

# Public Document Pack

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

17<sup>th</sup> January, 2024

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

Dear Alderman/Councillor,

As previously notified to you, I enclose a copies of the report for the following items to be considered at the meeting to be held at 9.30 am on Friday, 19th January, 2024.

Yours faithfully,

John Walsh

Chief Executive

### **AGENDA:**

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

- (f) North Foreshore Update (Pages 1 - 6)

#### **4. Belfast Agenda/Strategic Issues**

- (f) Alleygates - Phase V (Pages 7 - 14)
- (i) Lagan Valley Regional Park (Pages 15 - 22)

#### **5. Physical Programme and Asset Management**

- (a) Physical Programme Update (Pages 23 - 26)

#### **6. Finance, Procurement and Performance**

- (a) Contracts (Pages 27 - 34)

#### **8. Operational Issues**

- (b) Requests for use of the City Hall and the provision of Hospitality (Pages 35 - 40)

- (d) Coronation Gift (Pages 41 - 44)
- (e) Portrait of King Charles III (Pages 45 - 46)

By virtue of paragraph(s) 3 of Part 1 of Schedule 6  
of the Local Government Act (Northern Ireland) 2014.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 6  
of the Local Government Act (Northern Ireland) 2014.

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<b>Subject:</b>	Alleygates Phase V
<b>Date:</b>	19 <sup>th</sup> January 2024
<b>Reporting Officers:</b>	David Sales, Strategic Director of City and Neighbourhood Services Nora Largey, Interim City Solicitor
<b>Contact Officers:</b>	Stephen Leonard, Neighbourhood Services Manager Gavin Bell, Car Parking Manager Conor Bayne, Solicitor

**Restricted Reports**

Is this report restricted? Yes  No

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

Insert number

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

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

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

**Call-in**

Is the decision eligible for Call-in? Yes  No

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	This report provides an update on the Alleygate Phase V programme and seeks approval from Members on the terms of reference for any local inquiry should one be required.

<b>2.0</b>	<b>Recommendation</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li>Consider the contents of this report and to agree the draft Terms of Reference for a local inquiry attached as Appendix One.</li> </ul>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Strategic Director presented a report to the Strategic Policy &amp; Resources Committee in November 2023 on Phase 5 of the Alleygates programme. After discussion, the Committee:</p> <ol style="list-style-type: none"> <li>I. agreed to proceed with the publication of a Gating Order for the installation of gates in those streets where the threshold for responses to the consultation had been 40% and above;</li> <li>II. agreed to proceed with a ten-week consultation exercise for all remaining streets, using canvassers, local community groups etc., with Members to be informed when that process had commenced; and</li> <li>III. noted that a report would be submitted to its next monthly meeting on the terms of reference for a local inquiry, where an objection to a proposed Gating Order had been received.</li> </ol>
3.2	<p>To date, the Council have not received a formal challenge of merit during any previous phase of alleygating, however, due to the unprecedented number of objections received during this consultation phase, there is increased likelihood that a number of challenges may be received. Receipt of a challenge would necessitate the Council holding a local inquiry, which, to date, has not been necessary in previous phases.</p>
3.3	<p>A draft Terms of Reference for any local inquiry has been drafted for members to consider and approve and this is attached as Appendix One.</p>
3.4	<p><u>Financial &amp; Resource Implications</u></p> <p>All associated costs are covered within existing budget estimates.</p>
3.5	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
<b>4.0</b>	<b>Appendices - Documents Attached</b>
	Appendix 1 – Draft Terms of Reference

## **Alleygating Phase 5 Inquiry: Terms of Reference**

The Inquiry will examine, consider and report on Belfast City Council's decision to place alleygates on [insert street name] pursuant to its powers under Part 1 of the Clean Neighbourhoods and Environment Act (Northern Ireland) 2011, Section 69D (5) & (6).

The 2011 Act provides that *if, before the expiration of 30 days the district council receives an objection from any person on whom a copy of the notice is required to be served or from any other person appearing to be affected, it shall cause a local Inquiry to be held unless the objection is withdrawn.* However

The Council is only required to hold a local Inquiry where an objection is received from the occupiers of premises adjacent to or adjoining the road and it is considered necessary to hold an Inquiry to consider the proposed order and the issues raised in the objection in more detail. The decision as to whether it is necessary to hold an Inquiry in such circumstances will be for elected members to determine.

The Council must however hold an Inquiry if an objection is received from the owner of any cables, wires, mains, pipes or other apparatus placed along, across, over or under any road to which the order applies.

Any Inquiry shall be held in accordance with the provisions of Schedule A1 of the Interpretation Act (Northern Ireland) 1954, a copy of which is attached to these Terms of Reference.

In carrying out its work, the Inquiry will consider the views and opinions of residents, statutory undertakers, the PSNI, NIFRS and other statutory bodies, and other persons who are directly affected by the installation of alleygates at this location, whilst also affording Belfast City Council with the opportunity to explain its rationale for installing alleygates at this location. The Inquiry will determine, having taken into account the views and opinions of affected persons, whether the objection received on (insert date) has merit and warrants Belfast City Council reversing its decision, or whether Belfast City Council is justified in proceeding with the installation of alleygates at this location.

In meeting its aims, the Inquiry will:

- a) Consider and examine the content of the objection received and afford said objector with an opportunity to further elaborate on his/her concerns;
- b) Consider the evidence available to Belfast City Council, and all steps taken in preparing to make the gating order, which informed its decision to install alleygates at this location, to include allowing Council officers an opportunity to address the Inquiry;
- c) Consider the opinion of other affected residents within the locality and their views on the advantages/disadvantages of installing alleygates at this location;
- d) Consider the opinions of other interested parties, such as (but not limited to) PSNI, NIFRS and other statutory bodies as to the advantages/ disadvantages of installing alleygates at this location;
- e) Produce its report and any recommendations in a timely manner.

The aims of the Inquiry are to:

1. Examine Belfast City Council's decision to install alleygates at the location in accordance with the Clean Neighbourhoods and Environment Act (Northern Ireland) 2011, in light of an objection received from an effected resident within said location, and produce a report which shall deal with the following:
  - (i) Consider whether there is evidence of persistent crime and anti-social behaviour at this location;
  - (ii) Determine whether or not the objection received, taking into consideration the views and expressions offered during this inquiry by persons identified as being affected, carries considerable merit or otherwise;
  - (iii) Having considered all opinions expressed during the inquiry, and the evidence (both written and oral) offered, make a recommendation to Belfast City Council as to whether it should make the gating order either without modifications or subject to such modifications as the Inquiry thinks fit.

Outcomes of the Inquiry:

2. (i) Produce a report from the chair of the Inquiry in a timely manner stating his/her views as to whether Belfast City Council are justified in continuing to make the gating order either without modification or subject to such modifications as the inquiry thinks fit;
- (ii) Make said report available to Belfast City Council to allow it to make an informed decision as to whether or not to proceed with the installation of alleygates at this location;
- (iii) Identify the lessons to be learned from the above to inform any future Alleygating scheme;
- (iv) Although the Inquiry's recommendations will only be applicable for Belfast City Council and affect those within the location identified for gating, it's recommendations may have relevance for other councils within the jurisdiction.

**Changes to legislation:** There are outstanding changes not yet made by the legislation.gov.uk editorial team to Interpretation Act (Northern Ireland) 1954. Any changes that have already been made by the team appear in the content and are referenced with annotations. (See end of Document for details) View outstanding changes

## SCHEDULE

### [<sup>F1</sup>SCHEDULE A1

#### PROVISIONS APPLICABLE TO INQUIRIES AND INVESTIGATIONS

**F1** 2005 c.12

##### **Modifications etc. (not altering text)**

- C1** Sch. A1 applied (with modifications) by S.I. 1993/3160 (N.I. 15), art. 69D(7) (as inserted (1.4.2012) by Clean Neighbourhoods and Environment Act (Northern Ireland) 2011 (c. 23), ss. 1, 78; S.R. 2012/13, art. 2(2), **Sch. 2**)
- C2** Sch. A1 applied (1.4.2015) by Local Government Act (Northern Ireland) 2014 (c. 8), ss. 105(2), 129 (with s. 124(4)); S.R. 2015/209, art. 2, Sch. 1
- C3** Sch. A1 applied (1.2.2007) by Water Abstraction and Impoundment (Licensing) Regulations (Northern Ireland) 2006 (S.R. 2006/482), **reg. 17(3)** (with reg. 3)  
Sch. A1 applied (1.4.2007) by Water and Sewerage Services (Northern Ireland) Order 2006 (S.I. 2006/3336 (N.I. 21)), arts. 1(2), **303(6)** (with arts. 8(8), 121(3), 307); S.R. 2007/194, **art. 2(2)**, Sch. 1 Pt. II (subject to art. 3, Sch. 2)
- C4** Sch. A1 applied (1.5.2007) by Environmental Impact Assessment and Natural Habitats (Extraction of Minerals by Marine Dredging) (England and Northern Ireland) Regulations 2007 (S.I. 2007/1067), **reg. 29(3)**
- C5** Sch. A1 applied (24.6.2007) by Marine Works (Environmental Impact Assessment) Regulations 2007 (S.I. 2007/1518), regs. 21, 22(a)(iv), **Sch. 5 para. 6(2)**
- C6** Sch. A1 applied by S.R. 2003/136, **reg. 10(5)** (as substituted (6.8.2007) by Harbour Works (Environmental Impact Assessment) (Amendment) Regulations (Northern Ireland) 2007 (S.R. 2007/312), **reg. 7(b)**)
- C7** Sch. A1 applied (6.4.2011) by Marine and Coastal Access Act 2009 (c. 23), ss. 70(5), 324(3) (with ss. 76-81 and savings in s. 111); S.I. 2011/556, **art. 3(1)(2)(a)**
- C8** Sch. A1 modified by Road Traffic Regulation (Northern Ireland) Order 1997 (S.I. 1997/276 (N.I. 2)), art. 65(3) (as substituted (14.8.2010) by Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 (c. 14), ss. 7, 9(1))

##### *Introductory*

- 1 In this Schedule—  
“the inquiry” means any inquiry or investigation in relation to which, by virtue of section 23 of this Act, the provisions of this Schedule apply;  
“the Department” means the Minister or Northern Ireland department causing the inquiry to be held.

##### *Appointment of person to hold inquiry*

- 2 The Department shall appoint a person to hold the inquiry and to report thereon to the Department.

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### *Notification of time and place of inquiry*

- 3 Notification shall be sent to any persons appearing to the Department or the person appointed to hold the inquiry to be interested of the time when, and the place where, the inquiry is to be held.

### *Powers to require persons to give evidence etc.*

- 4 (1) Subject to sub-paragraphs (2) and (3), the person appointed to hold the inquiry may by notice require any person—
- (a) to attend at the time and place set forth in the notice to give evidence or to produce any books or documents in his custody or under his control which relate to any matter in question at the inquiry; or
  - (b) to furnish, within such reasonable period as is specified in the notice, such information relating to any matter in question at the inquiry as the person appointed to hold the inquiry may think fit, and as the person so required is able to furnish.
- (2) A person shall not be required, in obedience to such a notice, to attend at any place which is more than 16 kilometres from the place where he resides unless the necessary expenses are paid or tendered to him.
- (3) Nothing in this paragraph shall empower the person appointed to hold the inquiry to require any person to produce any book or document, or to answer any question, which he would be entitled, on the ground of privilege or otherwise, to refuse to produce or to answer if the inquiry were a proceeding in a court of law.

#### **Modifications etc. (not altering text)**

- C9** Sch. A1 para. 4 applied (with modifications) (24.11.2014) by [The Health and Social Care \(Disciplinary Procedures\) Regulations \(Northern Ireland\) 2014 \(S.R. 2014/267\)](#), regs. 1(1), **6(15)**
- C10** Sch. A1 para. 4 applied with modification(s) (1.4.2016) by [The Health and Social Care \(Disciplinary Procedures\) Regulations \(Northern Ireland\) 2016 \(S.R. 2016/104\)](#), regs. 1(1), **6(14)**

### *Oaths and statements*

- 5 The person appointed to hold the inquiry may administer oaths and examine witnesses on oath, and may accept, in lieu of evidence on oath by any person, a statement in writing by that person.

### *Offences*

- 6 Any person who—
- (a) refuses or wilfully neglects to attend in obedience to a notice under paragraph 4, or to give evidence; or
  - (b) wilfully alters, suppresses, conceals or destroys or refuses to produce any book or document which he may be required to produce by any such notice; or
  - (c) refuses or deliberately neglects to furnish any information which he is required to furnish under paragraph 4(1)(b);

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shall be guilty of an offence and shall be liable on summary conviction to imprisonment for a term not exceeding three months or to a fine not exceeding level 2 on the standard scale.

**Modifications etc. (not altering text)**

- C11** Sch. A1 para. 6 applied (with modifications) (24.11.2014) by [The Health and Social Care \(Disciplinary Procedures\) Regulations \(Northern Ireland\) 2014 \(S.R. 2014/267\)](#), regs. 1(1), **6(15)**
- C12** Sch. A1 paras. 6, 7 applied (with modifications) (1.4.2016) by [The Health and Social Care \(Disciplinary Procedures\) Regulations \(Northern Ireland\) 2016 \(S.R. 2016/104\)](#), regs. 1(1), **6(14)**

*Expenses*

- 7 (1) The expenses incurred by the Department in relation to the inquiry (including such sum as the Department may, with the approval of the Department of Finance and Personnel, determine in respect of the services of any officer engaged in the inquiry) shall be paid by such of the parties to the inquiry in such proportions as the Department may order.
- (2) The Department may make orders as to the expenses incurred by the parties appearing at the inquiry and as to the parties by whom such expenses shall be paid.
- (3) Any order made by the Department under sub-paragraph (1) or (2) may, on the application of any party to the inquiry, be made a rule of the High Court.]

**Modifications etc. (not altering text)**

- C12** Sch. A1 paras. 6, 7 applied (with modifications) (1.4.2016) by [The Health and Social Care \(Disciplinary Procedures\) Regulations \(Northern Ireland\) 2016 \(S.R. 2016/104\)](#), regs. 1(1), **6(14)**
- C13** Sch. A1 para. 7 applied (with modifications) (24.11.2014) by [The Health and Social Care \(Disciplinary Procedures\) Regulations \(Northern Ireland\) 2014 \(S.R. 2014/267\)](#), regs. 1(1), **6(15)**

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[View outstanding changes](#)

**Changes and effects yet to be applied to the whole Act associated Parts and Chapters:**

Whole provisions yet to be inserted into this Act (including any effects on those provisions):

- s. 1(f)(ia) substituted for s. 1(f)(ii)(iii) by [2023 c. 28 Sch. 2 para. 1\(2\)](#)



<b>Subject:</b>	Lagan Valley Regional Park – response from LCCC
<b>Date:</b>	19 <sup>th</sup> January 2024
<b>Reporting Officers:</b>	David Sales, Strategic Director of City and Neighbourhood Services
<b>Contact Officers:</b>	Stephen Leonard, Neighbourhood Services Manager

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

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

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	The purpose of this report is to update Members on a response received from Lisburn and Castlereagh City Council regarding a request to provide match funding for Lagan Valley Regional Park.
<b>2.0</b>	<b>Recommendation</b>
2.1	The Committee is asked to: <ul style="list-style-type: none"> <li>Note the response received from Lisburn and Castlereagh City Council in relation to providing match funding for Lagan Valley Regional Park and to note that officers will continue to engage with LCCC on this matter.</li> </ul>
<b>3.0</b>	<b>Main Report</b>
3.1	At the People and Communities Committee held on 8 August 2023, it was agreed that Council would write to the Department for Infrastructure (DfI) to express its concern at the withdrawal of core funding for Lagan Valley Regional Park for the 2023/24 financial year.
3.2	At the November 2023 meeting of People and Communities Committee, Members were advised that a response from DfI had been received, which advised that whilst the Department understood that the withdrawal of the discretionary funding of £42,000 for Lagan Valley Regional Park had left the park in a precarious situation, the decision to cut all discretionary spending and therefore the funding to LVRP had been taken at Departmental level due to overall budget cuts that had affected all Departments, and that the Department would not be able to enter into a new Operational Service Agreement with LVRP. Members agreed to recommend to the Strategic Policy and Resources Committee that additional funding of £21,000 be awarded to LVRP from reserves and to write to LCCC asking it to contribute the same amount to address the shortfall in funding from DfI.
3.3	The Strategic Policy and Resources Committee at its meeting on 24 November 2023 subsequently agreed to allocate £21,000 to the Lagan Valley Regional Park on condition that it be matched by Lisburn and Castlereagh City Council and agreed that a review be undertaken of future funding requirements.
3.4	Following issue of a letter to Lisburn and Castlereagh City Council requesting formal consideration of this request (attached at Appendix 1), a response was received which advised that LCCC are also having to consider several budget cuts from Central Government and their impact at a local level – a copy of this response is attached at Appendix 2. LCCC have highlighted that this and other similar requests have been discussed at Council and Member workshops and will be considered in the round to ensure Members are fully informed before taking any decisions with a financial impact.

3.5	<p>Officers have met with LCCC to discuss future funding requirements and will continue to engage with LCCC going forward. Members will be kept updated on any decision by LCCC in relation to the request for match funding.</p> <p><b><u>Financial &amp; Resource Implications</u></b></p>
3.6	<p>As agreed at SP&amp;R Committee in November 2023, £21,000 will be provided to Lagan Valley Regional Park if LCCC confirm that they will match this funding.</p> <p><b><u>Equality or Good Relations Implications/Rural Needs Implications</u></b></p>
3.7	<p>There are no implications associated with this report.</p>
<b>4.0</b>	<b>Appendices - Documents Attached</b>
	<p>Appendix 1 – Letter to LCCC re Lagan Valley Regional Park</p> <p>Appendix 2 – Response from LCCC re Lagan Valley Regional Park</p>

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Your reference

Our reference JW/lc

Date 13 December 2023

Mr David Burns  
Chief Executive  
Lisburn and Castlereagh City Council  
Lagan Valley Island  
LISBURN  
BT27 4RL

Dear David

**Lagan Valley Regional Park**

As you will be aware, the Lagan Valley Regional Park is a shared asset across our council boundaries and as a result, we along with the Department for Infrastructure, provide annual funding towards the maintenance of the park. However, the Department has now advised that it will not be providing any further funding moving forward.

This funding shortfall of £42k per annum was discussed at a meeting of the Council's Strategic Policy and Resources Committee on 24 November 2023 where it was agreed that Belfast City Council would be prepared to meet half of the deficit (£21k pa), on the condition that Lisburn and Castlereagh City Council meet the other £21k pa.

Could I therefore ask you to arrange for this request to be formally considered and for me to be advised of the outcome. I am happy to meet with you and your Team if this would assist.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Walsh', written over a large, light-colored scribble.

**John Walsh LLB LLM**  
Chief Executive

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Our Ref: DB/wh/CE183

10 January 2024

**BY EMAIL ONLY**

John Walsh  
Chief Executive  
Belfast City Council  
[walshjohn@belfastcity.gov.uk](mailto:walshjohn@belfastcity.gov.uk)

Dear John

Thank you for your letter dated 13 December 2023, regarding Lagan Valley Regional Park and the request for us to contribute an additional £21k towards LVRP.

It is disappointing that the Department for Infrastructure withdrew the funding for 2023/24 for this collaborative project. At our Community and Wellbeing Committee the Members asked that we write to the Department, which we undertook to do so. To date I have not received correspondence from DfI regarding the budget situation for 2024/25.

One of my Directors, Louise Moore, has reached out to your Director, David Sales, a number of times but I am advised that he has moved positions so she is hoping to meet with Stephen Leonard on the 12 January 2024 to discuss the project and related considerations. This will include the Memorandum of Understanding, staffing structure, programmes and funding streams.

Like yourselves we are having to consider several budget cuts from Central Government and in particular their impact at a local level. To date we have discussed these issues in the Chamber and at Member workshops. Therefore, it would not be prudent for us to take through individual deficit requests which have a financial impact, rather we will consider these in the round to ensure Members are fully informed, prior to making any decisions.

I have requested that Louise continues to engage with Stephen in BCC and keep him apprised of our process and related outcomes

Yours sincerely

A handwritten signature in blue ink, appearing to read 'David Burns', with a large flourish underneath.

**David Burns**  
**CHIEF EXECUTIVE**

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<b>Subject:</b>	Physical Programme Update
<b>Date:</b>	19 January 2024
<b>Reporting Officer:</b>	Sinead Grimes, Director of Property & Projects
<b>Contact Officer:</b>	Shauna Murtagh, Portfolio Manager

**Restricted Reports**

**Is this report restricted?** Yes  No

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

Insert number

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

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

**Call-in**

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

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	The Council's Physical Programme currently includes over 400 capital projects via a range of internal and external funding streams, together with projects which the Council delivers on behalf of external agencies. The Council's Capital Programme forms part of the Physical

	Programme and is a rolling programme of investment which either improves existing Council facilities or provides new facilities. This report includes an update on the CCTV upgrade and lighting at Henry Jones Playing Fields and approval for a visit to the Foundry in Dublin for members of the Installations – City Hall/City Hall Grounds Working Group.
<b>2.0</b>	<b>Recommendation</b>
2.1	The Committee is asked to note the update provided on Henry Jones and to approve a visit to the Foundry in Dublin for Members of the Installations – City Hall/City Hall Grounds Working Group in order to view the statues of Winfred Carney and Mary Anne McCracken prior to their unveiling in the grounds on International Women’s Day (Friday 8 <sup>th</sup> March).
<b>3.0</b>	<b>Main Report</b>
	<b>Henry Jones Playing Fields works</b>
3.1	At Committee in December Members requested an update on the works at Henry Jones Playing Fields.
3.2	Members will recall that in September 2023 the Committee approved an upgrade to the current CCTV system and also the installation of lighting in the car park at the Henry Jones Playing Fields, subject to realignment of spend. The Committee agreed also to defer consideration of the installation of perimeter fencing to enable further discussions to be held with the key user groups.
3.3	The CCTV upgrade and car park lighting works are being taken forward via the Property & Projects Department. Design work is underway and procurement is scheduled to take place within the coming weeks. Both elements of the project are due for completion in Spring 2024.
	<b>Statues – City Hall Grounds</b>
3.4	Members will be aware that the installation of two new statues in City Hall Grounds of Mary Ann McCracken and Winifred Carney has been agreed. The proposed unveiling of both statues is due to take place on Friday 8 March 2024 which is International Women’s Day. There is likely to be significant media attention for this and further detail on the proposed programme will be brought to Committee next month. The statues are currently in the foundry in Dublin for casting and approval is sought for the Chair and members of the Installations – City Hall/City Hall Grounds Working Group to visit the Foundry to view both pieces and meet with the artist Ralf Sander.
3.5	<b><u>Financial and Resource Implications</u></b> <i>Finance</i> – to be met within existing realigned budgets <i>Resources</i> – Officer time to deliver as required
3.6	<b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b> All capital projects are screened as part of the stage approval process

4.0	<b>Appendices - Documents Attached</b>
	None

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<b>Subject:</b>	Contracts Update
<b>Date:</b>	19 January 2024
<b>Reporting Officer:</b>	Sharon McNicholl Deputy Chief Executive / Director of Corporate Services
<b>Contact Officer:</b>	Noleen Bohill, Head of Commercial and Procurement Services

<b>Restricted Reports</b>													
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>												
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<p><b>If Yes, when will the report become unrestricted?</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">After Committee Decision</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%;"></td> </tr> <tr> <td>After Council Decision</td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> </tr> <tr> <td>Sometime in the future</td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> </tr> <tr> <td>Never</td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> </tr> </table>		After Committee Decision	<input type="checkbox"/>		After Council Decision	<input type="checkbox"/>		Sometime in the future	<input type="checkbox"/>		Never	<input type="checkbox"/>	
After Committee Decision	<input type="checkbox"/>												
After Council Decision	<input type="checkbox"/>												
Sometime in the future	<input type="checkbox"/>												
Never	<input type="checkbox"/>												

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

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	The purpose of this report is to:

	<ul style="list-style-type: none"> <li>Seek approval from members for tenders and Single Tender Actions (STA) over £30,000</li> </ul> <p>And to ask members to</p> <ul style="list-style-type: none"> <li>Note contract modifications to contract term and retrospective Single Tender Actions (STAs)</li> <li>Note an update on quarterly reporting on STAs and Contracts &lt;£30k – see section 6.0 of this report.</li> </ul>
<b>2.0</b>	<b>Recommendations</b>
	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li>Approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1)</li> <li>Approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 2)</li> <li>Approve the modification of the contract as per Standing Order 37a detailed in Appendix 1 (Table 3)</li> </ul>
<b>3.0</b>	<b>Competitive Tenders</b>
	<p>Section 2.5 of the Scheme of Delegation states Chief Officers have delegated authority to authorise a contract for the procurement of goods, services or works over the statutory limit of £30,000 following a tender exercise where the council has approved the invitation to tender</p> <p>Standing Order 60(a) states any contract that exceeds the statutory amount (currently £30,000) shall be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when there is a resolution of the Council.</p> <p>Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p> <p>The Committee is asked to approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (<b>Table 1</b>)</p>
<b>4.0</b>	<b>Single Tender Actions (STAs)</b>
	<p>The Council's current Single Tender Action (STA) process, which has been in place since 2020, provides assurance that the Council continues to comply with its obligations under the Public Contracts Regulations 2015 'PCRs' and internal governance arrangements including required controls and approvals. It mirrors the PCRs setting out the exceptional and specific circumstances when a STA can be used (see STA/ Direct Award Reasons Table in Appendix 1).</p>

To support Officers understanding and to build capability CPS also offer STA Process training on a regular basis.

In line with Standing Order 55 the following STAs are being submitted for approval:

- Contract for up to £370,000, for up to 12 months, awarded to Visit Belfast, for Visit Belfast marketing throughout 2024 including; UNESCO city of music, Belfast 24 and city events. There is currently a formalised agreement with Visit Belfast to act as our marketing partner. No other provider can deliver this additional requirement.
- Contract for up to £62,122, for up to 12 months, awarded to Softworks Limited, for the provision of Clockwise System. Continued use of current system required until replacement of system is implemented. (In progress under the HR/Payroll/T&A Project).
- Contract for up to £80,000 for up to two years, awarded to Roadvert Ltd for provision and installation of a system for side of vehicle advertising on RCV's. The proposed system will ensure that any advertising can be easily changed with no damage to the vehicle to reflect any changes to the campaign message or future campaigns. A tender process was recently undertaken but no submissions were received. Supplier has provided a similar service/system for BCC previously.

Further details on these STAs is set out in Appendix 1 (**Table 2**) including the reason selected to support justification of each STA.

## **5.0 Modification to Contract**

The Committee is asked to approve the following modification of the contract as per Standing Order 37a:

- Up to an additional 3 months, for Contract T2123 for the Provision of an External Mail Collection Service, awarded to Postal Sort. Additional time is required to finalise the Specification and associated tender documents. Work is underway to complete this review and to advertise the tender but additional time of up to 3-months is required to ensure continuity of service whilst tender process is completed.
- Up to an additional 9 months and £391,000, for contract Procurement of Public Bike Share Scheme. LOT 1: Design supply maintenance & operation of the scheme. Awarded to NSL Service Group. The contract with the current operator needs to be extended for additional services that have become necessary due to the requirement for a longer transition period that was not foreseen at the outset of the contract. This is needed due to technological advances and improvements to equipment in the bike

	<p>share industry over the past 9 years that doesn't allow for a prompt change of operator without having a detrimental impact on the service.</p> <p>Further details on these contract modifications are set out in Appendix 1 (<b>Table 3</b>).</p>								
<b>6.0</b>	<b>STA and Contracts &lt;£30k Reporting</b>								
	<p>At October's SP&amp;R the Committee agreed that 'the quarterly finance report should, in future, include information on expenditure on Single Tender Actions and on the number and value of contracts under £30,000'.</p> <p>The information for Quarter 3 2023/24 is provided below:</p> <p><b>STAs awarded FY 23/24 Qtr 3</b></p> <table border="1"> <thead> <tr> <th>Number of STA contracts</th> <th>Total value of STA contracts</th> </tr> </thead> <tbody> <tr> <td>33</td> <td>£235,1243.48</td> </tr> </tbody> </table> <p>Below is a quarterly return by all departments on contracts awarded valued below £30,000 during FY 23/24 Qtr 3.</p> <p><b>Contracts &lt;£30k awarded FY 23/24 Qtr 3</b></p> <table border="1"> <thead> <tr> <th>Number of &lt;£30k contracts</th> <th>Total value of &lt;£30k contracts</th> </tr> </thead> <tbody> <tr> <td>43</td> <td>£676,952.87</td> </tr> </tbody> </table>	Number of STA contracts	Total value of STA contracts	33	£235,1243.48	Number of <£30k contracts	Total value of <£30k contracts	43	£676,952.87
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33	£235,1243.48								
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43	£676,952.87								
<b>7.0</b>	<b>Financial &amp; Resource Implications</b>								
	The financial resources for these contracts are within approved corporate or departmental budgets								
<b>8.0</b>	<b>Equality or Good Relations Implications / Rural Needs Assessment</b>								
	None								
<b>9.0</b>	<b>Appendices – Documents Attached</b>								
	<p>Appendix 1</p> <p>Table 1 - Competitive Tenders</p> <p>Table 2 - Single Tender Actions</p> <p>Table 3 - Modification to Contract</p>								

**Table 1: Competitive Tenders**

Title of Tender	Proposed Contract Duration	Est. Max Contract Value	SRO	Short description of goods / services
Medical referee services	Up to 5 years	£150,000	D Sales	Legal obligation to appoint a medical referee to sign cremation forms
A grants management system providing online application and management of grants streams	Up to 4 Years	£131,540	P Gribben	To ensure ongoing provision of a grants management system

**Table 2: Single Tender Actions**

Title	Duration	Est. Max Contract Value	SRO	Description	Supplier	STA Reason Code
Visit Belfast marketing throughout 2024 including; UNESCO city of music, Belfast 24 and city events	Up to 12 months	£370,000	J Greer	There is currently a formalised agreement with Visit Belfast to act as our Out of State marketing partner. No other provider can deliver this additional requirement.	Visit Belfast	3
Provision of Clockwise System	Up to 1 year	£62,122	P Gribben	Continued use of current system required until replacement of system is implemented. (In progress under the HR/Payroll/T&A Project).	Softworks Limited	3
Provision and installation of a system for side of vehicle advertising on Refuse Collection Vehicles	Up to 2 years	£80,000	D Sales	The proposed system will ensure that any advertising can be easily changed with no damage to the vehicle to reflect any changes to the campaign message or future campaigns. There were no bids received from a recent tender competition. Supplier has provided a similar service/system for BCC previously.	Roadvert Ltd (Spedian Vehicle Graphic Solutions)	1

**Table 3: Modification to Contract**

Title of Contract	Current Contract Duration	Modification required	SRO	Description	Supplier
T2123 - Provision of an External Mail Collection Service	Up to 3 years	Additional 3 months	P Gribben	Additional time is required to finalise the Specification and associated tender documents. Work is underway to complete this review and to advertise the tender but additional time of up to 3-months is required to ensure continuity of service whilst tender process is completed.	Postal Sort
Procurement of Public Bike Share Scheme. LOT 1: Design supply Maintenance & operation of the scheme	Up to 9 years	Additional 9 months and £391,000	J Greer	The contract with the current operator needs to be extended for additional services that have become necessary due to the requirement for a longer transition period that was not foreseen at the outset of the contract. This is needed due to technological advances and improvements to equipment in the bike share industry over the past 9 years that doesn't allow for a prompt change of operator without having a detrimental impact on the service.	NSL Service Group

**STA/ Direct Award Reasons**

<b>Reason Code</b>	<b>Reasons in line with Public Contract Regulations</b>
1	No response following advertised procurement exercise
2	Creation or acquisition of a unique work of art or artistic performance
3	Competition is absent for technical reasons (no reasonable substitute exists)
4	The protection of exclusive rights, including intellectual property rights
5	Extreme urgency brought about by events unforeseeable by BCC, the time limits for a procurement cannot be complied with.
6	Products manufactured purely for the purpose of research, experimentation, study or development
7	Additional deliveries which are intended either as a partial or extended replacement of supplies or installations where a change of supplier would result in supplies of different technical characteristics causing incompatibility or disproportionate technical difficulties in operation and maintenance
8	Supplies quoted and purchased on a commodity market
9	Supplies or services on particularly time-limited advantageous terms e.g. supplier winding up its business activities
10	New works and services consisting of the repetition of similar works or services, provided that the possibility of a direct award is disclosed during the original tender process
11	Other – Reason not in line with Public Contract Regulations (PCR 2015)

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<b>Subject:</b>	Requests for use of the City Hall and the provision of Hospitality
<b>Date:</b>	19 January 2024
<b>Reporting Officer:</b>	Nora Largey, Interim City Solicitor and Director of Legal and Civic Services
<b>Contact Officer:</b>	Aisling Milliken, Functions and Exhibition Manager

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

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

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	This paper, together with the attached appendix, contains the recommended approach in respect of each of the requests by external organisations for access to the City Hall function rooms received up to 5 January 2024.
<b>2.0</b>	<b>Recommendations</b>
2.1	The Committee is asked to: <ul style="list-style-type: none"> <li>• Approve the recommendations as set out in Appendix 1.</li> </ul>
<b>3.0</b>	<b>Main report</b>
	<u>Background Information</u>
3.1	The current criteria for use of the function rooms used to review external applications is Functions permitted <ul style="list-style-type: none"> <li>• functions which support other events in the city and which are of demonstrable economic benefit to Belfast whether organised by the council or not</li> <li>• functions which demonstrably enhance the city’s image nationally or internationally as a desirable commercial, business or tourist destination</li> <li>• functions designed to celebrate or commemorate a notable achievement or significant anniversary (25, 50, 100 years) by an organisation or body with close links to the city or province</li> <li>• functions organised by recognised local community or voluntary sector groups for non-profit and non-political purposes</li> </ul>
3.2	Functions not permitted <ul style="list-style-type: none"> <li>• conferences, meetings, seminars, performances, wedding receptions, private parties or receptions and similar booking requests in the prestige function rooms</li> <li>• functions, which have as their principal purpose the generation of commercial gain for the organisers. Charity-fundraising functions are managed by the Lord Mayor’s Office.</li> <li>• functions which have no compelling links to the council or the city specifically and which could instead use local private sector facilities</li> <li>• functions which have as their primary purpose the advancement of any political or religious cause or campaign or are otherwise potentially contentious or involve significant reputation risks for the council.</li> <li>• functions which involve exceptionally large or disruptive set-ups or pose a real and tangible risk to the fabric of the building or grounds</li> </ul>
	<u>Key Issues</u>
3.3	The existing revised criteria and scale of charges have been applied to the various requests

	received and the recommendations herein are offered to the Committee on this basis for approval.
3.4	The schedule attached at Appendix 1 covers 5 applications for functions scheduled for 2024.
	<b><u>Financial &amp; Resource Implications</u></b>
3.5	None, any recommendations for hospitality will be met from existing budgets.
	<b><u>Equality or Good Relations Implications / Rural Needs Assessment</u></b>
3.6	None.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 - Schedule of function requests received up to 5 January 2024.

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## JANUARY 2024 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
<b>2024 EVENTS</b>						
Belfast YMCA	20 March 2024	<b>Youth in Government Graduation reception</b> for 17/ 18-year-olds that participated in this programme run by YMCA.  Numbers attending 70	D	No charge as charity	Yes, Tea and coffee reception.	Approve No Charge Tea and coffee Reception  <i>£500 given to their chosen caterer.</i>
Ramadan Tent Project Ltd  <i>(based in London but working with local community groups)</i>	7 April 2024	<b>Open Iftar 2024 programme</b> – this event aims to bring communities together, develop the understanding of Ramadan and welcoming people of all faiths and none to enjoy in the festivities of Ramadan. Festivities to celebrate Ramadan will include prayers, welcome speeches, lunch, networking and activities on 2024 theme of Heritage.  Numbers attending 250 – 500	B & D	No charge as charity	Yes, Soft drinks reception.	Approve No Charge Soft Drink Reception  <i>£500 given to their chosen caterer.</i>
BTC - Belfast Tamil Community	13 or 14 April 2024	<b>BTC Tamil New Year "Puthandu,"</b> is a significant cultural and traditional celebration observed by the Tamil community worldwide. This celebration is an evening of food and entertainment.  Numbers attending 300	C & D	No charge as community group	Yes, Soft drinks reception.	Approve No Charge Soft Drink Reception  <i>£500 given to their chosen caterer.</i>
Image Nation NI	1 November 2024	<b>Belfast Diwali Celebrations</b> – an evening of food and entertainment to celebrate one of the	C	No charge as voluntary group	Yes, Soft drinks reception.	Approve No Charge Soft Drink Reception

**JANUARY 2024 CITY HALL FUNCTION APPLICATIONS**

		<p>biggest celebrations in Hindu Calendar.</p> <p>Numbers attending – 350</p>				<p><i>£500 given to their chosen caterer.</i></p>
<p>Belfast Health and Social Care Trust</p>	<p>28 November 2024</p>	<p><b>Belfast Trust Chairman’s Awards 2024</b> – Awards ceremony to recognise the contributions and achievements of the staff in the Belfast Trust.</p> <p>Numbers attending – 300</p>	<p>C</p>	<p>Charge £825</p>	<p>No hospitality</p>	<p>Approve Charge £825 No hospitality</p>



<b>Subject:</b>	Coronation Gift
<b>Date:</b>	19 January 2024
<b>Reporting Officer:</b>	Nora Largey, Interim City Solicitor/Director of Legal and Civic Services
<b>Contact Officers:</b>	Sandra Robinson, Protocol and Public Affairs Manager Alan McHaffie, Senior Woodland and Recreation Officer

**Is this report restricted?** Yes  No

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

Insert number

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

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

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

**Call-in**

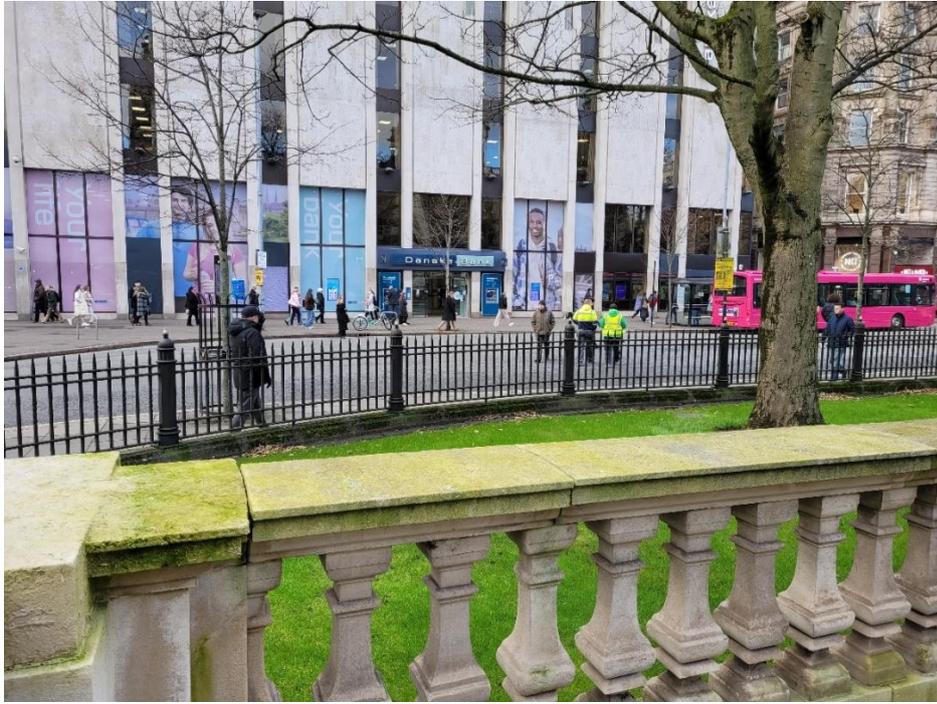
**Is the decision eligible for Call-in?** Yes  No

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To advise members that His Majesty's Lord Lieutenant for the County Borough of Belfast, Dame Fionnuala Jay-O'Boyle DBE DStJ DDL, has offered the gift of a tree to the City of Belfast, to mark the occasion of the coronation of TM King Charles and Queen Camilla.

<b>2.0</b>	<b>Recommendations</b>
2.1	That the Strategic Policy and Resources Committee agree to accept the offer of a tree and approve the location recommended in the grounds of City Hall.
<b>3.0</b>	<b>Main report</b>
	<u>Background</u>
3.1	His Majesty's Lord Lieutenant for the County Borough of Belfast offered the gift of a tree to the City of Belfast to mark the occasion. Following discussion at Party Group Leaders, potential locations for the gift were explored in City Hall grounds. As part of this work, the advice of the Council's Senior Woodland and Recreation Officer was sought.
3.2	The City Hall grounds are surrounded by a variety of mature tree species such as lime, sycamore, and several smaller maples. On undertaking a scoping exercise, a viable site, which could accommodate a single tree would be to the rear of the cenotaph at Donegall Square/Donegall Square west (see Appendix 1).
3.3	Furthermore, the Senior Woodland and Recreation Officer recommended that a Tilia cordata Greenspire (small leaf lime) is planted, as it is a variety of tree which would be in keeping with the mature lime trees which have been growing within the City Hall grounds for many years and would maintain continuity. This species of tree would also be appropriate given that the grounds of City Hall are a designated conservation area.
3.4	The Lord Lieutenant has indicated that, should the Committee be content, the planting of the tree would proceed by the end of February 2024, in keeping with the tree planting season.
	<b><u>Financial and Resource Implications</u></b>
3.5	None
	<b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b>
3.6	None
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	Appendix 1 – photographs illustrating proposed location for tree planting

SPR Report 19 January 2024 Coronation Gift Proposed site in City Hall grounds

Appendix 1



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<b>Subject:</b>	Portrait of King Charles III
<b>Date:</b>	19 January 2024
<b>Reporting Officer:</b>	Nora Largey, Interim City Solicitor/Director of Legal and Civic Services
<b>Contact Officers:</b>	Sandra Robinson, Protocol and Public Affairs Manager

**Is this report restricted?** Yes  No

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

**Insert number**

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7. Information on any action in relation to the prevention, investigation or prosecution of crime

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

**After Committee Decision**

**After Council Decision**

**Some time in the future**

**Never**

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

**Call-in**

**Is the decision eligible for Call-in?**

Yes  No

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	To advise members in relation to the UK Government scheme to allow public authorities across the UK to apply for a free, framed portrait of His Majesty King Charles III.

<b>2.0</b>	<b>Recommendations</b>
2.1	That the Committee decide whether to accept the offer of a free, framed portrait of His Majesty King Charles III.
<b>3.0</b>	<b>Main report</b>
	<b><u>Background</u></b>
3.1	The UK government, through the Cabinet Office, recently introduced a scheme to allow public authorities across the UK to apply for a free, framed portrait of His Majesty King Charles III.
3.2	Public Authorities that fall within certain defined groupings are eligible for this portrait at no cost and Belfast City Council has received communication advising of the process to request a portrait on this basis as a principal local authority.
3.3	Further details will be provided in due course for public bodies that do not fall within scope of this scheme but wish to purchase a portrait or for public authorities who wish to purchase additional portraits.
	<b><u>Financial and Resource Implications</u></b>
3.4	None
	<b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b>
3.5	None
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None