

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



**Belfast
City Council**

3rd August, 2021

MEETING OF PEOPLE AND COMMUNITIES COMMITTEE

Dear Alderman/Councillor,

The Members of the above-named Committee will meet remotely via Microsoft Teams on Tuesday, 10th August, 2021 at 5.15 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

2. **Restricted**

- (a) Partner Agreement - Ulidia Playing Fields (Pages 1 - 2)
- (b) Community Provision Grant Funding 2021/22 (Pages 3 - 16)
- (c) Request for the use of Boucher Road Playing Fields (Pages 17 - 20)
- (d) Finance Update (Pages 21 - 42)

3. **Matters referred back from the Council/Motions**

- (a) Response from Department for Communities re: Funding Advice Services (Pages 43 - 46)

4. **Committee/Strategic Issues**

- (a) Update on DAERA consultation on the Designation of Quiet Areas (Pages 47 - 50)
- (b) Wheelie Box Pilot Update (Pages 51 - 54)
- (c) Request to Support Research Project at Queen's University Belfast into Sustainable Packaging (Pages 55 - 60)
- (d) Affordable Warmth Scheme (Pages 61 - 82)

5. **Finance, Procurement and Performance**

- (a) Revenue Grant for Community Buildings - request to transfer 2021/22 awards (Pages 83 - 86)

6. **Operational Issues**

- (a) Proposal for naming new street (Pages 87 - 88)
- (b) The Queens Green Canopy - Tree Planting Initiative celebrating the forthcoming Queen's Platinum Jubilee (Pages 89 - 92)
- (c) Requested tree planting in Victoria Park to mark the Centenary of Northern Ireland (Pages 93 - 96)
- (d) Ormeau Park BMX Track (Pages 97 - 100)

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

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Subject:	Response from the Department for Communities re an update on the Council's allocation under the Community Support Programme for the current financial year
Date:	10th August, 2021
Reporting Officer:	Sara Steele, Democratic Services Officer
Contact Officer:	Sara Steele, Democratic Services Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report/Summary of Main Issues
1.1	To consider a response from the Department for Communities re an update on the Council's allocation under the Community Support Programme for the current financial year.
2.0	Recommendation
2.1	The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4th May, the Chief Executive exercise her delegated authority to note the response.

3.0	Main Report
<p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p>	<p><u>Key Issues</u></p> <p>The Committee was reminded that, at its meeting on 13th April, it agreed that the Council write to the Minister for Communities Minister in relation to the future funding for advice services.. A response has now been received on behalf of Minister Hargey, a copy of which is attached.</p> <p>In her correspondence it states that Belfast City Council has been allocated £901,854.30 from the Department’s Community Support Programme in respect of the provision of Advice Services for 2021/22. This funding contains 3 separate elements:</p> <ul style="list-style-type: none"> • Advice Grant: £607.928.42 • Welfare Reform Mitigations - Extension of Face to Face Award Advice: £223,525.88 • Welfare Reform Mitigations - Extension of Tribunal Representations: £70,400.00 <p>A formal letter of offer has been issued to Belfast City Council and funds will be released as set out in the schedule, subject to return of the relevant acceptance documentation.</p> <p><u>Financial and Resource Implications</u></p> <p>None associated with this report.</p> <p><u>Equality or Good Relations Implications</u></p> <p>None associated with this report.</p>
4.0	Appendices - Documents Attached
	Copy of response from the Department for Communities.



Department for

Communities

An Roinn

Pobal

Department fur

Commonities

www.communities-ni.gov.uk

Sara Steele
Democratic Services Officer
Belfast City Council
Legal and Civic Services
Belfast City Hall
Belfast
BT1 5SG

Voluntary & Community Division
Department for Communities
4th Floor, 9 Lanyon Place
Belfast BT1 3LP
Phone: 07885656263
email:
Sharron.Russell@communities-ni.gov.uk

Your ref: SS P&C13.04.2021

Our ref: CORR-0987-2021

14th June 2021

Dear Sara,

FUTURE FUNDING FOR ADVICE SERVICES

Thank you for your correspondence of 25th May 2021 to Minister Hargey regarding an update on the Council's allocation under the Community Support Programme for the current financial year. As Senior Officer with responsibility for independent advice services I have been asked to respond.

I can confirm that Belfast City Council has been allocated **£901,854.30** from the Department's Community Support Programme in respect of the provision of Advice Services for 2021/22. This funding contains 3 separate elements:

- Advice Grant: £607,928.42
- Welfare Reform Mitigations - Extension of Face to Face Award Advice: £223,525.88
- Welfare Reform Mitigations - Extension of Tribunal Representations: £70,400.00

A formal letter of offer has been issued to Belfast City Council and funds will be released as set out in the schedule, subject to return of the relevant acceptance documentation.

I trust you find this reply helpful and I am, as always, happy to discuss.

Yours Sincerely

A handwritten signature in cursive script that reads "Sharron Russell".

SHARRON RUSSELL

Director, Voluntary & Community Division



Subject:	Update on DAERA consultation on the Designation of Quiet Areas
Date:	10 th August 2021
Reporting Officer:	Siobhan Toland, Director of City Services
Contact Officer:	Valerie Brown, City Services Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The Committee will be aware that on the 21 st September 2016, the Department of Agriculture, Environment and Rural Affairs (DAERA) commenced consultation into the designation of an area of the Lagan Meadows as a 'Quiet Area', under the provisions of Directive 2002/49/EC of the European Parliament and of the Council of 25 th June 2002, relating to the assessment and management of environmental noise, more commonly referred to as the Environmental Noise Directive or END, and of Regulation 40 of the Environmental Noise (Northern Ireland) Regulations 2006, relating to the preparation of noise maps identifying quiet areas in agglomerations. END defines an agglomeration as 'part of a territory, delimited by the Member State, having a population in excess of 100,000 persons and a population density such that the Member State considers it to be an urbanised area'.

1.2	The People and Communities Committee considered this designation at its meeting of 11 th October 2016 and subsequently provided a written consultation response to DAERA advising that the Committee welcomed and was supportive of designation of the Lagan Meadows as a Quiet Area. Moreover, the Committee advised DAERA that it noted the public health and wider environmental benefits of protecting appropriate Quiet Areas across Belfast and that council officers would continue to engage with the Department to help refine the screening criteria to be applied in subsequent rounds of Quiet Area identification and designation.
1.3	The DAERA consultation formally concluded on the 19 th October 2016 but the Council has been unaware subsequently as to the outworkings of the consultation process and regarding DAERA's intentions and timetable for formally designating the Lagan Meadows as a Quiet Area.
1.4	This report serves therefore to provide an update to the People and Communities Committee on progress by DAERA concerning designation of the Lagan Meadows as a Quiet Area.
2.0	Recommendations
2.1	The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4 th May 2021, the Chief Executive exercise her delegated authority to note the contents of this report.
3.0	Main report
	<u>Key Issues</u>
3.1	The Committee is advised that the Environmental Noise Directive (END) has been transposed into Northern Ireland legislation through the Environmental Noise Regulations (Northern Ireland) 2006, with three main objectives; (i) To determine the noise exposure of the population through noise mapping; (ii) To make information on environmental noise available to the public; and (iii) To develop Noise Action Plans based on the mapping results, to reduce noise levels where necessary, and to preserve environmental noise quality where it is good, including protecting Quiet Areas.
3.2	The Regulations required that by the 30 th September 2007, DAERA was to have prepared noise maps identifying Quiet Areas in agglomerations. The Department was to have then considered whether the noise maps produced continued to be appropriate and if not, by the 30 th September in any subsequent 'relevant' year, the Department was to have prepared, if it considered it necessary, updated noise maps identifying Quiet Areas in agglomerations. The 'relevant' years were 2012 and every fifth year thereafter, i.e. 2017, 2022, etc. Certified

	copies of the maps were to be made available for inspection by DAERA on a website or in another manner considered to be appropriate.
3.3	<p>In order to assist in identifying Quiet Areas within agglomerations, DAERA published, 'Draft Guidance on the Identification and Designation of Quiet Areas' in September 2015. Qualifying criteria included that the land to be designated should be publicly available parks or open space within the agglomeration, that the noise level at the location should be less than or equal to 55 dB L_{den}; and that the land should have a minimum area of 5 hectares (circa 12.4 acres). The term L_{den} relates to an averaged noise level, based on modelled Day, Evening and Night noise levels, as denoted in the various technical mapping reports and accompanying DAERA online Noise Map Viewer:</p> <p>https://www.daera-ni.gov.uk/services/noise-maps</p>
3.4	<p>With regard to the protection of Quiet Areas, DAERA guidance advises that district councils are to manage the local noise environment within Quiet Areas to avoid increases in noise from the sources covered by END, i.e. road, railway, aircraft and industrial noise sources. In addition, they are to protect Quiet Areas by bringing forward bespoke policies in their Local Development Plans and managing the noise impact of development through determining planning applications. Accordingly, Policy ENV1 - Environmental Quality of Belfast City Council's Local Development Plan, Draft Plan Strategy document advises that, 'Planning permission will be granted for development that will maintain and, where possible, enhance environmental quality, and protect communities from materially harmful development'. The Policy further advises that the Council will require development to positively address protection of the city's designated Quiet Areas and quiet times of day for businesses (daytime) and residents (night-time).</p>
3.5	<p>In order to obtain an update on the designation of the Lagan Meadows as a Quiet Area, council environmental officers contacted their counterparts within DAERA. By way of response, the Department has advised that three Quiet Areas were designated within the Greater Belfast agglomeration on the 20th September 2016, on the basis of round 2 (for the 2012 year) noise mapping results. These were Connor Park / Stricklands Glen in Bangor West; Bashfordsland in Carrickfergus; and Carnmoney Hill Upper in Newtownabbey.</p>
3.6	<p>DAERA has additionally advised that the absence of a DAERA Minister from early 2017 prevented designation of the Lagan Meadows as a Quiet Area from progressing, and that in the intervening time period, round 2 noise mapping data (for the 2012 year), on which the</p>

<p>3.7</p> <p>3.8</p> <p>3.9</p> <p>3.10</p>	<p>Lagan Meadows Quiet Area consultation was based, has been superseded by round 3 noise mapping data (for the 2017 year) and will be informed further by round 4 noise maps. Referring to the Department's various noise maps for the Lagan Meadows area, it is noted that 2017 year round 3 modelled consolidated L_{den} noise levels have broadly decreased across the Lagan Meadows when compared with the consolidated L_{den} noise levels reported for the 2012 year round 2 noise mapping.</p> <p>Moreover, DAERA has advised that round 4 noise maps are to employ an updated noise mapping methodology as detailed within Commission Directive 2015/996 of the 19th May 2015, establishing common noise assessment methods according to Directive 2002/49/EC, relating to the assessment and management of environmental noise, i.e. Common Noise Assessment Methods in Europe for road, railway, aircraft and industrial noise (CNOSSOS-EU).</p> <p>DAERA has therefore advised that further work relating to the designation of Quiet Areas in Northern Ireland will be based on the outcome of round 4 noise mapping which will incorporate the CNOSSOS-EU noise assessment methodology.</p> <p><u>Financial & Resource Implications.</u></p> <p>None.</p> <p><u>Equality or Good Relations Implications / Rural Needs Assessments</u></p> <p>None.</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>None.</p>



Subject:	Update on reinstating the Castle Area Wheelie-box waste collection pilot
Date:	10 August 2021
Reporting Officer:	Cathy Matthews, Operational Director Siobhan Toland, Operational Director
Contact Officer:	John McConnell, City Services (Resources & Fleet) Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	To provide an update on plans to reinstate the Wheelie-box pilot in the Castle Area. The scheme was suspended in March 2020 due to the COVID outbreak. Councillors and residents have regularly enquired when the process would be reinstated.
1.2	To highlight recommendations to the configuration of the wheelie-box scheme and seek approval to start communicating to the residents prior to ratification at the September 1 st Council meeting, with a view to restarting the full service from Monday, 6 th September 2021.
2.0	Recommendations
2.1	The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4 th May 2021, the Chief Executive exercise her delegated authority to:

	<ul style="list-style-type: none"> • Note the update to reinstate the service. • Agree with the proposed configuration changes to the collection process as illustrated in Table 1 and to starting the engagement and communication with Residents in the coming weeks in advance of the ratification by Council on 1st September.
3.0	Main report
3.1	Members are reminded that it was noted at the 11 th May People and Communities Committee that plans were being drawn up to re-instate the Caste pilot subject to review of the resource capacity within Resources and Fleet and appropriate controls being put in place to achieve a Covid safe recovery of the service.
3.2	The planning and review led to operational recommendations to achieve the successful recovery of the pilot. The changes are to the collection process to streamline it making it easier for residents to recycle and for crews to collect more efficiently.
3.3	Specifically, by separating cardboard from glass recycling, this improves the safety of the operation and positively impacts the collection efficiency at the kerbside because less sorting is required.
3.4	Additionally, the proposal to sort cardboard with paper makes the end process consistent with other re-cycling providers and more straightforward for residents. The combination of paper and cardboard in the same wheelie box improves the re-cycling rate by lowering the rejection rate at Bryson recycling and at the paper processor ¹ .
3.5	Finally, discussions were held in relation to the collection of batteries and hand tools with the MRF contractor, Bryson Recycling. Bryson highlighted particular concerns around the recycling of batteries, as a significant fire risk at their facility. It was noted that there had been two significant fires at Waste Facilities in Belfast in the last year and the major cause of such fires have been attributed to batteries. In relation to hand tools it was noted the near zero uptake of these items and as such the space in the wheelie boxes could be put to much better use.

¹ This is done by removing the risk of broken glass and the liquid contents of bottles contaminating the cardboard.

Table 1 below sets out the proposed changes

	Pre COVID process	Proposed process
Top box	Bagged textiles and paper	Cardboard and paper
Middle box	Plastics and tins	No change
Bottom box	Cardboard and glass	Glass only
Food waste	Food Caddy	No change
Textiles	Bagged and placed in the Top box	Bagged and placed in any of the 3 stacker boxes
Batteries and hand tools	Batteries bagged and hand tools in top box	This Service will not be reinstated at this time

3.6 To reinstate the pre-COVID service, 3 x Romaquip Waste collection vehicles and crews are required. One of these vehicles is additional due to the impact of Covid increasing the levels of waste collection from home with glass collection increasing by 33%, recyclables by 23% and black bin waste by 12%. An additional 3 follow on vans are also required to comply with social distancing. The requirement of this additional vehicle and crew will be kept under review should government guidance changes in relation to operational working constraints,

3.7 With the uncertainty around the lifting of Covid19 restrictions the forecast is additional vehicles will be required until the end of this financial year, this will be kept under review in light of any updated public health advice.

3.8 Arc 21 and Bryson Recycling have been engaged in developing the reinstatement implementation plan. The reinstatement of the full service will reflect the collection and processing arrangements Bryson have introduced to the inner city collection service that have been running throughout the current pandemic.

3.9 The pilot is due to run until September 2022 with the evaluation to date continuing to feed into the current economic appraisal on recycling operations and thereafter the Council's Medium Term Financial Plan. It is important the full pilot resumes as soon as practical to inform the wider strategic direction.

3.10 The operational recovery assurance process has been completed, but the service will not fully resume until all the necessary risk assessments, associated training plans and

	governance are agreed and are in place. It is envisaged that all outstanding safety measures will be in place before the requested start date of 6 th September 2021.
3.11	<p><u>Financial & Resource Implications</u></p> <p>There are costs associated with the reinstatement of the pilot as Covid restrictions continue to impact, particularly from social distancing and from the additional waste and recycling volumes arising from the impact of increased levels of working from home. These additional costs are forecast to be up to £160k and we expect to claim the costs from the Department for the Communities Covid fund.</p>
3.12	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>There are no Equality or Good Relations Implications/Rural Needs assessment associated with this report.</p>
4.0	Appendices – Documents Attached
	None



Subject:	Request to Support Research Project at Queen’s University Belfast into Sustainable Packaging
Date:	10 August 2021
Reporting Officer:	Ryan Black, Director of Neighbourhood Services
Contact Officer:	Alison Allen, Neighbourhood Services Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	Queen’s University Belfast (QUB) are planning to carry out research into new biodegradable materials that can be 3D printed and used as protective packaging.
1.2	The materials will be compostable or reusable, unlike current materials e.g. expanded polystyrene.
1.3	QUB have requested support from the Recycling Outreach Team in this project by way of officer input and feedback and a letter of support from Council.
2.0	Recommendations
2.1	The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4 th May 2021, the Chief Executive exercise her delegated authority to

	<ul style="list-style-type: none"> • Provide a letter of support for the project.
3.0	Main report
	<u>Key Issues</u>
3.1	Queen's University Belfast in partnership with the University of Southampton are in the final stages of applying for funding from the UK Government to carry out research into new bio-degradable/compostable packaging materials.
3.2	The project aims to develop novel foams that can be 3D printed into custom protective packaging for transporting products, e.g. in e-commerce. The foam materials will be bio-mass derived and degradable into useful end-products so that they can be used in a circular and sustainable way (e.g. producing compost for growing food).
3.3	The ultimate aim would be to develop a replacement to current packaging materials like expanded polystyrene, which are not recyclable or made from renewable resources.
3.4	They have requested the involvement of an officer from the Recycling Outreach Team to help support their work at approximately 2 hours per month.
3.5	<p>This would involve:</p> <ul style="list-style-type: none"> • Providing input on requirements to bring new sustainable protective packaging solutions into use from the perspective of municipal waste management systems and the associated public policies and education • Providing feedback on project activities and progress updates • Participating in planned stakeholder engagement activities, including surveys and workshops • Helping QUB to engage with other relevant stakeholders, such as waste management providers and processing companies • Helping plan and promote public outreach and education activities
3.6	The research project will run for 3 years.
	<u>Financial & Resource Implications</u>
3.7	Officer time is estimated to be no more than 2 hours a month.

	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.8	Equality or Good Relations Implications/Rural Needs Assessment are the responsibility of the Queens University Belfast as the lead organisation for the project.
4.0	Appendices – Documents Attached
	Appendix 1 – Draft Letter of Support

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Dear

RE: Letter of support for sustainable packaging research project

Belfast City Council are pleased to confirm our support for your research project: *Biodegradable Foams and Additive Manufacture for Sustainable Protective Packaging*. We will assign one of our Resource Education and Promotion Officers from the Recycling Outreach Team to support you on this project.

As previously discussed, the development of sustainable protective foam packaging solutions that your project envisions is very interesting to us, especially as current packaging materials like expanded polystyrene are not currently recycled.

One of our ongoing problems is confusion from the public regarding if a material is recyclable or not and what is the correct bin to put it in– recycling, composting or general waste. Therefore, much work carried out by the Recycling Outreach Team is on public engagement, promoting recycling and trying to improve the accuracy of residents recycling efforts.

Should your grant application be successful, we will be involved by:

- Providing input on requirements to bring new sustainable protective packaging solutions into use from the perspective of municipal waste management systems and the associated public policies and education
- Providing feedback on project activities and progress updates
- Participating in planned stakeholder engagement activities, including surveys and workshops
- Helping QUB to engage with other relevant stakeholders, such as waste management providers and processing companies
- Helping plan and promote public outreach and education activities

We understand that the project will run for 3 years and our Resource Education and Promotion Officer involvement in the project will be approx. 2 hours per month, based on estimated time committed to the items above.

We would hope to continue engaging with you in the future to help guide and support any further developments and implementation to achieve your aim of sustainable and circular protective packaging solutions.

Yours sincerely

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Subject:	Affordable Warmth Scheme
Date:	10 August 2021
Reporting Officer:	Siobhan Toland, Director of City Services
Contact Officer:	Ian Harper, Building Control Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	Belfast City Council has been engaged in a partnership with the Department for Communities (DfC) and the Northern Ireland Housing Executive (NIHE) in the delivery of the Affordable Warmth Scheme (AWS) since 2014.
1.2	The scheme aims to address fuel poverty for the most vulnerable households in the city by targeting those households that meet certain criteria, as identified by Ulster University to provide home improvement measures such as loft and cavity wall insulation, replacement boilers and new double glazed windows.
1.3	The purpose of this report is to bring to members a request from DfC to sign the interim Service Level Agreement (SLA) for 2021-2022.

2.0	Recommendations
2.1	<p>The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4th May 2021, the Chief Executive exercise her delegated authority to:</p> <ol style="list-style-type: none"> 1. Agree to the request from DfC to sign the interim 2021-2022 SLA provided and 2. Note the ongoing review which will be used in drafting the SLA for the next financial year.
3.0	Main report
	<u>Key Issues & current position</u>
3.1	An update report was provided to Members in January where it was agreed that the 2020-2021 SLA would be signed, subject to areas of concern to BCC being raised with DfC. Members also had an update from David Polley, Director Housing Supply Policy, in May.
3.2	DfC have worked with Councils to provide an interim SLA for 2021-2022 (Appendix A), while a review into the main issues raised is being completed as outlined in the proposed SLA:
3.3	“The Department has agreed to work with Councils to review a number of issues raised by Councils. To inform the process going forward DfC has commissioned Business Consultancy Services (BCS) to undertake an evaluation of the current targeted approach of the Affordable Warmth Scheme and to examine and consider the appropriateness of the current funding model. Councils will participate in that study and the outcome of the BCS report will inform a new SLA for 2022/23 onwards.”
3.4	“The purpose of this Service Level Agreement (SLA) is to set out the interim arrangement between the Department and Councils pending the BCS report and further consideration of the way forward in the development of a future SLA. It sets out the relationship between Councils and DfC, the duties and responsibilities on each and the outworkings of delivering the Affordable Warmth Scheme.”
3.5	BCC officers continue to engage at the senior managers meetings, attended by councils, DfC and NIHE officials. They also continue to engage directly with BCS to provide feedback and information for the review being carried out.
	<u>Financial & Resource Implications</u>

3.6	<p>AWS continues to operate the payment per referral model, pending the ongoing review. The referral rate is set at 360 for the year, which will cover the costs of the direct staff employed to work on the scheme.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p>
3.7	<p>There are no equality, good relations or rural needs issues.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 - Affordable Warmth Scheme - Service Level Agreement 2021-2022</p>

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AFFORDABLE WARMTH SCHEME

INTERIM

SERVICE LEVEL AGREEMENT

between

DEPARTMENT FOR COMMUNITIES

and

BELFAST CITY COUNCIL

For the period 1 April 2021 to 31 March 2022

Date: 25 June 2021

1. Overview

- 1.1. The Department for Communities (DfC/the Department) is responsible for developing policy and implementing programmes to mitigate the effects of fuel poverty and improve the thermal comfort of low income households across Northern Ireland. The Affordable Warmth Scheme is DfC's primary scheme for tackling fuel poverty. DfC works in partnership with all local councils and the Northern Ireland Housing Executive (NIHE/the Housing Executive) to deliver the Affordable Warmth Scheme.
- 1.2. The Affordable Warmth Scheme aims to mitigate the effects of fuel poverty in households living in severe or extreme fuel poverty. It targets low income households in eligible private housing and delivers home energy efficiency improvement measures to qualifying households.
- 1.3. All parties will use opportunities during the life of this agreement to display a commitment to work together in support of Government aims to improve household energy efficiency.

2. Aims and Objectives of the Affordable Warmth Scheme

- 2.1. The Affordable Warmth Scheme is delivered under the statutory framework contained within the Domestic Energy Efficiency Grants Regulations (Northern Ireland) 2009 as amended by the Domestic Energy Efficiency (Amendment) Regulations (Northern Ireland) 2016 (2016 SR NO 333 Para 7) and Amendment Regulations 2021 (2021 SR NO 147) which are due to come into operation on 1 July 2021 .
- 2.2. The aims of the Affordable Warmth Scheme include to:
 - mitigate the effects of fuel poverty in low income households.
 - deliver a whole house approach providing energy efficiency improvement measures.
 - target and assist those most likely to be living in the most severe fuel poverty first using a triage system which utilises an agreed scoring matrix to prioritise cases and maintain consistency across all Council areas. The weighting for the triage system takes account of the vulnerability of the householder in terms of age and disability and the condition of the household.

- deliver a range of measures within a short period of time with minimal disruption to residents.
- raise the SAP rating of homes to a level which would protect the occupants from the impacts of fuel poverty.
- deliver tailored solutions in a synchronised way.

2.3. The Affordable Warmth Business Case (2019 – 2024) contains the following objectives and performance indicators:

- between 1 June 2019 and 31 March 2024 to deliver energy efficiency improvement measures to a minimum of 14,000 homes considered to be likely to be at risk of severe fuel poverty
- between 1 June 2019 and 31 March 2024 to deliver 21,000 energy efficiency measures.

2.4. For the period of this SLA and based on an annual budget of £16m this translates overall as:

- 3,555 homes assisted
- 5,333 energy efficiency measures provided

2.5. The measures available under this scheme are listed at ***Annex A***

3. Scope and Duration of the Interim Agreement

3.1. The Department has agreed to work with Councils to review a number of issues raised by Councils. To inform the process going forward DfC has commissioned Business Consultancy Services (BCS) to undertake an evaluation of the current targeted approach of the Affordable Warmth Scheme and to examine and consider the appropriateness of the current funding model. Councils will participate in that study and the outcome of the BCS report will inform a new SLA for 2022/23 onwards.

3.2. The purpose of this Service Level Agreement (SLA) is to set out the interim arrangement between the Department and Councils pending the BCS report and further consideration of the way forward in the development of a future SLA. It sets out the relationship between Councils and DfC, the duties and responsibilities on each and the outworkings of delivering the Affordable Warmth Scheme.

3.3. This interim agreement takes effect from 1 April 2021 and remains in force unless terminated by:

- The end date of the agreement: 31 March 2022
- Either party, on the expiry of 3 months' notice in writing.
- The agreement of both parties.

3.4. Any party may also terminate the Agreement without notice, for any of the following reasons:

- any breach by the other of its obligations under this Agreement; and
- in the case of a breach capable of rectification, where such breach has not been rectified by the other party within 14 days of it being given notice of same.

3.5. The agreement may be amended at any time with the consent of both parties. Agreed amendments will be incorporated into the agreement and recorded at **Annex B**

3.6. This interim agreement will be reviewed following receipt and consideration of the BCS report with the aim of Councils and the Department agreeing a new Service Level Agreement for the 2022/2023 financial year by 31 January 2022.

4. Role and Responsibilities

4.1. Department for Communities

4.1.1. The Department for Communities has a responsibility to ensure that the Affordable Warmth Scheme meets its aims and objectives and is delivered in partnership with local Councils and NIHE.

4.1.2. The Department undertakes to:

- bid for funding to enable Councils and NIHE to administer the Scheme. Funding to Councils will be provided through NIHE which will transfer agreed funds to each local council on a quarterly basis.
- set a target for referrals which local councils will deliver to the NIHE annually and monthly;

- where targets are required to be changed due to budgetary or scheme performance reasons give 2 months' notice of an increase or decrease of targets.
- provide each local council with data detailing the households to be targeted where appropriate;
- provide reporting templates for local councils monthly progress reports.
- continually monitor and evaluate the scheme through reporting arrangements with the NIHE and local councils;
- provide advice to the NIHE regarding the policy of the scheme as required;
- consider changes that will improve process or impact as the scheme develops;
- carry out an interim evaluation of the Scheme prior to March 2022 and a final evaluation post 31 March 2024.

4.2. Local Councils

4.2.1. Local Councils are responsible for targeting households who are most in need, determining eligibility for the Scheme and submitting regular referrals to the NIHE. Each local council has been provided with details of households considered to potentially meet the conditions of the scheme.

4.2.2. Each local council undertakes to:

- with the consent of the targeted householder, conduct a survey to collate and verify financial information to confirm eligibility for the scheme;
- contribute to the objectives and performance indicators (paras 2.3 and 2.4 refer) by maintaining a steady rate of 30 +/- 3 completed first time surveys to their local NIHE Grant Office monthly (equates to approximately 360 per Council annually). Additional referrals will not be accepted without prior agreement with the Department and NIHE:
- pending the outcome of the BCS study (Para 3 refers) and consideration of the way forward in relation to the targeted approach Councils should endeavour to ensure that the number of self-referrals do not exceed 20%. Councils must keep records that will allow an analysis of the origin of self-referrals to be carried out, as and when required.

- apply appropriate discretion regarding accepting self-referrals (*currently referrals which are not from the 'targeted list'*). Local councils must bear in mind that Affordable Warmth is primarily a targeted scheme.
- advise the Department within one month if referral targets cannot be met along with a plan for resolution.
- where the number of referrals may need to be adjusted in year due to budget change or scheme performance, endeavour to meet the new targets in order to maximise the number of households being supported. Where this is not possible the Council must inform the Department. .
- highlight urgent cases to the NIHE Grants Manager at the time of referral. An urgent case is defined as a household with no heating system, or central heating which is broken down beyond repair;
- ensure that when an application is received by Building Control that officials arrange for measures to be inspected. Building Control officials will confirm to the NIHE whether the installation is in compliance with the building regulations;
- provide householders participating in the scheme with information regarding energy advice;
- manage and respond to complaints concerning local council staff regarding the Affordable Warmth Scheme;
- where local council officials have completed the survey and referred that survey to the NIHE, direct any query regarding the application to the NIHE to resolve.
- meet with the NIHE and DfC at least quarterly to discuss the progress of the scheme and discuss any areas of concern;
- participate in both the established Senior Officer group (3 meetings per year) and other ad hoc meetings as and when required;
- where the householder agrees, refer their details (name, address, contact number) to the Social Welfare Group (***Make the Call¹***) for the purposes of conducting a Benefit Entitlement Check with them.

¹ Link for contact information and general information to Make the Call [Make the Call Service | nidirect](#)

- carry out additional duties such as handholding of householders and qualitative case studies of homes which have received assistance through the Scheme.

4.3. Northern Ireland Housing Executive

4.3.1. The NIHE is a non-departmental public body. Therefore it will not be a signatory to this SLA as the DfC and the NIHE has an established accountability process. This accountability process sets out the controls to be exercised over the different areas of the NIHE's activities by the DfC directly or by the NIHE itself. The prime purpose is to assist the Permanent Secretary of DfC in discharging his responsibilities in relation to NIHE systems and as such represents a formal statement by DfC of the standards it requires the NIHE to achieve in relation to the probity of activities.

5. Financial Arrangements

5.1. Local councils will be responsible and accountable for the management of the Affordable Warmth budget allocated to them and paid to them quarterly by NIHE. Each local council must ensure the Affordable Warmth Scheme budget is ring fenced for Affordable Warmth activities.

6. Monitoring & Reporting

6.1. Each local council will provide the Department, with monthly progress reports (template at **Annex C**) regarding the number of:

- surveys completed;
- the number of self-referral surveys completed; and
- numbers and details of referrals to other schemes or services.

6.2. Local councils will advise the Department of any Internal Audit of the Affordable Warmth Scheme in their Council area, share any Audit recommendations concerning Affordable Warmth and consider those which relate to improving the management of the scheme. This will be done in consultation with DfC.

7. Accountability

7.1. Overall accountability for the delivery of the scheme rests with the Accounting Officer of DfC as the funding department. However, each receiving organisation is accountable for its own finances and ensuring that appropriate controls are in place in order to provide them with the necessary assurances regarding expenditure.

8. Limited Liability

8.1. The local council shall have no liability to the Department for any loss or damage sustained by the Department as a result of the Department relying on any information supplied to it by the local council under this agreement.

9. Confidentiality and Data

9.1. All Parties are to take cognisance of the Data Protection, GDPR and Freedom of Information legislation. **Annex D** sets out an agreement for the processing of personal data for the DfC and the NIHE.

Department for Communities
25 06 2021

FORMAL COMMITMENT

Signed
On behalf of the Department for Communities

Dated

Signed
On behalf of Belfast City Council

Dated

AFFORDABLE WARMTH MEASURES

Prioritised list of measures available under the Affordable Warmth Scheme:

Priority rating	Conditions in existing property	Improvement measures available
Priority 1 - Insulation	No cavity wall insulation	Install cavity wall insulation
	Ineffective cavity wall insulation	Remove and replace cavity wall insulation
	No loft insulation or below minimum	Installation or top up of roof space insulation to 270mm
	No hot water jacket	Install hot water jacket
	Ineffective or no draught proofing	Draught proof windows/doors
Priority 2 - Heating	No heating system exists	Installation of natural gas or oil heating
	Conversion of existing LPG or solid fuel system	Installation of natural gas or oil heating
	Conversion of Economy 7	Conversion to natural gas (or oil where natural gas isn't available) or conversion to high efficiency storage system
	Householder 65 or over, or with child under 16, or receiving a disability benefit and with a boiler over 15 years old	Boiler replacement and new radiators where required
	Heating system exists without controls	Add heating controls
	Heating system exists but radiators defective	Replace radiators as needed
Priority 3 - Windows	Windows in disrepair	Repair/replace windows with double glazing if draught proofing is not possible
Priority 4 - Solid wall	Solid wall with no insulation	Internal/external insulation

RECORD OF AGREED CHANGES TO THE INTERIM SLA

Summary of Change made	Reference Paragraph	Date change agreed	Version updated by

COPY OF MONTHLY RETURNS TEMPLATE



AWS Belfast Council
Return Template 2021

DATA PROCESSING AGREEMENT – BELFAST CITY COUNCIL

for the processing of personal data for the Department of Communities and Northern Ireland Housing Executive

1) Purpose

1. This agreement sets out the terms and conditions by which personal data will be processed by the Council's on behalf of the Department for Communities (DfC) and the Northern Ireland Housing Executive (NIHE).
2. This agreement is signed and agreed to ensure full compliance with the provisions of the Data Protection Act 2018 (DPA 2018) and is consistent with the original purpose for which the data is / was gathered and further processed.
3. The purpose of the disclosure is to facilitate the processing of personal data on behalf of the DfC and NIHE who are the Data Controllers and to fulfil the obligations with regard to: Improving domestic energy efficiency in the private sector across Northern Ireland via the Affordable Warmth Scheme. This scheme aims to target identified low income households and deliver energy efficiency improvement measures to qualifying households. The Affordable Warmth Scheme is DfC's primary scheme for tackling fuel poverty. DfC and NIHE work in partnership with all local councils and the NIHE to deliver the Affordable Warmth Scheme.
4. The terms Data, Data Controller, Data Processor, Personal Data, Sensitive Personal Data, Processing and Information Commissioner have the same meaning as defined within the Data Protection Act 2018.
5. "Agreement" – means this Data Processor agreement along with any associated documents attached or referred to as forming part of the agreement.

6. “Services” – means the services that will be provided by the Data Processor during the period of the agreement.
7. “Council Liaison officer” – means the person nominated by each Data Processor who will assume day to day management responsibility and liaison with the Data Controllers.

2) Use and Disclosure of Personal Data

1. Councils will receive specific targeted lists of referral addresses within their Council area of responsibility and also receive independent enquiries from individuals who are not on the target list.
2. Council officers will visit targeted and non-targeted addresses, where appropriate to assess eligibility for the scheme and collect the necessary documentation. When visiting an address, the Council officers will complete an electronic NIHE application form named ‘**Affordable Warmth Scheme**’ application.
3. As part of the process, the applicant is required to provide documentation to verify eligibility including proof of ownership, occupancy and income. These eligibility documents will be photographed by Council staff on a Council issued electronic tablet at the time of the visit and in the home of the applicant. Eligibility documents will be shared with NIHE electronically and the eligibility document data is then deleted beyond recovery from the tablets. Where documents cannot be submitted electronically, hardcopies can be accepted if necessary.
4. The tablets have a security feature that secures all data being stored on and transmitted to a device and provides functionality to lock down and wipe data from a device if it is lost or stolen.

5. In certain cases the original hard copy eligibility documents are removed by the Council officers instead of photographing onto the electronic tablet in the home of the applicant. These documents will be photographed or scanned and checked that the copy is legible before sharing with NIHE. The originals will be returned to the applicant in such a way to protect the data in accordance with Council policy.
6. If the property is privately rented, the Council officers will send a consent form to the landlord.
7. Data gathered for this purpose will not be disclosed to any other person or organisation. The data is used to confirm the eligibility of the applicant to receive a grant.

3) Proportionality / Subject Access

1. The processing will be proportional for its purpose and a high level of security and confidentiality will be applied. The Council will additionally agree to notify the ICO if any changes are required to their Data Protection notification.
2. If a subject access request is made directly to the Council and it involves personal data controlled by DfC and NIHE, it is the responsibility of the relevant Council to immediately liaise with DfC and NIHE to process the request.
3. DfC and NIHE will give appropriate assistance as is necessary to the Council to enable it to:
 - Comply with a subject access request
 - Respond to any information notice served upon the Council by the ICO
 - Respond to any complaint from a data subject
 - Investigate any breach or alleged breach of the Data Protection Act

4) Security

1. The Council will apply appropriate security measures equal with the requirements of the Data Protection Act 2018.
2. The Council must ensure that appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data. In particular, the Council shall ensure that measures are in place to:
 - Prevent accidental compromise or damage during storage, handling, use, processing, transmission or transport;
 - Deter deliberate compromise or opportunist attack;
 - Promote discretion in order to avoid unauthorised access; and
 - Provide suitable training to their staff on how to handle DfC and NIHE data.
3. To ensure Information Security Standards Councils will work to the principles of ISO27001.
4. The personal data, including application forms and supporting documents, is transferred to NIHE (on behalf of DfC) via -
Electronic forms are transferred to NIHE using XML files and FTPS site or using password protected xml files via e-mail.
5. When necessary paper application forms and supporting documentation are hand delivered to NIHE grants office and signed in by case officers.
6. The services of any sub-contractor will not be used by the Council in connection with the processing of DfC and NIHE data without prior approval.

5) Confidentiality

1. The Council will not disclose or communicate to any other individual or organisation the personal data gathered for DfC and NIHE. They shall treat any personal data provided strictly private and confidential.
2. The Council shall ensure that any of their staff listed within the agreement are aware of their responsibilities in connection with the use of that data.
3. The obligations of confidentiality in relation to this agreement by the Council will remain in force after the expiry of this agreement.
4. This obligation of confidentiality shall not apply where disclosure of DfC and NIHE data is ordered by a Court of law. There may also be occasions when disclosure is required by the Police or other law enforcement agencies for the investigation of a crime or is required for legal proceedings.
5. If this happens, and a request is received by the Council, it must inform DfC and NIHE as soon as possible in writing, stating the identity of the requesting body and nature of the data sought. This will allow DfC and NIHE to deliberate and decide on what can be released.

6) Retention and Review

1. The data should be retained for five years in line with DfC retention policies.

7) Data Processor Breach of Security

1. In the event of a data breach by the Council, which involves DfC and NIHE data, the Council Liaison Officer must immediately inform DfC and NIHE of the circumstances.
2. A data breach can take the form of the following:-

- The loss or theft of data;
 - Equipment failure;
 - Professional hacking attempt;
 - Professional “blagging” whereby data is obtained by deceit; and
 - Human error by accidental disclosure. (An organisation mistakenly providing personal information to the wrong person, for example by sending details out to the wrong address).
3. Once it has been confirmed that DfC and NIHE personal data has been involved, the main DfC Data Breach procedure must be invoked. It must also be assumed that the Council will have a data breach procedure in place; however, DfC will lead on this matter.

8) Time Period of agreement and Termination

1. This agreement will remain in force until the SLA is reviewed. However if potential issues do emerge, this may require further consideration.
2. DfC may at any time by notice in writing, terminate this agreement if the Council is in breach of any obligation under this agreement.
3. DfC retains the final decision in any variation to the agreement. No variation will occur unless written directions are signed by both parties and included within this document.

This constitutes an agreement between the Council (acting as Data Processors) and DfC / NIHE who will abide by the content of this document.

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Subject:	Revenue grant for community buildings - request to transfer 2021/22 award
Date:	10 August 2021
Reporting Officer:	Ryan Black, Director of Neighbourhood Services
Contact Officer:	Alison Allen, Neighbourhood Services Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	To seek Committee authorisation for transfer of the BCC revenue grant award from Newhill Youth & Community Association to Upper Springfield Development Trust (USDT).
1.2	The total award amount is £13,000. Newhill Y&C Association have received the first payment of £6,500. The second payment will be due in October subject to submission of grant interim monitoring details and DFC agreed allocation.
1.3	Both organisations have engaged solicitors to undertake a merger with 'due diligence' now coming to a conclusion.

1.4	The proposal will ensure that all current and additional services/programmes will continue to be delivered from the facility for which the BCC revenue grant applies.
1.5	Legal governance and financial transfer of obligations and accountability will be met by USDT including contractual obligations relating to BCC revenue funding.
1.6	USDT does not receive a Capacity or Revenue grant thus the proposal to transfer the award does not conflict with Council's policy on provision of the community development grants.
2.0	Recommendations
2.1	<p>The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4th May 2021, the Chief Executive exercise her delegated authority to;</p> <ul style="list-style-type: none"> authorise transfer of the BCC revenue grant currently paid to Newhill Youth & Community Association to Upper Springfield Development Trust (USDT). <p>Authorisation is subject to the merger of both organisations. Completion of all governance and financial obligations and continued service delivery from the facility for which the revenue grant has been awarded.</p>
3.0	Main report
3.1	Newhill Youth & Community Association based at 261 Whiterock Road, Belfast BT12 7SX are in receipt of a revenue grant for community buildings in the amount of £13,000. The Letter of Offer was issued in June 2021 and the first instalment of the grant (£6,500) paid to Newhill Y&C Association.
3.2	The Board of Newhill Y&C Association approached the Upper Springfield Development Trust (USDT) in 2020 to request that both organisations consider merger options. This was influenced by two key factors. The first being the governance capacity of the Newhill Board. The second being the strategic compatibility of both organisations. USDT are considered to be the lead community development organisation within the Upper Springfield Community. Newhill Y&C Association have a 'state of the art' facility but limited human resources. USDT have an established youth and community project with financial and human resources but limited space to work from.
3.3	USDT have been operating as the 'parent' company for Newhill Youth & Community Association for the past 12 months. Legal advice has indicated that the most prudent and sustainable way forward is to formally dissolve Newhill Y&C Association and transfer all

	undertaking and contractual obligations to USDT. The Boards of both organisations have been formally completing the necessary 'due diligence' in relation to the formal merger.
	<u>Key Issues</u>
3.4	The P&C Committee of 13 th April 2021 authorised six month Letters of Offer for the period 2021/22 to be issued to all current recipients of Councils Community Buildings Revenue Grant. Payment at an approximate value of 50% of their 2021/22 grant allocation. The remaining allocation to be determined following confirmation from DFC.
3.5	The Council revenue grant was awarded to support the delivery of community development programmes and services from the building at 261 Whiterock Road, Belfast. Following the merger of USDT and Newhill Y&C Association, USDT will continue to deliver these services and programmes from the building.
3.6	The merging of the two organisations will address capacity issues and ensure the continued and additional delivery of services in the area.
	<u>Financial & Resource Implications</u>
3.7	Council has extended all current funding contracts for the period 2021/22. The second payment of grant is subject to Department for Communities agreed allocation.
	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.8	There are no equality or good relations impacts associated with this report.
4.0	Appendices – Documents Attached
	None.

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Subject:	Proposal for naming new street
Date:	10 th August 2021
Reporting Officer:	Ian Harper, Building Control Manager
Contact Officer:	Roisin Adams, Business Coordinator

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	To consider an application for the naming of a new street in the City.
2.0	Recommendations
2.1	Based on the information presented, the Members of the Committee are asked to recommend that, in accordance with the Council decision of 4th May, the Chief Executive exercise her delegated authority to make a recommendation in respect of an application for naming a new street in the City and to either: <ul style="list-style-type: none"> • Grant the application, or • Refuse the application and request that the applicants submit other names for consideration.
3.0	Main report
3.1	<u>Key Issues</u> The power for the Council to name streets is contained in Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995.

3.2	<p>Members are asked to consider the following application for naming a new street in the City. The application particulars are in order and the Royal Mail has no objections to the proposed names. The proposed new names are not contained in the Council's Streets Register and do not duplicate existing approved street names in the City.</p> <table border="1" data-bbox="333 454 1401 560"> <thead> <tr> <th data-bbox="333 454 695 506">Proposed Name</th> <th data-bbox="695 454 1061 506">Location</th> <th data-bbox="1061 454 1401 506">Applicant</th> </tr> </thead> <tbody> <tr> <td data-bbox="333 506 695 560">Ben Madigan Hill</td> <td data-bbox="695 506 1061 560">Off Ben Madigan Heights</td> <td data-bbox="1061 506 1401 560">Kilmoon Developments</td> </tr> </tbody> </table>	Proposed Name	Location	Applicant	Ben Madigan Hill	Off Ben Madigan Heights	Kilmoon Developments
Proposed Name	Location	Applicant					
Ben Madigan Hill	Off Ben Madigan Heights	Kilmoon Developments					
3.3	<p>Kilmoon Developments have proposed Ben Madigan Hill, as their first choice, as the new street is located directly off Ben Madigan Heights. Ben Madigan Way, Ben Madigan Drive and Ben Madigan Place are proposed as the second, third and fourth choices, so that the new street is in keeping with the existing local names and Cavehill.</p>						
3.4	<p><u>Financial & Resource Implications</u></p> <p>There are no Financial, Human Resources, Assets and other implications in this report.</p>						
3.5	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>There are no direct Equality implications.</p>						
4.0	<p>Appendices – Documents Attached</p>						
	<p>None</p>						



Subject:	The Queens Green Canopy – Tree Planting Initiative celebrating the forthcoming Queen’s Platinum Jubilee
Date:	10 th August 2021
Reporting Officer:	Ryan Black, Director Neighbourhood Services.
Contact Officer:	Stephen Leonard, Neighbourhood Services Manager.

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	Members are advised that this report sets out details of the Queens Green Canopy tree planting initiative (QGC) and it’s purpose the celebration of the Queen’s Platinum Jubilee in 2022.
1.2	Members are asked to consider a request received from Colonel Dan Rex MVO, CEO to the Queen’s Green Canopy, inviting Belfast City Council to celebrate Her Majesty’s Platinum Jubilee and at the same time, promoting the importance of trees to the environment.
2.0	Recommendations
2.1	The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4 th May 2021, the Chief Executive exercise her delegated authority to:

	<ul style="list-style-type: none"> • Agree a number of tree planting events from November 2021 to March 2022 in the lead up to the official Platinum Jubilee celebrations planned for the 3rd – 6th June 2022 and then a second smaller planting phase running from November 2022 to December 2022 which falls within National Tree Week and all of which can be included as tree numbers towards the Council’s One Million Tree planting initiative. • Agree that Council’s Outreach officers work with local communities to plan in and take part in the QGC initiative during the next tree planting season – November 2021 to March 2022. • Agree to the installation of a small QGC plaque at any of the larger tree planting sites.
3.0	Main report
3.1	On the 8 th March 2021 correspondence was sent out to all the Chief Executives in Northern Ireland from Colonel Dan Rex MVO, CEO to the Queen’s Green Canopy inviting Councils to take part in the Queens Green Canopy initiative.
3.2	Colonel Dan Rex invited representatives from Councils and other interested parties to an on-line presentation which took place on the 22 nd March 2021 and this was attended by representatives from Belfast City Council; Mid Ulster Council; Ards and North Down Council; Lisburn and Castlereagh Council and Antrim and Newtownabbey Council, Viscount Brookborough KG, The Earl of Caledon Lord -Lieutenant, Mathew Stewart, Abercorn Estate, Robert Scott Lord – Lieutenant Co Tyrone, Nicola Brady General Secretary.
3.3	<p>The presentation set out what the QGC project was all about:</p> <ol style="list-style-type: none"> 1. Thanking the Queen for her exceptional service 2. To celebrate Her Majesty’s Platinum Jubilee 3. Promote the importance of trees to the environment 4. Involving communities; charities; schools; youth groups and councils in tree planting; creating a lasting legacy in honour of the Queens leadership
3.4	The QGC is particularly focused on supporting urban tree planting, in the most disadvantaged communities.

3.5	<p>The QGC currently has a number of key partnerships in place and more are getting involved as the initiative gathers momentum:</p> <ul style="list-style-type: none"> • Trees for Cities • Forest Canopy Foundation • Woodland Trust • Royal Horticultural Society • Royal Forestry Society
3.6	<p>Belfast City Council continues to forge ahead with the One Million Tree planting initiative which will run over the next 15-year period and the Council has a number of new planting sites earmarked for the 2021/2022 tree planting programme.</p>
3.7	<p>If the Council was agreeable, it could divert some of this year and next year's One Million Tree planting sites to the Queens Green Canopy Platinum Jubilee tree planting initiative and still record these planting schemes as part of the One Million Tree running total.</p>
3.8	<p>The QGC would like participants, if possible, to install a small plaque at any of the larger planting sites to mark the Queen's Platinum Jubilee in 2022.</p>
3.9	<p><u>Financial & Resource Implications</u></p> <p>None – Tree planting projects scheduled for 2021 and 2022 will come out of existing tree planting budgets and also out of a Woodland Trust 'Tree Emergency' fund.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p>
3.10	<p>None</p>
4.0	Appendices – Documents Attached
	None

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Subject:	Requested tree planting in Victoria Park to mark the Centenary of Northern Ireland
Date:	10 August 2021
Reporting Officer:	Ryan Black, Director of Neighbourhood Services
Contact Officer:	Cate Taggart, Neighbourhood Services Manager, East Belfast

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to provide information regarding a request by East End Great War Society to plant up to 6 chestnut trees in Victoria Park to mark the Centenary of Northern Ireland and to mark the planting with a commemorative plaque.
2.0	Recommendations
2.1	The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4 th May 2021, the Chief Executive exercise her delegated authority to; <ul style="list-style-type: none"> • consider the request from the East End Great War Society to plant six Chestnut trees, along with the commemorative plaque, within an agreed location in Victoria Park.

3.0	Main report
3.1	A Belfast City Council officer met with Stephen Gough from East End Great War Society on Wednesday 30 th June 2021, who detailed the request of the society and an overview of the proposal.
3.2	The East End Great War Society is a World War I commemorative project based in East Belfast. They have been involved in a range of educational and commemorative projects throughout the Decade of Centenaries, delivering events in City Hall as well as local projects and educational resources through funding from Good Relations. This request is part of their continued efforts to mark those key events from one hundred years ago in an open, respectful and dignified manner.
3.3	The society have asked that council plant between one and six chestnut trees in Victoria Park to mark the Centenary of Northern Ireland with a plaque attached. The plaque, which they have requested is provided by Council, is to include the name of the tree planting, 'Centenary Wood' and the names of the persons planting the trees.
3.4	This is in line with the agreed policy of tree planting which states: 'Permission for future tree planting requests may be granted by the People and Communities Committee on a request by request basis. Any tree planting proposals/request received by the Council should fit in and be aligned with the Council's 'Tree Management Plan' for that individual Park/Open Space as advised by Council Officers within City and Neighbourhood Services'
3.5	If Committee support the tree planting proposal, it will come under the tree management plan for Victoria Park, as part of a replacement planting programme and can be resourced from the related revenue budget. The additional trees will be included as part of the one million tree planting running total.
3.6	The Woodland and Recreation Officer will try to source the requested larger chestnut trees, however, may have to substitute with another variety if he cannot source the original tree species (chestnut). The planting season will be from November to March. Subsequent maintenance will be completed by the OSS team in East Belfast.
3.7	Based on the noted policy statement above, Committee is asked to accede to the request.

	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.8	There are no known Equality/ Good Relation/Rural needs issues associated with this report
	<u>Financial Implications</u>
3.9	The total cost has been estimated as £552 (Trees £390 and plaque £162).
4.0	Appendices – Documents Attached
	None

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Subject:	Ormeau Park BMX Track
Date:	10 th August 2021
Reporting Officer:	Ryan Black, Director of Neighbourhood Services
Contact Officer:	Stephen Leonard, Neighbourhood Services Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

1.0	Purpose of Report or Summary of main Issues
1.1	This report is to seek approval to work in partnership with Cycling Ulster on a project to develop the existing BMX track in Ormeau Park.
2.0	Recommendations
	<p>The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4th May 2021, the Chief Executive exercise her delegated authority to:</p> <ul style="list-style-type: none"> Grant approval for officers to work in partnership with Cycling Ulster officials to submit an application to the Whitemountain Programme main grants fund to redevelop the Ormeau Park BMX track.
3.0	Main report
	<u>Background</u>
3.1	Council maintains a recreational BMX track in Ormeau Park which has low levels of use and is not used for club activity. Belfast BMX clubs are required to travel to the Lisburn track and

beyond for training sessions, fitting in around the requirements of the local club. Despite this, members of the city's most successful club, Belfast City BMX club, regularly compete and succeed at the highest levels of the sport locally and nationally, with many of their members achieving international selection for European and World championships.

3.2 Cycling Ulster have previously approached officers seeking to work in partnership to identify sites for development of new facilities for the many branches within the sport of cycling, including track, mountain bike, cyclo-cross and BMX. Options for possible sites continue to be explored. Recently the chair of Cycling Ulster's BMX commission and the Cycling Ulster Development Officer met with Council officers to explore the option of redeveloping the existing Ormeau Park BMX track to a high enough standard for club training. At this meeting they agreed that they wish to work with Council officers to draw down funding from external sources and offered a direct contribution from Cycling Ulster. The Whitemountain Programme main grant offers up to £50,000 with application deadlines of 23rd July and 29th October. An application was submitted prior to the July deadline. To support this application the Council provided a letter offering an 'in principle' commitment for the Council to work in partnership with the group in respect of this project to enhance a Council asset. This commitment was subject to P&C consideration in August.

3.3 Cycling Ulster have sought estimated costs from established specialist contractors which indicate that an amount of £75,000 should be budgeted to complete the project. The project will involve some work to the redesign the existing track to improve its rideability for a range of ability levels. The redesigned track will enable BMX clubs to programme and offer training and coaching sessions to its members, will permit them to offer bookable come and try it sessions for newcomers and will increase enjoyable use of the track for recreational and beginner riders.

3.4 Monitoring and Performance. Council officers will carry out random user counts at the site in advance of the project and data captured from bookings and user counts after development will quantify the extent of enhanced use following improved track design and programmed activity.

Financial & Resource Implications

3.5 A total of £75,000 is estimated to deliver this project. Cycling Ulster anticipate that an amount of £50,000 will be available from Whitemountain Programme main grant and in the region £5,000 from Cycling Ulster budget. Cycling Ulster seeks to identify other potential funders and may seek some financial support via the Council, subject to availability of funding and normal consideration.

	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.6	None associated with this report.
4.0	Appendices – Documents Attached
	None

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