources means that using a model which helped the maximum number of clients has the consequence that some clients are met for the first time at their Appeal Hearing.

3.1.2 Monitoring Process

The Funding Agreement between the Council and the Lead Partner stipulates that monitoring reports must be received every six months as a condition of funding provision. The reports include:

- Progress on the implementation of the project;
- Any proposed changes in the nature or scale of the project;
- Updates on projected prospects of the technical and commercial success of the project
- Progress towards achieving the performance targets as set out in the project
- Updates on costs incurred in operating the project including any unanticipated factors having or likely to have an impact on costings
- All other information which may be relevant to the progress of the project and to the Council's continued commitment to the project
- An outline of the outputs, impacts and expenditure relating to the project

The Council has received reports for each six monthly cycle within the timeframe set. From review of the reports received, it appears that the information provided to the Council by the Lead Partner meets the requirements set out above.

3.1.3 Objectives

As part of the Funding Agreement, the Council and the Lead Partner agreed on six objectives to underpin the Tribunal Service. The table below sets out the objectives with a brief description of progress to date.

Objective	Progress
1. Develop a steering group to look at the status of the group	Completed in the initial stages of the project with BAG creating a Partnership Agreement and a Terms of Reference.
2. Develop an effective Citywide Tribunal Service, delivering representation at tribunal service	The Citywide Tribunal Service has been operational for almost 3 years. The effectiveness of this is evaluated throughout this report. Measurable targets have been set and are discussed in Section 3.1.6.
3. Appoint a Lead Partner for the Service who will employ staff and oversee the management of the service	Completed in the initial stages of the project with BAG appointing LIA as Lead Partner.
4. Develop a Peer Monitoring programme for the lifetime of the project	The Tribunal Service has partnered with the University of Ulster Law Centre to shadow the Tribunal Reps at the appeal hearings.
5. Develop an Advisors' Steering Group to discuss the practical and operational issues within the Service	This objective has not been met to date. Through our consultations it was noted that this was due to the constraints placed on the key individuals within BAG in their role as generalist advice providers in their communities. Informal communication channels are open between the Tribunal Service and advisors for discussion of operational matters, however strategic decision making relating to the operation of the Service remains with BAG.
6. Develop a Citywide Partnership, discussing issues and areas of working within the Belfast Advice Sector with a focus on quality assurance.	One meeting has been held to date, however it was noted in the most recent BAG meeting minutes (See Section 3) that efforts were to be made to convene another meeting. The nature of the sector at the moment has necessitated a focus on funding discussion rather than on quality assurance.

It is clear from the above that some of the objectives were set and achieved at a point in time. Any decision on the future of the Service should include a review of the objectives by the Council and BAG. Section 2 highlighted the impending change associated with Welfare Reform, which will include 'Mandatory Reconsideration' where decisions will be reviewed prior to Tribunal. Consideration should be given to objectives which include supporting clients in receiving better decisions without the need for the costly and stressful Appeal Service.

3.1.4 Funding

Belfast City Council originally committed to providing funding for the period of 1 July 2013 to 30 June 2015. Since, then two additional funding payments have been made to the Lead Partner to continue the service, with a fourth committed and to be provided in mid-2016. The table below shows the timeline of funding for the project.

Funding Stages	Date From	Date To	Period	Amount (£)
1	1 July 13	30 June 15	24 months	426,210
2	1 July 15	30 Sept 15	3 months	54,000
3	1 Oct 15	30 June 16	9 months	175,000
4	1 July 16	30 Sept 16	3 months	64,000
TOTAL				719,210

The table shows that the project will have received funds totalling £719,210 for a three and a quarter year period up to the end of September 2016. It should be noted that whilst this funding was received directly from the Council, the Council used some of the funds reallocated to it from DSD (due to underspend) to cover some of the funding provided at stages two and four. The Service is wholly reliant on funding from Council and receives no funding from other sources. It would be appropriate for this programme to explore other funding options. In particular this would reduce risk to the service of reliance on a single funder, not least a funder which is under significant budgetary pressure.

September 2016 Update

Over the summer period, steps have been taken by BAG and by the Council to examine other potential avenues for funding. Council Officers and representatives from the Big Lottery People & Communities Programme have had an initial meeting to determine the potential for funding the Citywide Tribunal Service. BAG is to commence a pre-application process with Big Lottery with the aim of securing funding from this programme.

3.1.5 Cost

The Council have received four monitoring reports from the Lead Partner up to the 30 June 2015 (the next report for the period to 31 December 2015 is expected in April). The table below summarises the costs incurred versus budget, combining the financial analysis in the reports in order to review the costs on an annualised basis.

	Budget	Actual	Budget	Actual
	Year 1 (1/7/13- 30/6/14)		Year 2 (1/7/14 – 30/6/15)	
	£	£	£	£
Staff Costs	191,854.80	179,619.38	191,854.80	168,739.28
Support Costs	21,250.00	33,420.88	21,250.00	40,179.15
TOTAL	213,104.80	213,040.26	213,104.80	208,918.43

The monitoring reports show that the Lead Partner has operated the Tribunal Service within budget in the first two years of service. In both years staff costs were less than expected due to a number of staff not making pension contributions and thus reducing employer contributions. This was re-profiled to Support Costs after agreement with the Council. Further re-profiling of spend has occurred across a number of sub budget lines.

3.1.6 Statistical Analysis

3.1.6.1 Appeals

This section provides a quantitative analysis of the Tribunal Service based on the Council monitoring reports and other data provided to us by the Lead Partner. The table below shows the number of representations at appeals and the number of pre-appeal revised benefit decisions in each year as stated in the monitoring reports received by the Council.

	Annual Target	Year 1	Year 2	Total
Representations at appeals	2,000	1,429	2,362	3,791
Pre-Appeal Revised Benefit Decisions	200	186	211	397

In year one, the Tribunal Service finished below target in both areas during a period of bedding in, knowledge and relationship building, and for stakeholders to get used to using and referring to the Service. In year two, the Service finished in excess of target in both areas.

The Lead Partner calculates an approximate success rate of 65% for the Tribunal Service. This success rate was provided to us by the Lead Partner and we have not audited this information. A 2013 study by Citizens Advice³ highlighted the value of representation, making a significant difference to the likelihood of success at appeal. The study showed that the likelihood of success at appeal with representation was 54% compared to 21% without representation. The Tribunal Service is therefore achieving a success rate for its clients well above the benchmark highlighted in the 2013 study, and well above what they study found as the success rate without representation.

The Lead Partner has also begun to measure the wider benefit of the service by monitoring the number of family members impacted by successful appeal decisions, with the 5,907 beneficiaries calculated in Year 2.

3.1.6.2 Referrals

The table below shows the origins of the referrals to the Tribunal Service split by Belfast Advice Consortium. The figures have been provided by the Lead Partner. It should be noted that these figures are only indicative and will not reconcile with the

³ http://www.citizensadvice.co.uk/media/uploads/Why_Advice_Matters-NI_Advice_Consortium_June_2013.pdf

number of appeals noted above. Issues with the CARMA system of data tracking caused the loss of two years of data meaning manual counting was required. The figures in the first year do not include 492 and 108 cases from pre-existing North and East Tribunal Services which migrated to the Citywide Tribunal Service.

Referring Partnership	July 2013 – December 2013	January 2014 – December 2014	January 2015 – December 2015	Jan 2016 – March 2016	Total
North	213	296	333	106	948
West	158	214	164	68	604
South	52	63	34	10	159
East	37	59	26	9	131
Central	30	30	32	1	93
Other	8	25	36	25	94
Self-Referral ⁴	no record	no record	96	166	262
Total	498	687	721	385	2,291

The table shows that referrals to the Service are not evenly spread geographically. The North Belfast Advice Consortium and the West Belfast Advice Consortium have referred many more clients to the Tribunal Service. This is to be expected with some electoral wards in North and West having the highest rates of benefit applications in the region⁵.

Referrals from South, East and Central Advice Consortia are considerably lower. East Belfast Independent Advice Centre receive funding from the Public Health Agency for a Tribunal Rep with a specific focus on Mental Health Benefit Appeals, providing support at other Appeals where possible. This may explain the low number of appeals from East. The referrals from South are lower than expected. Other referrals can come from a number of sources including other government agencies, community groups and local politicians. Self-referrals also make up a substantial part of the referrals figures and have increased over time as the Tribunal Reps build up a greater network and awareness of those who would benefit from the Service.

3.1.6.3 Return on Investment

In order to assess the value of the Council's investment in the Citywide Tribunal Service, we have calculated a return on investment based on the figures provided

⁴ Self referrals are where the Tribunal Service Reps or Admin Staff are approached directly by potential clients, or where they recommend the Service to potential clients. The Service began to record these instances from October 2015

⁵ <http://www.ninis2.nisra.gov.uk/public/PivotGrid.aspx?ds=7006&lh=73&yn=1992-2014&sk=18&sn=Labour+Market&yearfilter=>

by the Lead Partner to the Council in the monitoring reports. The Lead Partner collects data on the monetary awards to clients from successful decisions at Appeal. This will be calculated as the weekly amount received by the client over the period of the award. This period could be up to five years. It also includes the monetary value of any additional benefits which become accessible to a client due to the decision achieved at appeal (E.g. A change in DLA status can trigger access to additional ESA disability premiums).

The total estimated monetary clawback achieved by the Tribunal Service has been calculated by the Lead Partner as £8,050,628⁶ for the first two years of operation. Assuming this is 65% of the cases which could have been successfully appealed (using the success rate estimated by the Lead Partner) and using the statistics referred to in Section 3.1.6.1⁷, we would expect that 21% of all cases would have been clawed back without the Tribunal Service. Therefore the total valued added by the service is £5,449,655 ($£8,050,628/65*44$).

To estimate the return on investment for the first two years of operation, we have set the monetary added value (£5,449,655) against the funding received during this period (£426,210). The estimated return on investment for the project is therefore calculated as 12.79. This is a significant ROI and shows that the achievements of the Service are significant compared with the investment input from the Council.

3.1.7 The Service Stories

Statistics alone are not sufficient for a robust evaluation, particularly when reviewing programmes and projects within the Advice Sector. A focus on the figures would not reflect the difference the service has made to the lives of its clients and their families. The feedback has been broadly positive on the need for the service and the impact achieved for the vulnerable in society.

Further to this, we have included three case studies in Appendix 1 showing the some of the stories of individuals benefiting from the support of the Tribunal Service.

3.2 Operation Summary

Our analysis of the operation of the Citywide Tribunal Service can be summarised as follows:

- The need for representation at Appeal was demonstrated through our consultations with a wide range of stakeholders.
- According to statistics provided by the Lead Partner, the Service achieves higher Appeal success rates than a 2013 benchmark noted in a study by Advice NI. (65% compared to 54%).
- The monetary value added by the Service has been calculated at £5.4m (after the exclusion of the proportion of successful appeals which would have occurred anyway without Tribunal Service intervention). A significant ROI of 12.79 shows that the Service is achieving high returns for its clients when set against the level of investment from the Council.
- The Service has progressed well against the objectives set. Statistical targets have been exceeded in Appeal representation and pre-appeal revised decisions. The service has some progress to make against the objective of establishing an Advisors' Steering Group. It is noted that some of the objectives are now outdated and **consideration should be given to revising the objectives in line with changes to the benefit system associated with welfare reform, including more of a focus on achieving better decisions before requiring a**

⁶ This is an estimate given by the service provider. This has not been audited.

⁷ A 2013 study by Citizens Advice highlighted the value of representation, making a significant difference to the likelihood of success at appeal. The study showed that the likelihood of success at appeal with representation was 54% compared to 21% without representation

Tribunal. This could mean increasing the target for pre-appeal revised benefit decisions.

- The Service is wholly reliant on funding from Belfast City Council. **Other funding sources should continue to be explored (e.g. Big Lottery, DfC) to reduce the risk associated with the Council ending support for the Service.**
- The number of referrals from the Belfast Advice Consortia varies across the city. While there are valid reasons why the number of referrals are uneven, **consideration should be given to greater outreach in South, East and Central to ensure the Service is truly 'Citywide'.**

4 Governance

4.1 Introduction

A key task for BAG as set out in its Terms of Reference is 'To effectively monitor and evaluate the ongoing performance of the Tribunal Service'. BAG therefore acts as the key governance mechanism in holding the Lead Partner for the Citywide Tribunal Service (LIA) to account. In this section, we review how this governance is exercised and analyse its effectiveness.

4.2 Governance Arrangements

4.2.1 Key Documents

There are two documents in existence which include, or make reference to, governance arrangements in relation to either BAG, the Lead Partner or the Tribunal Service. These include:

- **BAG Terms of Reference** – This document outlines high level aims for BAG as well as five specific key tasks, two of which relate directly to the Tribunal Service. They are:
 - To develop a Tribunal Service and set out the Programme of Work;
 - To effectively monitor and evaluate the ongoing performance of the Tribunal Service.The Terms of Reference also specify meeting arrangements which include:
 - Meeting on a quarterly basis to discuss specific issues (more frequently in the early stages of operation if required);
 - Meetings will be minuted;
 - Issues can be raised at the meeting or via email to all members of BAG;
 - Members are free to request a meeting of BAG at any time to discuss the Tribunal Service;
 - Written Reports will be presented to the group detailing current caseload, performance against identified targets and any social policy issues.
- **BAG Service Level Agreement** – This sets out the role of a Lead Partner i.e. a member of BAG who will contract with BCC on behalf BAG for a specific purpose. The responsibilities of members of BAG to a Lead Partner are also outlined. However, this is general memorandum of responsibilities and does not take account of the specific governance needs of the Tribunal Service.

4.2.2 Review of Minutes

Meeting minutes for BAG were obtained from LIA. It was noted that formal meetings of BAG took place on the following dates since the beginning of the Tribunal Service in July 2013. These took place on:

- 1 October 2013
- 27 June 2014 (session with Volunteer Now)
- 7 August 2014
- 4 February 2015
- 11 August 2015
- 16 December 2015

Our review of the minutes of meetings, as well feedback on governance from our consultation with BAG members indicated the following:

- **Timing** – The dates of the formal meetings of BAG show that meetings are not taking place at the frequency originally suggested in the BAG Terms of Reference, being scheduled more ad hoc at roughly six month intervals rather than quarterly. From our consultations, it was noted that best endeavours were made to meet more regularly but due to the workload and demand place on the Partners in their respective advice services, this had not been realised. However, our consultations highlighted that other informal meetings do take place between BAG members and the Lead Partner on an ad hoc basis.
- **Attendance** – It was noted in the majority of meeting minutes that no representation was present for the West Belfast Area Partnership.
- **Review** - It is clear from the minutes that some time is given at the start of each meeting to discuss progress to date of the Tribunal Service. However it is not clear what supporting information is provided to BAG members to evaluate the performance of the Service, monitoring statistical data or review expenditure.

4.3 Governance Summary

Proportionate measures could be taken to improve the governance of the Tribunal Service. Whilst useful, the current governing documents do not clearly articulate the responsibilities of the Lead Partner to BAG, and BAG to the Lead Partner, specifically in relation to the Tribunal Service. BAG confirmed to the Council in March 2016 that it had reviewed the Terms of Reference for the group and that it was happy that no changes were required. **It is recommended that a specific Terms of Reference is established for BAG in relation to the requirements of the key parties in the Tribunal Service.** This could include for example:

- Review of BCC monitoring reports before submission
- Monitoring of progress against targets
- Review of referrals statistics
- Review of appeal performance including number of appeals

As noted in Section 3, it is also recommended that the objectives of the Service are revised in order to take account of the fact that some objectives have been achieved in full, and to account for changes to the benefit system with a focus on better decision making earlier in the process. This will lead to a clearer understanding of expectations and outcomes, a defined and specific listing of responsibilities and should ultimately lead to improved governance.

The approach taken by BAG in uniting the various consortia of advice providers to develop the Citywide Tribunal Service is forward thinking. **Consideration should be given to how the BAG model can be applied to other initiatives** within the advice sector and other sectors where there are groups across the city with a common focus on social issues, such as tackling poverty and health inequalities.

5 Options

5.1 Introduction/Overview

In this section, we use the analysis conducted in the previous sections to develop a list of options for project improvement. This includes exploring different methods of delivery, operation and funding.

5.2 Options

5.2.1 Option 1 – Cease the Tribunal Service

This option would see the Council end its support for the Tribunal Service. This would mean that the ability of Belfast citizens to receive representation in appealing a benefits decision would be vastly reduced and would be largely limited to the tribunal support offered by generalist advice workers. This would place further strain on the generalist advice sector in Belfast.

Our consultations with key stakeholder showed little appetite for ending the provision of expert representation at Appeal. Our analysis highlights the need for the Service which may grow significantly given further Welfare Reform.

We have not shortlisted this option.

5.2.2 Option 2 – Continue, however apply an alternative delivery model

This option would see an alternative delivery model introduced. The Council would continue to support representation at Appeal, but delivery would be the responsibility of each Belfast Advice Consortium geographically. Each Consortium would receive funding for a Tribunal Representative who would represent citizens referred to it by its consortium members.

Our consultations highlighted that the success of the Tribunal Service is in part due to the delivery model. The Tribunal Reps are all employed by the Lead Partner and are stationed in the same office and serve the whole of the city. This makes for a collaborative approach to serving the clients and has fostered a culture of shared learning. The team approach has also allowed for removal of the administrative burden from the Tribunal Reps (through the addition of Administration Staff) and has allowed them to focus on Appeals. It stops silo-thinking based on geographical area and allows for better management of workload burden, especially where demand is higher in certain locations at certain times. This ultimately leads to better client service.

We have not shortlisted this option.

5.2.3 Option 3 – Continue under the current model

This option would see the Council continue to support the Tribunal Service through the current delivery model. BAG would continue to hold its relationship with the Council in providing the service through a Lead Partner. Under this option, it is recommended that proportionate change is made to some aspects of the Service, including governance and monitoring as outlined in this report. This option would

also see the Council consider a more committed funding period as was the case during Funding Stage One.

Due to its positive output to date, **this Option has been shortlisted for further consideration.**

5.2.4 Option 4 – Continuation of the model, but responding effectively to the impact of regional changes and widening the funding mix

This option sees the continuation of the service using the same delivery model (i.e. a dedicated team located together) and has two dimensions:

- There are a series of regional changes that should have an impact on the need for the tribunal service. These include the recent implementation of the Mandatory Reconsideration Step by the SSA, and the additional resources being invested in the advice sector through the mitigation measures (set out in Section 2.2.2). These should support clients and reduce the need for tribunal representation. If the need for the service is demonstrably reduced through these (and evidence should be collated on what the impacts are), the funding support should be changed to reflect this; and
- Secondly, a key theme within the evaluation has been a reliance on a single funder, i.e. the Council. While not painless, it would be prudent, for both Council and the BAG, to transition away from a single funder arrangement to reduce the risk of funder dependency (particularly during a period of budgetary constraint for the Council). It is welcomed that BAG is already taking steps to address this. In this option Council would take a proactive approach to encouraging this through a planned, phased reduction in support over a period of time, during which it would be reasonable for the service to seek alternative sources of funding.

This Option has been shortlisted for further consideration.

5.3 Option Recommendation

The current model has enjoyed success to date. For a model to continue to be effective, it must adapt to changes in the area in which it operates, in this case the next phase of welfare reform, alongside investment in regional mitigation measures and the introduction of the Mandatory Reconsideration Step. These may, or may not, fundamentally alter the need for the service. .

We recommend Option 4, that the service is continued, that new, alternative funding avenues are used to supplement Council support, and that the need for the Service is reviewed periodically in the context of the success of the mitigating measures at delivering results for clients.

6 Conclusions and Recommendations

6.1 Introduction

This section summarises the key findings and recommendations of this review. We have summarised these under the themes outlined in the Terms of Reference.

6.2 Need

- A key reason for establishing the Citywide Tribunal Service in the first instance was to increase support to those appealing benefit decisions in the wake of Welfare Reform. However, the implementation of Welfare Reform was delayed in Northern Ireland. Welfare Reform was finally agreed as part of the “Fresh Start Stormont Agreement and Implementation Plan” (November 2015) and substantive changes will be rolled out during the second half of 2016. Therefore the context in which it was decided the Citywide Tribunal Service was originally needed remains evident, however the need should be reviewed periodically as it may change e.g. depending on the success of the regional mitigation measures at delivering results for clients.
- The NI strategic focus is shifting from attaining the correct decision for benefit appellants at Tribunal, to reducing the number of appeals by making better decisions earlier in the process (e.g. via the use of the Mandatory Reconsideration Step).
- Analysis in the Welfare Reform Mitigations Working Group Report (January 2016) indicates there will be a significant growth in need for support, including tribunal services when changes in DLA and Universal Credit are rolled out.
- The broad view of the stakeholders is that the service provides a good quality level of service and makes a genuine difference to the lives of some of the most vulnerable in society;
- The service relieves generalist advice providers of tribunal representation responsibilities and frees them to focus on providing general advice;

6.3 Effectiveness

- The effectiveness of the service is evidenced by the statistical analysis provided by the Lead Partner. It shows that the Tribunal Service is estimated to be achieving a success rate (65%) in excess of the Advice NI 2013 benchmark (54%). It is also achieving an excellent return on the Council’s investment in the project (12.79).
- The Service is wholly reliant on funding from Belfast City Council. **Other funding sources should be explored to spread the risk of the Council ending support for the Service.**
- The number of referrals from the Belfast Advice Consortia varies across the city. **Consideration should be given to greater outreach in South, East and**

Central to ensure ongoing, high level awareness of the service and how to refer to it.

6.4 Governance

- **Proportionate improvement to the governance of the Service is recommended in order to better define the responsibilities of the Lead Partner and other BAG members** (e.g. review of BCC monitoring reports, monitoring of progress vs targets, review of referral statistics, review of appeal performance including number of appeals).
- **Consideration should be given to revising the objectives to take account of the passage of time** (e.g. an objective explicitly demonstrating how the project helps deliver outcomes on the Belfast Agenda) **and the changes associated with Welfare Reform** (e.g. an increased focus on resolving cases in advance of going to appeal).
- **Consideration should be given to how the BAG ‘Citywide’ governance model could be used in addressing other common issues within the advice sector**, or other sectors where there are groups across the city with a common focus on social issues, such as tackling poverty and health inequalities.
- **The Citywide governance model used for the Tribunal Service in Belfast should also be used to inform the debate around the implementation of front-line mitigation measures including the delivery of Tribunal Services through local government.** The successes of the Belfast model could be used to inform initial baselining in relation to budgets and targets.

6.5 Options

The current model has enjoyed success to date. For a model to continue to be effective, it must adapt to changes in the area in which it operates, in this case the next phase of welfare reform, alongside investment in regional mitigation measures and the introduction of the Mandatory Reconsideration Step. These may, or may not, fundamentally alter the need for the service. .

We recommend Option 4, that the service is continued, that new, alternative funding avenues are used to supplement Council support, and that the need for the Service is reviewed periodically in the context of the success of the mitigating measures at delivering results for clients.

Appendix 1

Case Study 1

Client A submitted a claim for Disability Living Allowance and outlined the difficulties he had with mobilising and how he needed assistance with all activities of daily living. He had had previous surgery on his knee and as a result his knee was frequently giving way underneath him. He subsequently fell and fractured his femur. Apart from physical difficulties, he was being treated for depression and anxiety. His claim to DLA was disallowed

The Citywide Tribunal Service represented him at an Appeal Tribunal. There was not a lot of detail in the GP notes and records. The Service requested an independent medical examination which was granted. As a result and after the findings of the medical assessment, DLA revised their decision and Client A was awarded High Rate Mobility indefinitely and Middle Rate Care for 5 years. Client A will also be entitled to an increase in his Employment Support Allowance to include a Severe Disability Premium. Over the 5 year period, the Service will have recovered for Client A £45,344 and increased his weekly income by £174.40.

Case Study 2

Client B converted from Incapacity Benefit to Employment Support Allowance. Subsequently he had to undergo another medical assessment. He only scored 6 points for Mobilising and was found capable of work. He was being treated for severe peripheral neuropathy, severe lower back pain and was awaiting surgery, as well as having significant mental health issues.

The Citywide Tribunal Service requested an adjournment to obtain additional medical information. His GP was contacted and a medical history was obtained. At his next appeal hearing, the appeal was allowed, scoring 15 points for Mobilising and placed in the support group.

He was awarded arrears of £4,363.80 and over a period of year the Service will have recovered for him £6,502.60. The Service managed to increase his weekly income from £73.10 to £125.05.

Case Study 3

Client C was being treated for rheumatoid arthritis, depression and anxiety. She had had previous awards but on renewal her DLA claim was disallowed. The Citywide Tribunal Service represented her at Appeal and she was awarded DLA Middle Rate Care for 3 years. This also meant that her ESA would also increase to include a Severe Disability Premium. Over the 3 year period of the award, the Service will have recovered £18,244.20 for the client and we have increased her weekly income by £116.95 a week.

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Subject:	Official recognition of the “White Stone on Cave Hill”
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department Paula Irvine, Community Parks Outreach Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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	This paper seeks approval from the Committee for the installation of a granite plaque to recognise the importance of the white stone situated on Cave Hill.
1.2	Cave Hill Conservation Campaign have put forward a formal request for official recognition of the historic landmark to the Northern Ireland Environment Agency (NIEA) and it has been confirmed that the stone is in fact a historic landmark and the location of the stone will be added to the new historic environment map viewer.
1.3	Cave Hill Conservation Campaign would therefore like to mark the stone with a plaque detailing the role it played during World War II.
1.4	The wording for the plaque can be found at Appendix 1 and the material suggested for the plaque is granite so as to blend in with the natural surroundings.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> • Note the recent acknowledgement by NIEA of the white stone on Cave Hill as a historic

	landmark and approve the installation of a plaque that details its importance and historical facts.
3.0	Main report
3.1	The Cave Hill Conservation Campaign group act as a Friends group for Cave Hill and works closely with the Council to promote Cave Hill Country Park as a free accessible and valuable open space for the citizens of Belfast and tourists from further afield. They work tirelessly to preserve the natural environmental and historical aspects of the country park. Following some public interest regarding the origin of the white stone, the friends group set out to substantiate the story of why the stone was painted and more recently has been restored to white.
3.2	The tale was that during World War II a man named William Caulfield was entrusted by the then “War Department” with painting the stone white. He was to keep it as such for the duration of the war. This was for the purpose of establishing a navigational landmark for aircraft coming in to land at Nutts Corner airfield and Langford military airbase. William was paid £5 for his services but it’s unclear if this was a one off or yearly payment. William was a postman who lived with his wife Ellen (Nelly) and family in “Cave Hill” cottage which stands today just beyond where Upper Cave Hill Road ends.
3.3	Members of the friends group contacted the Caulfield family who confirmed the story and so with the family’s oral history evidence and extensive other research the story of the “White Stone” unfolded.
3.4	Evidence shows the White Stone of Cave Hill was albeit a silent witness to the events that took place over Belfast in World War II. These facts are a reminder of the role played by the stone and attributed to it in this the 75 th year after the bombing of Belfast.
3.5	Looking at the stone it appears as one, when in fact it is three slabs of basalt rock. They were formed some 60 million years ago and welded together by volcanic action. The stone can be seen most days from areas in the North and East of the city, shining bright in all its former glory.
3.6	The Conservation Campaign are keen to recognise the historical importance of the stone and have been working with McAdams Memorials to design a plaque that will be in keeping with the natural landscape. All designs and wording will be agreed by Council officers before installation.
	<u>Financial & Resource Implications</u> It is estimated that the cost to erect the granite plaque will be no more than £200.00 and this cost will be met by the revenue that the friends group generates through their good work on Cave Hill

<p>3.7</p> <p>3.8</p> <p>3.9</p> <p>3.10</p>	<p>and neighbouring area.</p> <p><u>Human Resources</u></p> <p>There are no human resource implications with this request</p> <p><u>Asset and Other Implications</u></p> <p>The plaque will provide a historical note for those visiting Cave Hill as to why the stone is painted and maintained white. Cave Hill Conservation Campaign are keen to improve methods of information sharing on the hill therefore bettering the visitor experience.</p> <p><u>Equality or Good Relations Implications</u></p> <p>There are no equality or good relations implications with this request</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
<p>4.1</p>	<p>Appendix 1 – Wording for the plaque.</p>

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"The White Stone Of Cave Hill"

During World War 2
William Adair Caulfield,
of Cave Hill Cottage,
was commissioned
by The War Department
to paint this stone
and keep it white as a
Navigational Aid for AirCRAFT.

Erected by
Cave Hill Conservation Campaign
30th October 2016

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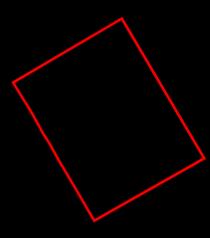
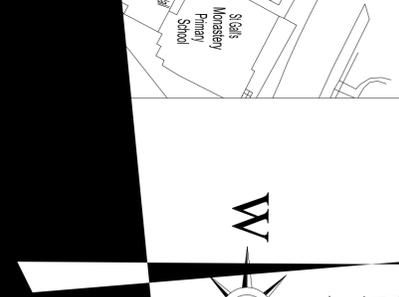
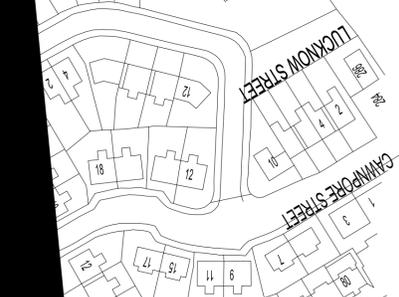
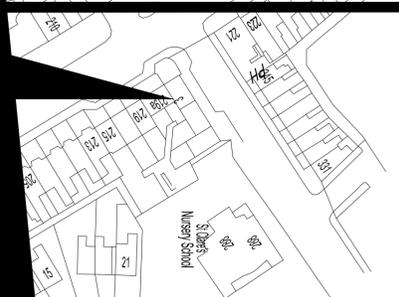
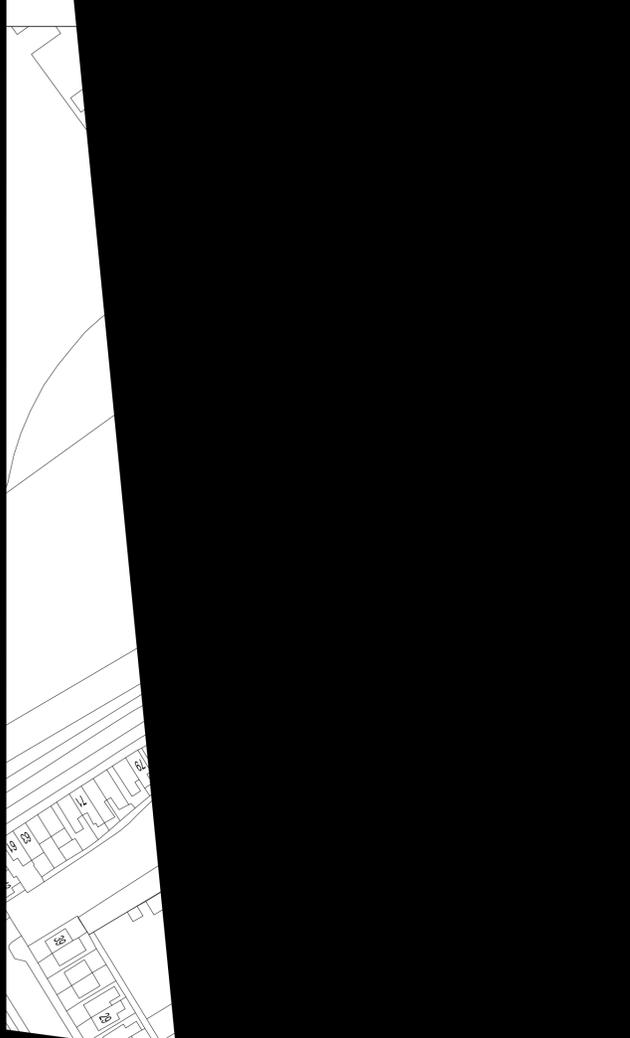


Subject:	Keyholding Agreement with Clonard Residents Association
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department Stephen Walker, Portfolio and Programme Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 the Committee to enter into a key holding agreement with Clonard Residents' Association in relation to the Playground and recently constructed multi user games areas at Springfield Avenue / Forfar Way in West Belfast.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> Note the report and agree to enter into a key holding agreement with Clonard Residents' Association in relation to the playground and multi user games area at Springfield Avenue / Forfar way.
3.0	Main report
3.1	The Committee is reminded that the former Department for Social Development owned a piece of land which was located between Springfield Avenue and Forfar Way as outlined in Appendix 1. This land is adjacent to an existing Civic Amenity Site. DSD had initially proposed to provide the playground and the MUGA on the site. However, during the

	<p>design phase of the project it was established that the area designated for the MUGA was contaminated. DSD undertook to remediate the land but as a result the budget was expended and the Department was unable to construct the MUGA as intended. The playground and the additional land did however transfer to Council.</p>
3.2	<p>Council subsequently agreed as part of its MUGA programme to provide the facility as originally intended. The work on this is nearing completion.</p>
3.3	<p>The site has had a history of anti social behaviour and during the construction of the MUGA representations were made by residents regarding young people accessing the construction site and causing a nuisance. Members are asked to note that the Planning Service has placed a restriction on the site. The floodlighting can only be used up to 7.00 pm.</p>
3.4	<p>The facility will continue to be opened and closed by Council Officers. Discussions have taken place with the Clonard Residents' Association who have premises in close proximity to the site. The Association has been involved in the project from its inception and is aware of the issues in the area. The Association has agreed to take on a key holding role to demonstrate local commitment and ownership of the site and to address issues of anti-social behaviour particularly those outside of normal operating hours. It is therefore proposed to enter into a key holding agreement with the Association to provide a watching brief and fulfil an intervention role as the need arises.</p>
	<p><u>Financial & Resource Implications</u></p>
3.5	<p>There are no additional financial implications at this time.</p>
	<p><u>Equality or Good Relations Implications</u></p>
3.6	<p>There are no Equality Implications</p>
4.0	Appendices – Documents Attached
4.1	Appendix 1 – Site Map



PRELIMINARY

McAD
DESIGN

Rev No / Rev date / Rev Desc

Rev Date Description

Client B.C.C. Parks

Project Springfield Mall

Drawing Site Location

Scale 1:1000 @ A1

Drawn E. Abubakar

Date 10/10/14

Checked S. Anthony

Date 10/10/14

Project No 300

All dimensions are in millimeters. Figure dimensions to be taken in preference to scale dimensions. Construction is subject to the S.A.P. (South African Planning) Act No. 107 of 1998.



Subject:	Renewal of Licence to Use Agreement with Grow
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department Stephen Walker, Portfolio and Programme Manager

Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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 the Committee to renew the Licence to Use with Grow in relation to land at Waterworks Park.
2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • note the report and agree to renew the Licence to Use agreement with Grow in relation to the provision of a community garden within Waterworks Park for a period of 2 years and; • agree to confer delegated authority to the Director of City and Neighbourhood Services to extend the agreement for up to a further 3 years subject to review and the Director's satisfaction that the project remains sustainable.
3.0	Main report
3.1	The Committee is reminded that the Council has permitted Grow to use land at Waterworks Park to provide a community garden. This arrangement has been in place since 2010. The existing Licence to Use (Appendix 1 and 2) agreement terminates on 31 st December 2016. Grow has secured new funding from the Rank Foundation, this funding

	has been in place since January 2016 and will continue for a further 2 years until December 2018.
3.2	The existing Licence to Use is predicated on current funding from Big Lottery. Members will be aware that in entering agreements it is necessary for Council to satisfy itself that the terms and conditions of the funding do not place an undue burden on the Council or its assets. It is therefore practice to establish agreements which reflect the terms and conditions of funding and protect the Council and its assets.
3.3	In discussions with Grow, they have sought additional security of tenure over and above the term of the funding. Grow has also highlighted that as an organisation they would wish to seek and secure additional funding from other organisations. Grow has therefore requested additional 'comfort' in relation to security of tenure. Officers have reviewed the request and are content to recommend to Committee that we enter into an agreement with Grow for a further two years in line with the current funding secured from the Rank Foundation and that we agree to up to a further 3 years subject to review and satisfaction that the project remains sustainable. It is proposed that the Director be given delegated authority in this regard.
3.4	Members are asked to note that representatives from Grow made a short presentation to the North Area Working Group. Grow's Director attended the meeting together with a number of volunteers who all attested to the personal benefit they had achieved through the involvement with the Project. At the meeting Grow's Director sought a lease from the Council. This matter was subsequently discussed with the Grow's Chairperson and another member of the Board following which it was agreed that the Licence to Use afforded them the necessary security of tenure and also minimised the management and maintenance liability to the organisation enabling it to focus on the community garden.
3.5	At the area working group meeting Grow's Director also referred to an additional piece of land adjacent to the Community Garden. This matter was also subsequently discussed with the Chair and member of the Board. It was agreed that Grow would make further representation to the Council at a later date regarding the additional land at which time a variation to the boundary map would be considered.
	<u>Financial & Resource Implications</u>
3.6	There are no additional financial implications at this time.

3.7	<u>Equality or Good Relations Implications</u> There are no Equality Implications
4.0	Appendices – Documents Attached
4.1	Appendix 1 – Existing Licence to Use Agreement Appendix 2 – Existing boundary map

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Dated this _____ day of _____ 2016

801-866-4-HK

BELFAST CITY COUNCIL

and

GROW

AGREEMENT

For Delivery of Reaching Out – Connecting Older People Project at Waterworks Park, Belfast.



Legal Services
Belfast City Council
City Hall
BELFAST
BT1 5GS

04-10-2016

THIS AGREEMENT is made the day of 2016 between:-

BELFAST CITY COUNCIL of City Hall, Belfast, BT1 5GS (hereinafter referred to as 'the Council') of the one part (which for the purposes of this Agreement shall include its successors and assigns) and **GROW** (Registered Charity Number XT20939) whose office is situated at 2ND Floor, 357 Antrim Road, Belfast, BT15 3BU the trustees of which are Anne Flynn, Chairperson, of Apt 306 Edenderry Lofts, 326 Crumlin Road, Belfast, BT14 7EA, A Kerr, Treasurer, of 4 Upton Court, Belfast, BT11 8EU, Elis Haughey, Secretary, of 183 Cavehill Road, Belfast, BT15 5BP, Una Duffy, Trustee, of 10 Branville Park, Belfast , BT14 8JZ, Elizabeth Mitchell, Trustee, of 80A Ballyregan Road, Dundonald, BT16 1TU, Jenna Maghie, Trustee, of 39 Dunraven Avenue, BT5 5JR and Martin Reid, Trustee, of 19 Westland Gardens, Belfast, BT14 BNF, (hereinafter referred to as 'the Licensee') of the other part.

BACKGROUND

The Licensee has obtained funding from Big Lottery Fund to deliver a project, 'Reaching Out – Connecting Older People', which is a community gardening project that will take place over three years across various sites within the City for the benefit of older people and community participants. The Council has agreed to permit the Licensee temporary and scheduled access to the Waterworks, Belfast to enable the Licensee to deliver the said project subject to the Big Lottery Fund providing and continuing to provide the funding for delivery of the project. The Council is empowered to enter into this Agreement in accordance with its powers and functions under the Recreation and Youth Service (Northern Ireland) Order 1986.

WHEREBY it is agreed and declared as follows:-

- 1) The Site, hereinafter more particularly defined is required by the Licensee to facilitate the delivery of the Reaching Out – Connecting Older People project in a community woodland learning space by the Licensee in accordance with the terms and conditions herein and the letter of offer, letter of extension and terms and conditions attached at Appendix 1 hereto which details the project to be carried out (hereinafter referred to as 'the Project').
- 2) The Council is the owner of lands at the Waterworks Park, Belfast and a portion of the said lands are shown for the purpose of identification only coloured yellow on the Map attached at Appendix 2 hereto (hereinafter referred to as 'the Council's Lands' of which the Site forms part).
- 3) The Council hereby licenses and permits, subject as herein, the Licensee, its servants and agents to include any contractors appointed by the Licensee in connection with the Project to use the Site, as detailed and defined in the First Schedule, for the purpose of delivering the Project together with the right for the Licensee, its servants and agents to pass and repass with or without vehicles and equipment over that part of the land shown shaded yellow on the Map attached hereto as shall be agreed in advance with the Council's Director of City and Neighbourhoods Services or his appointed nominee for the purpose of delivering the Project for the duration and on the terms hereinafter appearing.

4) This Agreement shall be deemed to have commenced on the 25 day of April 2012 (hereinafter referred to as 'the Commencement Date') and shall continue from the commencement date until the 31 day of December 2016 (hereinafter called 'the Term') unless earlier determined subject to a fee of £0.05p (Five Pence) (if demanded) (hereinafter referred to as 'the Fee') and subject as herein.

5) **THE LICENSEE HEREBY AGREES AND UNDERTAKES** with the Council as follows:-

- i. The Licensee shall pay to the Council as an acknowledgement of the agreement and permission hereby granted the Fee (if demanded) during the Term.
- ii. The Licensee shall pay all rates and taxes which may be levied in respect of its use and occupation of the Site.
- iii. The Licensee agrees and undertakes to use the Site solely to facilitate the Project which involves use for community gardening only (no commercial gain permitted), (in accordance with the terms and conditions herein and the letter of offer, letter of extension and terms and conditions attached at Appendix 1) at the Site (hereinafter referred to as 'the Permitted User').
- iv. The Licensee shall not use the Site for any purpose whatsoever other than the Permitted User.
- v. The Licensee shall not make any variation to the Project unless the prior written consent of the Council has been obtained. The Licensee shall carry out the Project in accordance with all statutory regulations, orders and legislation relevant to same.
- vi. The Licensee shall not commence the Project at the Site until the days and times of use have been agreed in advance for the Site by the Council's Director of City and Neighbourhoods Services or his nominee and written notification has been issued to the Licensee by the Council in this regard and the Licensee shall only be permitted access during official park opening times.
- vii. The Licensee shall be liable absolutely for all such security arrangements as may be necessary to secure the Project, the Site and all equipment, plant and materials placed thereon (including the Learning Space).
- viii. The Licensee shall ensure that the Site is locked and secure when not in use and shall provide the Council with a copy of all keys, and the names, addresses and contact numbers of all key holder(s) and relevant emergency contact(s).
- ix. The Licensee shall obtain at its own expense all necessary planning and other requisite statutory approvals, permissions, or consent(s) in relation to the Project and the Permitted User of the Site prior to commencement of the Project and shall be responsible for and indemnify the Council against all claims, costs, expenses and losses arising in this regard.

- x.** The Licensee shall not do or cause or permit to be done any act or thing in or upon the Site or the Council's Lands or any other neighbouring lands which may be or become a nuisance inconvenience or danger or cause damage or annoyance to the Council or to the owner and occupiers of adjoining property and the Licensee shall cease any such nuisance forthwith upon the instruction of the Council or any of its authorised officers.
- xi.** The Licensee shall be responsible for making all necessary arrangements and the cost of all such arrangements made in connection with the provision of temporary services to the Site and their removal on termination of this Agreement.
- xii.** The Licensee shall not build or permit to be built on the Site any buildings or other constructions or any extensions to buildings and shall not carry out any major earth works or changes to the infrastructure without the prior written agreement and approval of the Council.
- xiii.** The Licensee shall permit the Council its servants, agents, employees and any other person authorised by the Council at any time to enter into and to inspect the Site for the purposes of ensuring that the Site is being used for the Permitted User by the Licensee and ascertaining whether all or any of the provisions of this Agreement are being faithfully kept observed and performed to include ensuring compliance with the Project.
- xiv.** The Licensee shall be responsible for making all necessary arrangements in connection with the repair and maintenance of the Site for the Term and shall bear the costs in relation to same and in respect of the permission hereby granted. To this end the Licensee shall keep and maintain the Site and the Learning Space in a good and substantial state of condition and repair and every part thereof in a clean wholesome and tidy condition to the satisfaction of the Council and free of any offensive or noxious matter or thing and shall remove all litter therefrom and shall not permit the Site or Council's Lands to be used for the depositing of rubbish.
- xv.** In the event of any termination of this Agreement the Licensee shall immediately remove and reinstate the Site or part thereof to the satisfaction of the Council within 1 month of the date of service of Notice by the Council requesting same and if the Licensee does not do so the Council shall be entitled to undertake such works as may be required to reinstate the Site or part thereof to the condition that it was in prior to the commencement date of this Agreement and all expenses which the Council may be put to in carrying out such works shall be payable by the Licensee to the Council as a debt due on demand.
- xvi.** The Licence shall not place or affix any signage or placards or notices at the Site without the prior written approval and agreement of the Council.
- xvii.** The Licensee shall be responsible for and shall have all necessary insurances in place and shall indemnify the Council against all claims for injury or death to any person or persons or damage to or loss of property (including the Council's Lands and other property) however arising in connection with the Project, (to include use of volunteers) the Licensee's use of the Site, access routes and the Council's Lands and also in connection with any access and works carried out in relation to any defects or latent defects in

accordance with the Permitted User and shall enter into and maintain at all times during the continuance of this Agreement a policy of Public Liability Insurance for an amount of not less than £5,000,000 (Five million pounds) for any one incident.

- xviii.** The Licensee shall indemnify the Council its officers, servants and agents from all liability, claims, costs and expenses in respect of any claim or demands from any person or persons in respect of any damage, loss, accident, injury, mishap or occurrence of any description, fatal or otherwise arising out of the Licensee's use and occupation of the Site (including use of same by the invitees and volunteers of the Licensee) or arising out of or in any way connected with the Agreement hereby granted or by reason of anything done by the Licensee in the exercise or purported exercise of the Agreement and permission hereby granted and to further indemnify the Council against all proceedings, costs, claims and demands of whatsoever nature in respect of any such damage, injury or loss suffered by any person.
- xix.** The Licensee shall obey all reasonable instructions of the Council or any of its authorised officers and shall forward any reports or information to the Council in connection with the delivery of the Project as may be required by the Council.
- xx.** The Licensee in delivering the Project shall take all necessary steps to ensure that all Health and Safety requirements are complied with and shall provide evidence of same to the Council including but not limited to those issued by the Health and Safety Executive Northern Ireland, and the Licensee shall produce a health and safety statement, risk assessment and action plan to ensure that all activities undertaken are fully risk assessed with safe systems of work in place and the Licensee shall make the documents available to the Council for inspection and review as the Council may require. The Licensee shall adopt appropriate safe working practices in relation to their employees, volunteers and members of the public AND the Licence shall agree the access and operating arrangements, in advance, with the Council's Director of City and Neighbourhoods Services or his nominee.
- xxi.** The Licencee shall;

 - (a) record all accidents and incidents and report same to the Council within 24 hours;
 - (b) ensure that only qualified persons are permitted to operate machinery and equipment within the Site;
 - (c) ensure that no electrical or gas powered cooking equipment is installed or used at the Site without the prior written approval of the Council and any such installation or use shall be subject to a health and safety audit and risk assessment by the Council;
 - (d) ensure that no vehicle(s) is/are permitted access to the Waterworks, the Site or the Council's Lands without the prior written approval of the Council.
- xxii.** Upon completion of the Project the Licensee shall forthwith remove all, erections, plant, equipment or materials from the Site and restore the Site to the condition it was in prior to the Commencement Date of this Agreement as required by the Council and to the satisfaction of the. If the Licensee shall neglect or fail to have any plant, equipment or materials removed or fail to restore the Site or the Council's Land to the Councils

requirements and/or satisfaction, the Council may remove same and restore the Site and adjoining land and all expenses which the Council may be put to in such removal and restoration as certified by the Council shall be payable by the Licensee to the Council as a debt due on demand.

AND IT IS HEREBY AGREED AND DECLARED by and between the parties hereto as follows:-

1. This Agreement is for the exclusive benefit of the Licensee for delivering the Project and the Licensee shall not be permitted to assign the benefit of this Agreement.
2. In the event of the Licensee being in default under this Agreement either with regard to any payment reserved hereunder or otherwise or failure to observe and perform any of the conditions and agreements on its part herein contained, the Council shall be entitled to immediate repossession of the Site whereupon this Agreement shall forthwith absolutely cease and determine and the Licensee shall thereupon forthwith vacate the Site removing all things belonging to the Licensee (but only insofar as this shall be required by the Council) and shall reinstate the Site to the satisfaction of the Council.
3. Either party may terminate this Agreement by providing one month's written notice to that effect to the other party whereupon this Agreement shall cease and determine as provided herein. In the event that the Big Lottery Fund withholds or ceases funding the Licensee shall inform the Council within 24 hours and the Council shall be at liberty to terminate this Agreement as it deems appropriate.
4. On any termination of this Agreement the Licensee shall not require nor shall the Council be under any obligation to make or pay compensation to the Licensee in respect of any disturbance or loss occasioned to the Licensee for any reason.
5. The Council shall not be responsible to the Licensee or the Licensee's servants, agents or invitees or other persons on the Site making a claim against the Licensee for any accident happening or injury suffered or damage to or loss of any chattel or property sustained on the Site and/or the Council's Lands.
6. The Licensee is and remains the body responsible to the Council in accordance with the terms of the Agreement.
7. The Council does not give any undertaking or warranty that the Site is suitable for the purposes of the Licensee's use thereof.
8. During the Term the Council acting reasonably reserves the right to require the Licensee to relocate the position of any of the Project to such other part of the Site as may be required by the Council.
9. Any notice requiring to be given or served hereunder shall be sufficiently served in the case of the Licensee if sent by recorded delivery post to the office of the Licensee and in the case of the Council if sent by recorded delivery post and addressed to the Chief Executive at the address shown at the head of this Agreement.

10. This Agreement shall be applied and construed in accordance with the laws of Northern Ireland and the parties hereto submit to the exclusive jurisdiction of the Courts of Northern Ireland.

FIRST SCHEDULE

'The Site'

The Site means the land shown edged red on the Map attached hereto at Appendix 2 which said lands are situate within the Waterworks Park, Belfast, and includes two containers owned by the Council which have been installed at the said lands.

APPENDIX 1

1. Letter of Offer dated 25th April 2012.
2. Letter of Extension dated
3. Reaching Out – Standard Terms and Conditions.

APPENDIX 2

MAP

Portion of Waterworks and the Site

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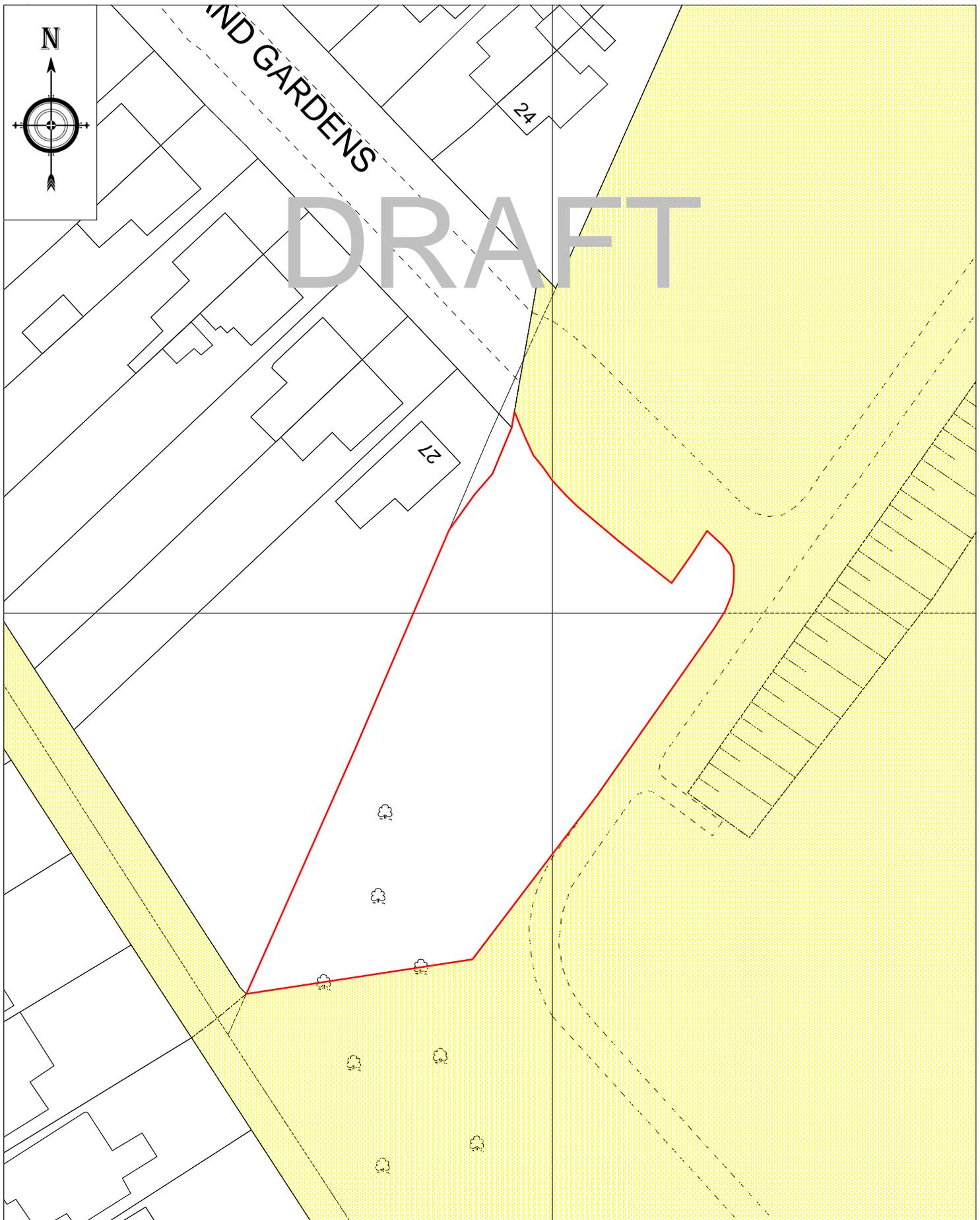


IND GARDENS

24

27

DRAFT



Based on the Ordnance Survey of Northern Ireland map with the permission of the Director & Chief Executive. © Crown Copyright.

MAP REFERRED TO

BELFAST CITY COUNCIL and TRUSTEES OF GROW

LICENCE AT THE WATERWORKS, BELFAST

Page 83

Produced by:-

Estates Management Unit,
Belfast City Council,
Property & Projects Dept.,
Adelaide Exchange,
24-26 Adelaide Street,
Belfast BT2 8GD.

SS

Date:-

26/01/2015

Scale 1:500

Area 0.305 acres

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Subject:	BMX Race Track
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department Cormac McCann, Leisure Development Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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	Belfast City BMX club have submitted a request (appendix 1) seeking Council's support to locate, develop and operate a national standard competition and training BMX track in Belfast. They further seek written confirmation of Council's support in seeking third party funding applications.
2.0	Recommendations
2.1	The Committee is asked to agree; <ul style="list-style-type: none"> To support Belfast City BMX Club in its application for third party funding for development of a national standard competition and training BMX track in Belfast. That officers are permitted to support Belfast City BMX Club in identifying an appropriate location; producing a development proposal; developing the track; producing a sustainable operational and management plan.
3.0	Main report
	<u>Key Issues</u>
3.1	BMX is recognised as the best development activity in grassroots cycling, offering cyclists the opportunity to develop skills, fitness and friendships in a controlled off-road environment. There are no competition standard BMX tracks in Belfast.

3.2	Active BMX clubs offer lessons for beginners, skills sessions for more advanced riders and race meetings for the most experienced. Competition standard BMX tracks have been shown to offer good value with high levels of recreational and structured use in cities across the UK and Ireland. Examples include Glasgow, Peckham, Southwark, Ratoath and Lucan, the most recent successful investment is in Lisburn.
3.3	Recent investment in the Mountain Bike Trails and BMX Jump Park at Sir Thomas and Lady Dixon Park have proven to generate high levels of participation among a diverse range of users as well as providing positive publicity for the city as a cycling destination. The addition of a competition standard facility will continue to increase accessibility to off-road cycling development opportunities.
3.4	It is recognised that the proposal is at a conceptual stage and will be brought back to committee when further developed.
3.5	<p><u>Financial & Resource Implications</u></p> <p>No Financial implications at this stage.</p>
3.6	<p><u>Asset and Other Implications</u></p> <p>No implications at this stage.</p>
3.7	<p><u>Equality or Good Relations Implications</u></p> <p>None.</p>
4.0	Appendices – Documents Attached
4.1	Appendix 1 – BMX Letter



BELFAST CITY BMX CLUB

Chairman: Paul Manton

Treasurer: Ian Hamilton

Secretary: Eddie Allan

Email: BelfastCityBmxClub@gmail.com

Tel: 07503139954



18th October 2016

Dear Rose,

RE: Bringing BMX Racing to Belfast

Thank you for meeting with us on Tuesday 11th October 2016. It was great to be given the opportunity to show you our aspirations for BMX racing in Belfast, and demonstrate the ongoing development of our club.

As discussed at the meeting we would like to formally request Belfast City Council's assistance in the development of a national standard BMX race facility within the greater Belfast area, specifically with:

- Your support to locate and develop a suitable site for a national BMX race (& training) facility, and develop a partnership with the Club to run such facility.
- Your collaboration in sourcing third party funding streams, and written confirmation that BCC will support us in applications of such.

We are very excited about the possibility of growing the sport, as we firmly believe that it's time to invest in the grassroots cycling of BMX.

We are confident that a national standard BMX facility will benefit the local community, local schools, youth groups, and kids with learning difficulties. We will bring "come and try" events, club racing, club coaching, national (all Ireland) racing, and even international events should the facility be suitable. With this brings visitors to the city, and a boost to the local economy.

Belfast City BMX Club believe we can grow exponentially with the right facility, and equipment to promote the sport.

We look forward to working with BCC in the development of our vision and bring a national standard BMX track to Belfast.

Yours sincerely,

Paul Manton
Chairman

BelfastCityBmxClub@gmail.com

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Subject:	Shaftsbury Recreation Centre: Proposed Energy Project
Date:	8 November 2016
Reporting Officer:	Nigel Grimshaw, Director of City & Neighbourhood Services
Contact Officer:	Cate Taggart, Community Development Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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-owned Shaftsbury Sports and Recreation Centre was leased to the Lower Ormeau Residents Action Group (LORAG) in the year 2000. In 2009, this arrangement was renewed and extended to a 25 year lease. Under LORAG's management, significant investments and improvements have been made to the centre.
1.2	LORAG has secured external funding to establish an energy project at the centre. This involves placing a number of solar panels on the roof of the centre so that up to 33 kWp of electricity is produced for use within the centre.
1.3	LORAG has successfully applied for and have been awarded £75,652 funding for the project through the Northern Ireland Executive's Social Investment Fund (SIF) and from Pure Leapfrog Community Energy Fund. This covers the total estimated cost of the project.
1.4	In order to progress the project, LORAG has requested formal permission from the Council to install the solar panels. They have also requested technical assistance from the Council in order to assess the viability of the project and to help appoint suitable contractor(s) to carry out the works in accordance with the funding rules.

2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • approve LORAG's request to install the solar panels on the Shaftsbury Sports and Recreation Centre; • agree Council technical assistance support for LORAG to appoint and manage suitable contractors to carry out the works in accordance with the funding rules; and • agree to recommend the project to the Strategic Policy and Resources Committee, subject to detailed terms being agreed by the Estates Manager and Legal Services.
3.0	Main Report
3.1	<p>Shaftsbury Sports and Recreation Centre, which was originally run by the Council, was leased to the Lower Ormeau Residents Action Group (LORAG) in 2000. In 2009, this lease arrangement was renewed and extended for a further 25 years. Under LORAG's management, significant investments and improvements have been made to the centre.</p>
3.2	<p>The latest proposal involves establishing an energy project at the centre. This involves placing a number of solar panels on the roof of the centre so that up to 33 kWp of electricity is produced for use within the centre.</p>
3.3	<p>LORAG has successfully applied for and have been awarded 100% funding for the project through the Northern Ireland Executives Social Investment Fund (SIF) and from Pure Leapfrog Community Energy Fund, a UK based charity which supports high quality carbon reduction projects. The funding is provided using donations to Pure Leapfrog from British Airways passengers via the Carbon Fund.</p>
3.4	<p>In order to progress the project, LORAG has requested formal permission from the Council to install the solar panels. They have also requested technical assistance from the Council in order to assess the viability of the project and to help appoint suitable contractor(s) to carry out the works in accordance with the funding rules.</p>
3.5	<p>There are a number of issues identified with this project;</p> <ul style="list-style-type: none"> ▪ <u>Structural</u>. A structural survey has been undertaken by LORAG and a report issued confirming that the existing roof is capable of supporting the proposed panels. ▪ <u>Health & Safety</u>. In considering the project, BCC Property Maintenance Officers

	<p>identified the need for some structural alterations to the roof including the need for provision of suitable handrails in order to access the panels throughout the roof area as well as protecting the translucent panels in the roof.</p> <ul style="list-style-type: none"> ▪ <u>Procurement</u>. LORAG does not have the necessary expertise to develop a formal tender and technical specification in order to comply with the grant conditions. BCC Property Maintenance Unit has agreed they can offer this assistance. ▪ Once placed on the roof of Shaftsbury RC, the solar panels would become the property of BCC who would be responsible for their maintenance. Upon assessment however this is anticipated to be minimal.
3.6	<p>The project proposal supports a number of Council objectives including energy efficiency and reducing operating costs. The reduction in overhead costs, and any share of income generated, will allow LORAG to decrease their dependency on grant support and/or extend their current service offer. LORAG is in receipt of annual revenue support from BCC of £55,182. This does not fully cover the annual operating costs for the facility. The initial funding to procure and install the panels has been secured from SIF (£59,022). A further grant of £16,630 has been secured from Pure Leapfrog to support the cost of the structural alterations to the roof as assessed by the Council's Property Maintenance section.</p>
3.7	<p>The return on the capital investment used to procure and install the pv panels consists of 3 elements:</p> <ul style="list-style-type: none"> • The electricity saved as a result of the pv panels producing their own electricity. • Any surplus electricity generated by the pv panels and not used by the centre being exported to the NIE for general use (which they pay for subject to their agreement). • Payments generated from Central Government based on ROC's (Renewable Obligation Certificates), effectively an incentive grant available for the life of the panels and payable annually, in this case for 20 years.
3.8	<p>If the scheme is not approved, LORAG will lose the ROC payments. The PV panels will still produce a saving from generating their own electricity however the payback period will be adversely affected from an estimated return within 6 years to a payback within 12 years for an operational life of 25 years.</p>
3.9	<p>Property Maintenance has agreed to provide technical and procurement assistance to LORAG as required. Once the panels are installed, it will be Property Maintenance's responsibility to maintain the system. They advise that costs will be minimal as the panels</p>

<p>3.10</p> <p>3.11</p> <p>3.12</p> <p>3.13</p>	<p>are virtually maintenance free and simply require occasional cleaning.</p> <p>There are a number of benefits associated with the installation of this solar photovoltaic system.</p> <ul style="list-style-type: none"> ▪ The initial capital investment is 100% funded by the Northern Ireland Executive and charitable funds. ▪ Approximately 20% of the centre’s electricity demand will be met by the PV system thereby significantly reducing the centre’s electricity bill. ▪ If NIE accept and process the application, the system will be eligible for NIROC payments. For every unit of electricity produced by the installed PV system LORAG will receive an annual payment for the next 20 years thereby providing them with a valuable source of income. ▪ The additional income will reduce asset operating costs thus supporting sustainable service provision and reduced dependency on grant aid. <p><u>Financial & Resource Implications</u></p> <p>There is no capital cost to council given income secured from external funders.</p> <p>Property Maintenance has agreed to provide technical and procurement assistance to LORAG as required. Once the panels are installed, it will be BCC Property Maintenance responsibility to maintain the system.</p> <p><u>Equality or Good Relations Implications</u></p> <p>There are no equality or good relations implications to this report.</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>None</p>



Subject:	Parks Events Small Grants Scheme – Recommendations for Funding
Date:	8 November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Agnes McNulty, Open Spaces & Active Living Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 the report is to inform Members of the decision taken by the Director of Development, under delegated authority, regarding the applications received in Tranche 2 for events taking place in parks between 1 October 2016 and 31 March 2017.
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	A total of 16 applications were received for the Grant which were assessed by the Open Spaces & Active Living Unit (OS&AL) and 8 applications met the criteria for an award to be made, as shown in Appendix 1.
3.2	An Independent Assessment Panel reviewed a sample (20%) of the applications, was satisfied with the scoring and application of the criteria for the grants and approved the recommendations for awards. The Central Grants Unit (CGU) will continue the administration of the grant through notification to unsuccessful applicants, draft and distribution of Letters of Offer, holding workshops for grant awarded applicants, facilitation

	of payments and monitoring of all awards, including financial verification visits.
	<u>Financial & Resource Implications</u>
3.3	Tranche 1 - £76,610.28. Tranche 2 - £21,511. The total budget for 2016/17 is £115,000. The scheme is managed by staff from the OS&AL Unit and the Community Park Managers/Outreach Officers are responsible for liaising with groups.
	<u>Equality or Good Relations Implications</u>
3.4	There are no known equality and good relation implications.
4.0	Appendices – Documents Attached
4.1	Appendix 1: Parks Events Small Grants Applications, 2016/17 - T2.

Appendix 1: Parks Events Grant Applications 2016/17, T2

Ref	Organisation	Project Title	Requested	Recommended
7641	The Conservation Volunteers	Big Green Weekend 2016	£3,350.00	£2,650.00
7761	Féile An Phobail	Draocht Children's Festival 2016	£3,000.00	£2,700.00
7772	New Lodge Arts	North Belfast Lantern Parade & Magical Festival	£3,000.00	£3,000.00
7779	Compassion Belfast	Inside a Snow Globe	£3,000.00	£3,000.00
7511	Taughmonagh Community Forum Ltd	St Patrick's Day Family Fun Day in the Park	£2,846.00	£2,282.00
7792	Greater Village Regeneration Trust	Walking in a Village Winter Wonderland	£3,000.00	£3,000.00
7332	Cairde Bhunscoil Bheann Mhadagáin	North Belfast Gaels Celebration of Cliftonville 3G Pitch Opening	£2,924.00	£2,314.00
4607	North Belfast Partnership	Hallowe'en at Glenbank Park	£2,965.00	£2,565.00

Unsuccessful Applications

Ref	Organisation	Project Title	Requested	Recommended	Reason
7136	SPRED	SPRED Around the Park 2016	£3,296.00	£0.00	Did not reach pass mark
7414	Dean Clarke Foundation	Spooky Special	£1,690.00	£0.00	Did not meet 3 of the 4 essential criteria
7693	Edenderry Residents' Association	Hallowe'en Children's Event	£1,460.00	£0.00	Did not meet 3 of the 4 essential criteria
7758	Ballynaveigh Community Development Association	BCDA Environmental Education Project	£1,550.00	£0.00	Did not meet 3 of the 4 essential criteria
7916	Inner East Youth Project	The Darkness Within	£2,950.00	£0.00	Did not meet 3 of the 4 essential criteria
7650	Upper Springfield Resource Centre	Community Corridor Opening of New Play Park	£2,000.00	£0.00	Awarded £2,079 in T1, minimum award is £1k
7842	Holy Family Youth Centre	Winter Wonderland	£2,676.00	£0.00	Awarded £2,840 in T1, minimum award is £1k
7539	South Belfast Sure Start	South Belfast Sure Start Family Fun Day	£2,485.00	£0.00	Event date provided is outside the eligible funding period.

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Subject:	Notice of Motion – Hire charges for Council Pitches
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services
Contact Officer:	Rose Crozier, Assistant Director Jacqui Wilson Business Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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>At the People and Communities Committee meeting on 11th October 2016 the following notice of motion was presented:</p> <p>In accordance with notice on the agenda, Councillor Collins proposed:</p> <p>“This Council notes the concerns raised by local football teams over the cost of pitches, including grass, 3G and 4G pitches. Some of our most long-standing service users have indicated that they have had to face a price increase of up to 20-25% over the recent period, with some teams reporting that the price of grass pitches has risen from £30 to £55 over a two year period and 3G pitches from £90 to £120 over a one year period.</p> <p>The Council agrees that this is simply unattainable for many local teams and it is serving to negatively impact upon grassroots football. The Council views it as important that we ensure that these facilities are within the reach of our local teams and, accordingly, agrees that these price increases should be reversed and a re-examination undertaken of pitch pricing policy to ensure that these facilities are accessible to all.”</p>

1.2	Committee agreed that a report be brought back to November's People and Communities Committee in response to this.
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none"> • Note the 2016/17 scale of charges for the use of pitches in our parks • Note that there will be no price increase in 2017/2018 in line with the estimates process underway
3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>Fees and Charges for the use of facilities within the department are reviewed annually, in line with the estimates process and revised rates implemented with effect from 1st April each year. In the last number of years there have been minor inflationary increases.</p>
3.2	<p>Belfast pitch charges did not increase in 2016/2017 except for the following circumstances:</p> <ol style="list-style-type: none"> 1. A proposal was agreed at Transition Committee on 10th February 2015 to retain the Lisburn City Council rate of £60 for the hire of 3G pitches at the Brooke Activity Centre for a period of 12 months, that is, from 1st April 2015 until 31st March 2016. Therefore the rate at this facility reverted back to the Belfast rate as of 1st April 2016. 2. The Leisure Services contract with GLL came into effect on 1st January 2015 and included the operation of 3G pitches at Leisure Centres. Within the terms of the contract the cost of pitch hire was frozen for the first 9 months retaining the 2015/16 hourly rate of £80. The GLL 3G charges reverted to the Council rate of £82 in September 2016 having operated at the reduced rate for an additional 11 months. <p>A benchmarking exercise is undertaken each year in relation to the cost of grass and 3G pitches within the greater Belfast area. As can be seen from Appendix 1 the hourly hire charge for grass pitches ranges from £19 to £34 while our current price is £25.75 per hour.</p>
3.3	<p>The charge for a 3G full pitch ranges from £70 to £82 while our current price is £82 per hour. Match rates range from £90 to £110. This is for a hire period of up to 2hrs which was previously agreed by Council in response to demand from users.</p> <p>Concessionary rates are available as outlined at Appendix 1 at a 50% reduction for Junior</p>

<p>3.4</p> <p>3.5</p> <p>3.6</p> <p>3.7</p> <p>3.8</p>	<p>use and for off peak use for both grass and 3G pitches. Peak applies to bookings between 12-2pm and after 5pm Mon-Fri.</p> <p>Clubs often avail of a block booking mechanism which allows bookings up to 13 weeks in advance and saves on VAT. For example a block booking for a match would equate to £91.67 per match on a 3G pitch for a booking of up to 2 hours.</p> <p>Significant investment has been put into both Grass and 3G pitches over the years and the benchmarks above are not always comparing the same standard of facility however they are competitive.</p> <p><u>Financial & Resource Implications</u></p> <p>The hire of pitches generates approximately £200k income annually for the service. This income supports the management and maintenance of the facilities and in the case of 3G provides for the replacement of the surfaces which have an average life of 10 years.</p> <p><u>Equality or Good Relations Implications</u></p> <p>There are no equality or Good relations implications.</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 - Benchmarking data</p> <p>Appendix 2 - Current Scale of Charges</p>

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Belfast City Council	Antrim & Newtownabbey			Lisburn & Castlereagh		Hammer 3g %	Grosvenor 3g %	Shaftesbury Recreation Centre 3g %	Colin Park %	Playball NI %	University of Ulster Jordanstown %	Mid & East Antrim	Average Difference	
	Newtownabbey %	Antrim %	Ballyclare %	Castlereagh %*	Lisburn %*							Carrickfergus %		
OUTDOOR LEISURE SCALE OF CHARGES 2016/17														
Grass Sport Pitches														
Full pitch, with changing facility - Adult	£25.75	26.21%	26.21%	26.21%	25.24%	31.65%							-32.04%	17.25%
Full pitch, with changing facility - concession	£12.90	26.36%	26.36%	26.36%	14.73%	34.11%								25.58%
Full pitch, without changing facility - Adult	£20.20				24.50%	31.93%							15.84%	28.22%
Full pitch, without changing facility - concession	£10.10				5.94%	25.74%								
Synthetic Sport Pitches														
3 G Synthetic Pitch Peak, full pitch	£82.00	14.63%	29.27%	14.63%			2.44%	26.83%	45.12%		15.85%		32.32%	23.61%
3 G Synthetic Pitch Peak, full pitch - concession	£41.00	15.85%	15.85%				2.44%	17.07%					-2.44%	9.76%
3 G Synthetic Pitch Peak, half pitch	£41.00	14.63%	28.05%	14.63%			2.44%	26.83%	39.02%				13.41%	19.86%
3 G Synthetic Pitch Peak, half pitch - concession	£20.50	15.61%	15.61%				2.44%	17.07%					-41.46%	1.85%
3 G Synthetic Pitch Peak, 7 a side/full pitch	£54.00	42.59%								25.93%	7.41%			25.31%
3 G Synthetic Pitch Concession / Off peak, 7 a side/full pitch	£27.00									7.41%				7.41%
3 G Synthetic Pitch Peak, 5 a side/half pitch	£27.00	-11.11%								-11.11%	-33.33%			-18.52%
3 G Synthetic Pitch Concession / Off Peak, 5 a side/half pitch	£13.50									-48.15%				-48.15%
3G Synthetic Pitch - Match rate full pitch	£110.00	18.18%											12.27%	15.23%
3G Synthetic Pitch - Match rate full pitch concession	£55.00												-26.36%	-26.36%

*Match Rate
All Non Member, Peak Rate Price, including floodlight charge where charged separately
Charges per Hour, except for Lisburn & Castlereagh which are Match Rate divided by 2
Newtownabbey price their pitches according to the Match Grade. The majority of our pitches are the same as their Match Grade B (the lower of the two prices) - % difference based on lower price

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	Belfast City Council	Antrim & Newtownabbey			Lisburn & Castlereagh								Mid & East Antrim	Average
		Newtownabbey	Antrim	Ballyclare	Castlereagh*	Lisburn*	Hammer 3g	Grosvenor 3g	Shaftesbury Recreation Centre 3g	Colin Park	Playball NI	University of Ulster Jordanstown	Carrickfergus	
OUTDOOR LEISURE SCALE OF CHARGES 2016/17														
Grass Sport Pitches														
Full pitch, with changing facility - Adult	£25.75	£19.00	£19.00	£19.00	£19.25	£17.60							£34.00	£21.31
Full pitch, with changing facility - concession	£12.90	£9.50	£9.50	£9.50	£11.00	£8.50								£9.60
Full pitch, without changing facility - Adult	£20.20	n/a	n/a	n/a	£15.25	£13.75							£17.00	£15.33
Full pitch, without changing facility - concession	£10.10	n/a	n/a	n/a	£9.50	£7.50								£8.50
Synthetic Sport Pitches														
3 G Synthetic Pitch Peak, full pitch	£82.00	£70.00	£58.00	£70.00			£80.00	£60.00	£45.00			£69.00	£55.50	£63.44
3 G Synthetic Pitch Peak, full pitch - concession	£41.00	£34.50	£34.50				£40.00	£34.00					£42.00	£37.00
3 G Synthetic Pitch Peak, half pitch	£41.00	£35.00	£29.50	£35.00			£40.00	£30.00	£25.00				£35.50	£32.86
3 G Synthetic Pitch Peak, half pitch - concession	£20.50	£17.30	£17.30				£20.00	£17.00					£29.00	£20.12
3 G Synthetic Pitch Peak, 7 a side/full pitch	£54.00	£31.00								£40.00	£50.00			£40.33
3 G Synthetic Pitch Concession / Off peak, 7 a side/full pitch	£27.00									£25.00				£25.00
3 G Synthetic Pitch Peak, 5 a side/half pitch	£27.00	£30.00								£30.00	£36.00			£32.00
3 G Synthetic Pitch Concession / Off Peak, 5 a side/half pitch	£13.50									£20.00				£20.00
3G Synthetic Pitch - Match rate full pitch	£110.00	£90.00											£96.50	£93.25
3G Synthetic Pitch - Match rate full pitch concession	£55.00												£69.50	£69.50

*Match Rate

£2.00

All Non Member, Peak Rate Price, including floodlight charge where charged separately

Charges per Hour, except for Lisburn & Castlereagh which are Match Rate divided by 2 to show hourly rate

Newtownabbey price their pitches according to the Match Grade. The majority of our pitches are the same as their Match Grade B (the lower of the two prices)

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Subject:	Anti-Social Behaviour (Citywide and Holylands)
Date:	8 November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Siobhan Toland, Assistant Director, City & Neighbourhood Services Department

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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>Further to the Notice of Motion referred to Committee in October 2016 (as detailed below) and increasing Member concern around antisocial behaviour in a range of parks and open spaces across the city, the purpose of this report is to update Members on:</p> <ul style="list-style-type: none"> - The anti-social behaviour context in the Holy Land and around parks and open spaces across the city; - The ongoing work in response to these issues; - The planned work to improve the response to these issues;
1.2	<p><u>Notice of Motion</u></p> <p>“This Council recognises the substantial social and economic contribution which students and universities make to our City. We also condemn, without reservation, the disorder seen on the streets of Belfast and express our support for the affected residents. The Council resolves to consider a report in the relevant Committee specifically addressing the return of wardens, the installation of CCTV, the impact of private landlords and options for more rigorously enforcing bye-laws. The Council also agrees that Chief Officers will attend the Inter-Agency Group in recognition of the seriousness of the problem”.</p>

2.0	Recommendations
2.1	<p>The Committee is asked to;</p> <ul style="list-style-type: none"> • Consider the contents of the report. • Note the progress to date and endorse the future work planned to address these issues more effectively.
3.0	Main report
3.1	<p><u>The Anti-Social Behaviour Context</u></p> <p><u>The Holyland</u></p> <p>Members will be aware that for a number of years, the Holyland area of South Belfast has experienced significant issues with ongoing anti-social and nuisance behaviour, particularly at key dates e.g. St. Patrick’s Day, Halloween and the Fresher’s Period. The main issues being on street drinking and noise. There have also been occasions when street disorder has taken place due to the large numbers of people in the area and the influence of large quantities of alcohol.</p> <p>Groups in the area representing the interests of long term residents and newly settled families continue to report that these behaviours have significant impacts on their quality of life, particularly as the issues have been ongoing for a number of years.</p> <p>The issues are associated in the main (although not exclusively) with the large student population in the area. There is also recognition that not all students are involved in the negative behaviours.</p> <p>At a recent public meeting of the Wider University Area PACT (Partners and Communities Together) to review the Fresher’s period 2016, significant concern was articulated from long term residents and newly settled families that agencies and the Higher Education Institutions (HEI’s) were not effective in their efforts to minimise the impact of these issues on the community in the area.</p> <p>For Members’ information a summary of the resources provided and actions taken by Council, PSNI and the HEI’s during Fresher’s 2016 is included at Appendix 1.</p> <p><u>Parks and Open Spaces</u></p> <p>For several years there has also been an Elected Member and public concern regarding anti social behaviour in local neighbourhoods. In recent months, Elected Member concern and the</p>

number of customer complaints has grown, in respect of crime and anti-social behaviour in a number of parks and open spaces across the city.

3.7 An additional concern in respect of parks and open spaces is the growth of a large group of young people who are transient in nature (anything from 50 – 150 young people at a time), who move across parks and open spaces in the city. This group can be under the influence of alcohol and drugs and are often determined to remain detached from existing structured youth provision in their own communities.

3.8 Currently the main parks and open spaces most affected at present are:

Park/Open Space	Main Issues At Present	Frequency
Girdwood	Criminal damage, inappropriate use of scramblers, abuse of staff/residents, rowdy and nuisance behaviour.	Unpredictable, can happen any night of the week.
Marrowbone	Criminal damage/vandalism, trespass, drinking, lighting fires, drug use, rowdy and nuisance behaviour.	Weekends mainly and school holidays
Falls Park/City Cemetery	Criminal damage/vandalism, lighting fires, burnt out vehicles, inappropriate vehicle use, drinking, drug use, rowdy and nuisance behaviour.	
Lagan Walkway	Vulnerability of young people under influence of alcohol and possibly drugs and proximity to water.	
Cavehill Country Park	Criminal damage, graffiti, drinking, inappropriate use of scramblers, rowdy and nuisance behaviour.	
Dunville	Drinking, rowdy and nuisance behaviour, inappropriate use of scramblers.	
Whiterock	Possible damage to new playground facility and proximity to Falls Park/City Cemetery.	

The ongoing work in response to these issues

The Holyland

3.9 Members will be aware that agencies (including the HEI's) have been working in partnership with

the community to address issues in the Holyland area for a number of years. This work has included:

- Holylands Strategic Study to better understand the challenge and make recommendations on proposed ways forward;
- Learning City Inter-Agency Group (previously Holyland Inter-Agency Group) to ensure strategic focus was given to issues in the area (including delivery of Learning City Action Plan);
- Student Housing Strategy to support the City to meet the demand for Purpose Built Managed Student Accommodation;
- Joint PSNI, Council and University operations every St. Patricks, Halloween and Fresher's period;
- Wider University Area PACT (including delivery of the Wider University Area PACT Action Plan);
- Financial support for community led family friendly, community safety and environmental improvement projects;
- HEI development of student disciplinary policy to better manage student behaviours
- City Wide Community Safety Warden Service 2009 – 2013;
- Pilot Holy Land redeployable CCTV Provision 2010 – 2016, partner funded.

Parks and Open Spaces

3.10 Further to reports considered by Committee in May/June 2015 collaborative work between Parks, Community Safety and (D)(PCSP (Policing and Community Safety Partnership) teams has been ongoing. Additionally, with those teams now being within the City and Neighbourhood Services Department the effectiveness of a 'One Council' response to crime and anti-social behaviour is improving. Ongoing work includes:

- Joint planning and ongoing 'one Council' front line responses to community safety issues in all parks and open spaces detailed above;
- Fortnightly operational planning meetings to monitor ongoing concerns and develop responses;
- Joint visible reassurance patrols of Council Officers and when required PSNI;
- Proactive visits to off licenses around parks and open spaces to give advice and guidance on consequences of selling alcohol to minors;
- Ongoing delivery of programming to support positive and legitimate use of the parks and open spaces;
- Delivery of positive diversionary activities in partnership with (D)PCSP's;

	<ul style="list-style-type: none"> - Partnerships developed with local youth providers and (D)PCSP supported detached youth work to address anti-social behaviour in priority parks and open spaces; - Council and (D)PCSP investment in community infrastructure around parks and open spaces to encourage participation and sustainability; - Ongoing delivery of proactive work on social media and through schools to promote parental responsibility as well as reinforcing the expectation that young people using the parks will do so in a positive manner; - Joint procurement and deployment of mobile/redeployable CCTV solutions; - Single point of reporting crime and anti-social behaviour issues on a daily basis to improve our understanding of the issues. <p><u>The planned work to improve the response to these issues</u></p>
3.11	<p>It is recognised that significant effort has gone in to developing the ‘one Council’ and partnership approach to addressing crime and anti-social behaviour across the city (including the Holy Land and parks/open spaces across), however, challenges remain in improving the effectiveness of our efforts to address these issues. The remaining challenges have informed the focus of our work going forward. They are:</p>
3.12	<p><u>Operational Demand v Availability of Resource</u></p> <p>It is recognised there is significant demand from across the city for Council to provide a front line and operational response to address anti-social behaviour. Members will be aware however, that the available citywide Council front line resource currently stands at:</p> <ul style="list-style-type: none"> - 8 Safer Neighbourhood Officers (SNO’s) whose main focus is working at community level to address community safety issues. The working patterns of SNO’s is Mon – Thurs 2pm – 10pm (8 SNO’s), Fri/Sat 4.30pm – Midnight (4 SNO’s) - 24 Park Wardens with part focus of job on addressing community safety issues within parks. Park Wardens work a shift pattern providing cover throughout the day from morning to park closing. For the autumn/winter period this means that Park Wardens are not available from within their normal shift pattern for evening work. - Up to 10 casual Alcohol Enforcement Officers (AEO’s) who can be deployed to support SNO’s and Park Wardens at key dates and events, but this carries an additional financial cost.
3.13	<p>Operational demand for front line Council resource exceeds the core available resource at present (Park Wardens and SNO’s). Evidence of need (both recorded incidents and anecdotal input from Elected Members and communities) has informed the areas of focus at present but this may</p>

	change in the future.
	<u>Future Work Planned</u>
3.14	<ul style="list-style-type: none"> - Explore the short term opportunities for flexible working between SNO's and Park Wardens to meet the citywide demand at evenings and weekends. - In the context of the City and Neighbourhood Services Department change programme, explore the possible benefits of a more integrated 'one Council' approach to warden type services to maximise availability and effectiveness of the resource
	<u>CCTV</u>
3.15	CCTV can be a useful tool; however, as a standalone resource it is not effective in dealing with and addressing crime and anti-social behaviour.
3.16	Members will recall the decision of Belfast City Council in February 2016 to close the pilot redeployable CCTV system operating in the Holylands and to support the impact with mobile/redeployable CCTV when required.
3.17	<p>This decision was based on the following:</p> <ul style="list-style-type: none"> - None of the funders or partners of the original scheme currently have any financial resource to contribute toward the urgent upgrade needed to ensure the Holylands CCTV system operates at an acceptable level. - PSNI who had taken responsibility for recording and monitoring of cameras are no longer able to do so at the original level and are only prepared to commit to recording capacity for five strategically placed cameras. Live monitoring of these cameras would only take place over key dates throughout the year e.g. St. Patrick's Day, Fresher's and Halloween. - CCTV is not considered a current priority for them - There is a reluctance from partners to consider re-investment in a system which has not provided tangible evidence of impact over the years. - CCTV as a standalone resource is considered not effective in dealing with anti-social behaviour in the Holylands area. - There is a view that a shared multi-agency responsibility and partnership working is the most effective way of addressing issues in the Holylands area. - Future investment would need to show strong evidence of impact.
3.18	The current position remains that no partner funding is available at present to contribute to fixed CCTV systems either in the Holy Land or elsewhere in the city for the purposes of preventing crime and anti-social behaviour and that PSNI are not in a position to monitor any additional CCTV cameras.

3.19	<p>Mobile/Redeployable CCTV and Body Worn Cameras are now available for use by Council, and PSNI can deploy Evidence Gathering Teams (EGT) when the evidence of need is established.</p>
3.20	<p><u>Future Work Planned</u></p> <ul style="list-style-type: none"> - Continued provision of Council procured mobile/redeployable CCTV solutions and where appropriate and available the PSNI Evidence Gathering Teams (EGT) in hot spot areas and at high risk times - Continued use of Body Worn Cameras for Council Officers in hot spot areas at high risk times
3.21	<p><u>Council Role v PSNI Role</u></p> <p>Partnership working between Council and PSNI in providing front line services to tackle crime and anti-social behaviour is intrinsic to how both organisations work. Joint Council and PSNI operations have taken place in the Holy Land, at large events and at hot spots in communities for a number of years.</p>
3.22	<p>However, core to this joint working is clarity on the individual roles and responsibilities of each organisation. For example:</p> <ul style="list-style-type: none"> - Council Officers will work to address low level noise, nuisance or anti-social behaviour where it is safe to do so and within their existing working patterns. Additionally, Council Officers do not have any supplementary powers should an individual be obstructive. - PSNI Officers will work to address more serious nuisance or anti-social behaviour, criminality and street disorder and are a 24/7 resource.
3.23	<p>Core to the clarity of roles and responsibilities is that Council Officers have a very specific remit to deal with low level and minor issues. Council Officers are not recruited for or trained to deal with more serious nuisance, anti-social behaviour, criminality or street disorder.</p>
3.24	<p><u>The Way Forward</u></p> <ul style="list-style-type: none"> - Guidance to be provided to Elected Members and Communities on roles and responsibilities of Council and PSNI - More joint operational planning between Council and PSNI to reduce duplication of and maximise efforts - Further exploration of how to maximise the Council roles in supporting this work as part of the City and Neighbourhoods Department Change Programme

	<p><u>Role of Education Authority and other Youth Providers</u></p> <p>3.25 Crime and anti-social behaviour in parks and open spaces can often be driven by alcohol and drug use among young people. The young people in question are often transient in nature and move in large groups between parks and open spaces and are largely detached from more structured youth provision.</p> <p>3.26 Most youth providers (including the Education Authority) will not work directly with a young person under the influence of alcohol or drugs and this presents a challenge in respect of meaningful engagement with this group with a view to meeting their needs and changing their negative behaviours.</p> <p><u>Future Work Planned</u></p> <p>3.27</p> <ul style="list-style-type: none"> - A review of the specific needs of this group of young people (detached, transient and sometimes under the influence of alcohol/drugs) is being undertaken by Belfast Policing and Community Safety Partnership (PCSP). - The Education Authority is in the process of establishing Local Advisory Groups (LAG's) to inform the future of youth provision in the city. Council Officers will participate in these groups with a view to influencing the Education Authority to improve how they meet the needs of this specific group of young people as well as the needs of young people generally. <p><u>Legislative Review</u></p> <p>3.28 Further to Council's consideration of a Notice of Motion expressing concern about the effectiveness of legislation and bye-laws designed to tackle on street drinking, Council requested that the Department of Justice and Department for Communities commence a review of the effectiveness of the existing legal framework. This review should also consider additional powers which could complement or enhance those currently available in Northern Ireland. That review is underway with the proactive support of Council Officers.</p> <p><u>Future Work Planned</u></p> <p>3.29</p> <ul style="list-style-type: none"> - Ongoing delivery of the review of the effectiveness of existing legislation and bye-laws and report back to Committee on recommendations - Meantime exploration of how far the parameters of existing legislation and bye-laws can be used to alleviate the issue
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4.0	Appendices – Documents Attached
4.1	<u>Previous Relevant Decisions</u> Review of Community Safety Wardens – http://gsintmin01:9077/mgAi.aspx?ID=14516 Holy Land CCTV System – http://gsintmin01:9077/mgAi.aspx?ID=27963 On Street Drinking - http://gsintmin01:9077/mgAi.aspx?ID=30453

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Subject:	Pride of Place Gala Event 2016
Date:	8 November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Cate Taggart, Community Development Manager Clare Mullen, Community Services Unit Manager

Is this report restricted?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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 an update to Members about the arrangements for the Pride of Place Gala event being held in the Waterfront Hall on Saturday 26 th November 2016 which Members approved to host in April 2016.
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none"> • Note the update provided in relation to the Pride of Place Awards ceremony • Note receipt of invite to the event.
3.0	Main report
	<u>Key Issues</u>
	Summary of main issues
3.1	The Pride of Place competition has been supported by the Council for a number of years with Community Service officers taking the organisational lead in the selection and preparation of entrant groups.
3.2	Pride of Place is an awards programme which recognises and celebrates the vital

	<p>contributions that community partnerships make to society. The focus is on people coming together to shape, change and enjoy all that is good about their local area. It differs from other similar projects in that they specifically recognise the involvement of the local community in all aspects of rural and urban regeneration including promoting social cohesion, involvement in planning, the promotion of heritage and environmental awareness.</p>
3.3	<p>There are a number of categories based on population size: ranging from areas of population up to 200, to areas of population over 2000. There are also single issue categories which will change to reflect the current environment. This year's city categories include:</p> <ul style="list-style-type: none"> ▪ Age Friendly Initiative ▪ Community Arts ▪ Community Enterprise
3.4	<p>The Council has consistently entered a number of groups each year from across the city and in different categories. This year's approved nominations are:</p> <ul style="list-style-type: none"> ▪ East Belfast Development Agency ▪ Glor na Mona ▪ Greater Whitewell Community Surgery ▪ The Play Resource Warehouse
3.5	<p>Each year the Gala Awards event is hosted by one of the Local Authorities and this year the steering group requested Belfast City Council to host the Awards event for 2016.</p> <p><u>Pride of Place Gala Event</u></p>
3.6	<p>The Council was approached by Co-operation Ireland to seek interest in hosting the Pride of Place Gala event for 2016. Council agreed to host the event in April 2016.</p>
3.7	<p>The intention is to attract between 800-900 people from Local Authorities all over Ireland to the City for the event which will take place on Saturday 26th November 2016 at the Waterfront Hall.</p>
3.8	<p>The hosting of the event provides Belfast with a unique opportunity to promote the business tourism aspect of the city with civic dignitaries from across Ireland. It will also provide economic benefits to local hotels, restaurants and visitor attractions: historically</p>

	those attending the ceremony would stay in the hosting city over the entire weekend.
3.9	The organisation of this year's event has been taken forward by an internal working group led by Community Services and the Chief Executive's office, supported by Co-operation Ireland. The group have been working over the past number of months to put in place the arrangements for hosting the IPB awards and have succeeded in attracting sponsorship from the Department for Communities, Public Health Agency and the Harbour Commission.
3.10	Invitations have been extended to the OFMDFM and the Ministers of the sponsoring bodies and officers are awaiting confirmation from their respective offices.
3.11	Ticket sales have exceeded expectations. There has been huge interest from councils and their communities both North and South to attend the event. The number of additional ticket sales has exceeded the original target of 350 with 462 being sold to date. Officers are anticipating an audience of 1,000 which will make this year's event one of the largest ever.
3.12	Members will have already received their invitation to the event and confirmations should be made to the Chief Executive's office. The evening will include a drinks reception from 6pm and the entertainment offered will provide a show case for local talent including Streetwise Community Circus, Belfast School of Music Youth Orchestra, Belfast Gospel Choir and the James Peak experience.
	<u>Financial & Resource Implications</u>
3.13	Costs are within income received alongside the revenue budget agreed by Committee in April 2016.
	<u>Equality & Good Relations Implications</u>
3.14	There are no equality or Good Relations implications to this report.
4.0	Appendices – documents attached
4.1	None

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Subject:	Management & Control of Japanese Knotweed
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Siobhan Toland, Assistant Director City & Neighbourhood Services Department.

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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	Members will be aware that the Council receives environmental inquiries and complaints regarding the presence of Japanese knotweed on residential and commercial sites and regarding the spread of Japanese knotweed onto properties from vacant lands. Inquiries can also arise as part of the Planning process whenever sites are being redeveloped or when construction is occurring.
1.2	Concerns regarding the spread of Japanese knotweed across the UK have been recently highlighted by the national media, both on television and in print. At a local level, the issue of Japanese knotweed has been considered by the Northern Ireland Assembly and its Environment Committee. A few prominent cases involving residential properties have been identified within the Council area.
1.3	In order to identify opportunities for the more effective control of Japanese knotweed, council officers from the City and Neighbourhood Services Department and Legal Services have held a preliminary meeting with representatives of the Northern Ireland Environment Agency (NIEA). This report serves to update Members on the outcome of that meeting and regarding the actions that are proposed to be taken jointly by the Council and NIEA to heighten awareness of Japanese knotweed within Belfast, thereby leading to the timely and more effective control of this non-native invasive species.

1.4	Members will be aware that an Assembly Motion has recently been tabled calling on the Minister of Agriculture, Environment and Rural Affairs to bring forward proposals for a regional programme to eradicate Japanese knotweed.
2.0	Recommendations
2.1	<p>The Committee is asked to;</p> <ul style="list-style-type: none"> • Note the contents of this report and to agree that Council officers continue to engage with the NIEA regarding the development of a Japanese knotweed publicity article for inclusion in City Matters, to be augmented by supporting information on the Council's website.
3.0	Main issues
3.1	<p><u>Context.</u></p> <p>Japanese knotweed (<i>Fallopia japonica</i>) is a highly invasive non-native species that was introduced into the UK in the mid-nineteenth century but has since spread to virtually all parts of the UK. It is spread solely via the movement of soil material infected with fragments of the rhizome (root) or plant material and although Japanese knotweed does flower, only the female plants are known to occur in Northern Ireland. Hybrids of the plant do occasionally occur but these generally do not survive.</p>
3.2	<p>Japanese knotweed is prescribed within the Wildlife (Northern Ireland) Order 1985 as a non-native invasive plant species. As such, it is an offence to plant or otherwise cause Japanese knotweed to grow in the wild. The enforcing authority is the Department of Agriculture, Environment and Rural Affairs (DAERA) Northern Ireland Environment Agency (NIEA). Although Japanese knotweed can cause structural damage to property, thereby potentially leading to reductions in land values and difficulties in obtaining mortgages, it is not injurious to human health.</p>
3.3	<p>Invasive species are considered to be a threat to our native biodiversity as they crowd out native species and as such, they can cause damage to forestry, agriculture and infrastructure sectors.</p>
3.4	<p>Japanese knotweed is typically dealt with either by deep excavation and deep burial or via the sustained application of a Glyphosate based herbicide. Japanese knotweed is however difficult to successfully eradicate and so herbicide treatments need to be continued until no regrowth is observed which can typically take between 4 and 5 years.</p>

<p>3.5</p>	<p><u>Legislative controls.</u></p> <p>Where Japanese knotweed is located on private land, NIEA has indicated that any decision to control the plant lies with the landowner. Whilst it is not an offence to have an established Japanese knotweed stand growing on a property, an offence would be committed if it was knowingly removed from the site thereby leading to its further spread. Where Japanese knotweed has spread from one property to another, NIEA has advised that this is a civil matter between both landowners.</p>
<p>3.6</p>	<p>In GB, similar legislative controls to those available in Northern Ireland exist to prevent the spread of Japanese knotweed via the Wildlife and Countryside Act 1981. In addition, Section 14(4A) of the Wildlife and Countryside Act, as inserted by section 23 of the Infrastructure Act 2015, enables species control agreements and orders to be made by environmental authorities to ensure that landowners take action on invasive non-native species, or permit others to enter the land and carry out those operations, to prevent their establishment and spread.</p>
<p>3.7</p>	<p>The Department for Environment, Food and Rural Affairs (Defra) has advised however that these provisions should be used primarily to support national eradication programmes, typically used to remove newly arrived invasive non-native species or those of relatively restricted distribution, adding that it would not be an appropriate use of these powers or an effective use of resources to seek to apply these orders to invasive non-native species that have become widespread such as Japanese knotweed.</p>
<p>3.8</p>	<p><u>Officer meeting with NIEA and proposed actions.</u></p> <p>During the recent officer meeting with NIEA, it was highlighted that there is likely to be a significant benefit to landowners in the prompt identification and treatment of Japanese knotweed, thereby preventing the plant from becoming established. Accordingly, it is proposed that the Council will join with the NIEA in order to develop a Japanese knotweed information article for inclusion in the spring 2017 edition of City Matters, prior to the 2017 growing season commencing. This article will be augmented by additional technical information, available via the Council's website. In addition, it is proposed that staff from the City and Neighbourhood Services and Property and Projects Departments will review procedures for dealing with Japanese knotweed on Council owned lands. Finally, it is proposed that Council officers will continue to liaise with NIEA regarding further opportunities for the more effective control of Japanese knotweed.</p>

3.9	<p><u>Financial & Resource Implications.</u></p> <p>There will be a requirement for officers to periodically liaise with NIEA regarding development of the Japanese knotweed information article and supporting website information. Staff costs and the cost of production of the information article for City Matters are included within existing revenue estimates.</p>
3.10	<p><u>Equality & Good Relations Implications.</u></p> <p>There are no relevant equality considerations associated with the proposed Japanese knotweed information article and supporting website inclusions.</p>
4.0	Appendices – documents attached
4.1	None.



Subject:	Proposal for a Dual Language Street Sign
Date:	8 th November, 2016
Reporting Officer:	Ian Harper, Building Control Manager
Contact Officer:	Roisin Adams, Business Coordinator

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 an application for the erection of dual language street signs for existing streets within the City.
2.0	Recommendations
2.1	As at least two thirds of the total numbers of persons surveyed in the streets are in favour of the proposal to erect a second street nameplate in Irish at Kilmore Close and Kilmore Square the Committee is recommended to approve the applications.
3.0	Main report
3.1	<u>Key Issues</u> The power for the Council to consider applications to erect a second street nameplate in a language other than English is contained in Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995.
3.2	Members are asked to consider the following applications to erect a second street nameplate showing the name of the streets expressed in a language other than English. The second language is Irish.

3.3	<table border="1"> <thead> <tr> <th data-bbox="260 185 491 253">English Name</th> <th data-bbox="491 185 715 253">Non- English Name</th> <th data-bbox="715 185 930 253">Location</th> <th data-bbox="930 185 1270 253">Applicant</th> <th data-bbox="1270 185 1441 253">Persons surveyed</th> </tr> </thead> <tbody> <tr> <td data-bbox="260 253 491 353">Kilmore Square</td> <td data-bbox="491 253 715 353">Cearnóg na Cille</td> <td data-bbox="715 253 930 353">Off Clonard Street, BT13</td> <td data-bbox="930 253 1270 353">Clonard Neighbourhood Development Partnership</td> <td data-bbox="1270 253 1441 353">44</td> </tr> <tr> <td data-bbox="260 353 491 454">Kilmore Close</td> <td data-bbox="491 353 715 454">Clós na Cille Móire</td> <td data-bbox="715 353 930 454">Off Clonard Street, BT13</td> <td data-bbox="930 353 1270 454">Clonard Neighbourhood Development Partnership</td> <td data-bbox="1270 353 1441 454">71</td> </tr> </tbody> </table>	English Name	Non- English Name	Location	Applicant	Persons surveyed	Kilmore Square	Cearnóg na Cille	Off Clonard Street, BT13	Clonard Neighbourhood Development Partnership	44	Kilmore Close	Clós na Cille Móire	Off Clonard Street, BT13	Clonard Neighbourhood Development Partnership	71
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Kilmore Close	Clós na Cille Móire	Off Clonard Street, BT13	Clonard Neighbourhood Development Partnership	71												
3.4	<p>The translations were authenticated by Queens University, the approved translator for Belfast City Council.</p>															
3.5	<p>In accordance with the Council's policy for the erection of dual language street signs surveys of all persons appearing on the Electoral Register for the above streets were carried out and the following responses were received.</p>															
3.6	<p>Kilmore Square, BT13</p> <p>31 people (70%) are in favour of the erection of a second street nameplate 13 people (30%) did not respond to the survey</p>															
3.7	<p>Kilmore Close, BT13</p> <p>49 people (69%) are in favour of the erection of a second street nameplate 22 people (31%) did not respond to the survey</p>															
3.8	<p>The Council's policy on the erection of a second street nameplate requires that at least two thirds (66.6%) of the people surveyed must be in favour of the proposal to erect a second street sign in a language other than English.</p>															
3.9	<p><u>Financial & Resource Implications</u></p> <p>There is a cost of approximately £250 covering the cost of the manufacturing and erection of the dual language street signs. The cost for these street signs has been allowed for in the current budget.</p>															
3.10	<p><u>Equality & Good Relations Implications</u></p> <p>There are no direct Equality implications.</p>															

4.0	Appendices – documents attached
4.1	None

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Subject:	Request for The Use of Ormeau Park
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department Brian McKinley, Events Officer

Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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 asked to note that the Council has received a request from Cancer Research UK for the use of Ormeau Park
1.2	Cancer Research UK proposes to hold a Race For Life “Pretty Muddy” event at Ormeau Park on Saturday 2 September 2017 from 10 am. They will require access to the park on Friday 1 September, 9 am for the set-up and will be on site on Saturday 2 September until 10 pm to dismantle the event. The event will require the closure of all or a substantial proportion of the facility.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> • Approve the Cancer Research UK event at Ormeau Park on Saturday 2 September 2017 subject to the completion of the appropriate Event Management Plans and satisfactory terms being agreed by the Director of City & Neighbourhood Services and on the condition that: <ul style="list-style-type: none"> ▪ The Event Organisers resolve all operational issues to the Council’s

	<p>satisfaction.</p> <ul style="list-style-type: none"> ▪ An appropriate legal agreement is prepared by the Town Solicitor. ▪ The Event Organisers meet all statutory requirements including Public Liability Insurance cover, Health and Safety, and licensing responsibilities. ▪ The timely payment of the agreed charges and bonds as required in the legal agreements. ▪ The Event Organisers shall consult with adjoining public bodies and local communities as necessary.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <ul style="list-style-type: none"> ▪ Cancer Research UK proposes to hold a Race For Life “Pretty Muddy” event at Ormeau Park on Saturday 2 September 2017 from 10 am. ▪ Pretty Muddy is a 5k women only entry-level obstacle course. The event first came to Ormeau Park, Belfast in 2015 and attracted over 3000 ladies, helping Cancer Research UK to raise over £170 000, to help fund research into 200 different types of cancer. ▪ A participation fee of approximately £15 will be charged to cover the event organisation. The event will not be profit making. ▪ The Event Organisers will be required to submit an Event Management Plan to the Council prior to their event, in a timely manner and undertake the appropriate notifications, as necessary.
3.2	<p><u>Financial & Resource Implications</u></p> <p>The event will not impact on any bookable facilities therefore no loss of revenue is expected.</p>
3.3	<p><u>Asset & Other Implications</u></p> <p>A Reinstatement Bond of £5,000 will be required for the event.</p>
3.4	<p><u>Equality & Good Relations Implications</u></p> <p>There are no known implications.</p>
4.0	Appendices – Documents Attached
4.1	None



Subject:	World 24 hour Running Championship 2017
Date:	8 th November 2016
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department Cormac McCann, Leisure Development Manager

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 advise Committee of operational requirements with the delivery of the World 24hour Running Championships in Victoria Park in July 2017.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> Support limited access to some areas of Victoria Park for the safe and successful management of this International event.
3.0	Main report
	<u>Key Issues</u>
3.1	Belfast will host the World 24 hour Running Championship in Victoria Park on 1 st and 2 nd July 2017.
3.2	After organising a 24 hour race at Mary Peters Track for a number of years the organiser made a hugely popular shift to Victoria Park for the 2016 event. This successful event

	<p>demonstrated that Belfast has the ability to host a successful World Championship with high levels of participants, spectators, logistical support and media coverage. The local organisers attended the European Championship in October and received the baton for hosting the World Championship in 2017. The World Championship attracts over 500 participants from over 25 countries.</p>
3.3	<p>In December 2015 the City Growth and Regeneration committee agreed to underwrite the event to a max £10k. The Local Organising Committee is now meeting regularly with officers attending from Parks and City Events. An event management plan has been developed and the Parks Events 24 Point Plan has been submitted. Due to the scale of the event there will be some minor disruption to some existing activities which are required to satisfy the logistical and technical requirements following the recent visit of the International Association of Athletics Federations (IAAF) technical official.</p> <ul style="list-style-type: none"> ▪ Close the car park for set up of Race HQ, marquees etc in advance of and during the event. Topaz have offered use of their site for car parking on Airport Road West ▪ Request that bowlers arrange no home matches that weekend ▪ Close tunnel to prevent access of vehicles, bicycles, pedestrians onto the race circuit and impeding the event ▪ Provide alternative through access across the Park to Sam Thompson Bridge ▪ Park Run has agreed to re-locate that weekend ▪ Ensure no other event bookings go through the park that weekend <p><u>Financial & Resource Implications</u></p>
3.4	<p>A bond is not required as the assessment of use shows minimal impact on the ground. This is evidenced by previous similar event.</p>
3.5	<p><u>Asset and Other Implications</u></p> <p>None</p>
3.6	<p><u>Equality & Good Relations Implications</u></p> <p>None</p>
4.0	Appendices – Documents Attached
4.1	None.