

Document Pack
Committee and Members' Services Section
3rd Floor, Adelaide Exchange
24-26 Adelaide Street
Belfast BT2 8GD



8th August, 2008

MEETING OF PARKS AND LEISURE COMMITTEE

Dear Councillor

The above-named Committee will meet in the Council Chamber, 3rd Floor, Adelaide Exchange on Thursday, 14th August, 2008 at 4.30 pm, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully

PETER McNANEY

Chief Executive

AGENDA:

1. Routine Matters
 - (a) Apologies
 - (b) Minutes
2. Parks and Cemeteries Improvement Agenda (Pages 1 - 40)
3. Draft Policy Framework for Renaming/Naming of Parks and Leisure Facilities (Pages 41 - 54)
4. Fire at Grove Wellbeing Centre (Pages 55 - 58)
5. Whiterock Leisure Centre - Special Event Application (Pages 59 - 60)
6. Fitness Suite Admission Procedures (Pages 61 - 66)
7. Elite Facilities Programme Update (Pages 67 - 70)
8. Belfast Sewer Project (Pages 71 - 78)
9. Victoria Park - Egg Culling and Tree Cover (Pages 79 - 82)

10. Management of Playgrounds (Pages 83 - 90)
11. Belfast in Bloom (Pages 91 - 94)
12. Invasive Water Lily at Waterworks Site (Pages 95 - 96)
13. Woodvale Park - Beacon Event and Cultural Celebration on 11th July (Pages 97 - 102)
14. Tenders for the Procurement of Goods and Services (Pages 103 - 104)
15. Support for Sport (Pages 105 - 121)

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Parks Improvement Agenda
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Andrew Hassard, Director of Parks and Leisure

Purpose of the Report

The purpose of this report is to:

- (i) seek approval to proceed to implement the recommendations contained in the report of SOLACE Enterprises and to outline some practical next steps for taking these forward, in a prioritised sequence; and
- (ii) to inform Members of the progress that is already being made in developing the Service;

Relevant Background Information

Since the formation of the Parks and Leisure Department in April 2007, work has been ongoing with the Departmental Management Team, Business Improvement Service, Human Resources and the Core Improvement Team to develop an improvement agenda that would lead to the creation of a Department that can more effectively contribute to the Council's vision for Belfast becoming a better place to live in, work in and visit.

The main areas of work within the improvement agenda are:

- business planning;
- performance management;
- financial management;
- developing management capacity; and
- communications.

One of the key elements of this overall plan of work included a more in-depth focus on the Parks and Cemeteries Service and defining the level of change which would be required in order to develop the Service into a modern

customer oriented one, delivering in line with the ambitious expectations of the City.

To assist with this process the services of an experienced parks practitioner were secured through SOLACE Enterprises to:

- develop and articulate a modern customer-orientated, outcome focused service that will promote and assist in the delivery of the Council's aims and objectives; and
- undertake a baseline assessment of the existing service, excluding the zoo which will be the subject of a separate piece of work.

All of this work was done within the context of:

- the Parks and Leisure vision for future service provision within the Departmental plan;
- the important role Parks can play in delivering the corporate objectives of the Council as articulated within the Corporate plan 2008 - 2011;
- the major projects that are already programmed (Connswater Community Greenway, the Giant's Park, Loughside etc) in which Parks will take a leading role;
- the Council's improvement agenda;
- the growing financial pressures and the need to deliver both an efficient and effective service;
- preparing for RPA; and
- recognising the shadow of change that has been hanging over the service since November 2005.

SOLACE Enterprise's report outlines the current and ongoing position within the Service, diagnosing what the strengths and weaknesses of the Service are and makes recommendations on how it may be improved.

Members will also recall that the Parks and Leisure Committee, at its meeting on 13 September 2007, granted authority to create additional posts within the Parks and Leisure structure within existing payroll budgets. One of the posts considered essential for the future management of the Parks and Cemeteries Service is that of Parks Services Manager, the most senior management post within the Service. This post will be necessary to sustain the change programme and to provide leadership to the Service going forward.

The SOLACE Enterprises associate has also provided interim management for the Service since his engagement. This has allowed the recommendations made to be based on the reality of the daily management experience. This has also enabled elements of the work required to be progressed (see recommendations 6 and 7).

Key Issues

The key issue is how to take the recommendations forward to effect change as quickly as possible. The recommendations may be categorised into five broad groupings:

Recommendations 1 and 2 are aimed at establishing how the authority should approach the design and future management of our parks and to immediately put this into practice by redesigning two main parks. This would have an immense positive effect on raising staff morale especially given their disappointment when, following the adoption of the Open Spaces strategy in 2004, little changed in relation to proactive parks improvement. Subject to agreeing the parks work could start immediately

Recommendations 3 - 5 involves the restructuring of the Service. It is proposed that a number of costed options could be drawn up by January 2009, one of which would involve no growth. Early consultations with staff indicate that there is a growing recognition of the need for such and that planning at the margins will not produce the change that is needed (a verbal report on the consultation exercise will be given at the meeting). It is proposed that an inclusive approach will be taken to the review to achieve staff involvement and buy in. It will also attempt to shift resources from back of house to frontline where possible. Progress reports and Members input will be made through the Members Focus Group and once the preferred option is agreed a detailed project plan will be prepared with a view to an early implementation.

Recommendation 6 is aimed at delivering a geographical database depicting all of our sites and the levels of maintenance being applied. This will enable parks managers to manage and will enable the City to compare how it is performing with others. This is already being progressed through an in-house team supported by the Business Improvement Team and ISB under the overall direction of the Interim Manager. The composition of the in-house team involving managers and operational staff reflects the inclusive approach we wish to take. In addition to addressing the asset register, the use of machinery has also begun to be measured with interesting results. It is anticipated that this work will be completed by November 2008.

Recommendation 7 is aimed at addressing the skills capacity issues identified and to develop and prepare the staff for what will hopefully be a smooth transition. As has been pointed out by SOLACE Enterprises, structural change alone will not deliver change. Again, the department is progressing this recommendation. Parks staff are currently involved in the management development programme being delivered by Ad Lumen as well as responding positively to the fresh direction being given by the Interim Manager who is emphasising the need for teamwork and the need to adopt a more strategic approach. In relation to the latter, work has commenced on a policy/strategy for play area provision, play area safety, and playing field provision in addition to a review of the parks strategy Your City Your Space.

It is also recognised that to successfully implement the recommendations made by SOLACE Enterprises, significant progress will be required in the re-engineering of the supporting business processes and business infrastructure within the Service in line with the agreed agenda for the wider departmental improvement. Dedicated support, including corporate support, will be required for these elements of work to ensure progress. Detailed project plans will be developed for each element of this work.

It is proposed that recommendations are taken forward by the Director in association with SOLACE Enterprises acting in an interim management capacity. This would be supported by the Policy and Business Development Manager and Business Manager. Business Improvement and other corporate support will also be used as required.

Resource Implications

Financial

The financial implications involved in the next phase will be:

- Interim management arrangements (3 months) – approximately £18,000 and reasonable expenses which is based on a negotiated reduction in SOLACE Enterprise's rates of just under 15%.
- Project management and development of options and staff/TU consultation – officer time
- Recruitment of a permanent post of Parks Services Manager (indicative grade PO11 - £50,012).

Human Resources

Delivery of most of the activities detailed in the Project Plan at Appendix I will require dedicated officer time and the buy-in and support of the support of staff across the Parks and Cemeteries Service.

Recommendations

Members are asked to:

- (i) approve the recommendations contained in SOLACE Enterprise's report as outlined above;
- (ii) grant authority to appoint a permanent post of Parks Services Manager in line with previous discussions of 13 September 2007; and
- (iii) grant authority to implement interim management arrangements for at least 3 months until a Parks Services Manager is appointed through retaining the services of SOLACE Enterprises at the negotiated reduced rate

Key to abbreviations

None.

Documents attached

Appendix 1: SOLACE Enterprises report: Belfast City Council Parks Service.

Belfast City Council Parks Service

1.0 Project Brief

- 1.1 To develop and articulate a modern customer-orientated, outcome focussed service that will promote and assist in the delivery of the council's aims and objectives.
- 1.2 To undertake a baseline assessment of the existing service, excluding the zoo which will be the subject of a separate piece of work.

2.0 A Parks Service for the 21st Century

- 2.1 Nationally and internationally, parks are again mainstream and valued not merely for their heritage value but more so as key assets, capable of contributing significantly to the "liveability" agenda on a number of fronts- crime prevention, healthy living, prosperity, lifelong learning, environmental quality etc. For example, surveys show that gardens, parks and woodlands are used more than any other facility for recreation (Sport England, The Use of Public Parks in England, 2004). They also can play a major role in promoting and sustaining community cohesion. For years they were at the heart of local communities; safe, well maintained places absorbing activities for all ages- the first leisure centres, the first community centres.
- 2.2 Unfortunately, in the 60's they entered into decline which, for a long time, appeared to be irreversible. Some blame may be attributed to how the parks continued to be managed which changed little to reflect the changing needs of society.

"For too long, Local Government (Parks) has been a closed world of professionals delivering services to standards they determined, untouched by those they serve."

(Director, Best Value Inspectorate, Audit Commission)

"Parks for plants not people."

(Anon)

2.3 This was compounded by the deterioration of buildings and infrastructure which was not arrested due to public investment being targeted towards more contemporary needs such as leisure centres. Research has shown that decline in the quality of a public space contributes to the onset or acceleration of vandalism, anti-social behaviour and even serious crime (Greenspace, 2004). Accordingly, users began to abandon the sites often to be replaced by the less socially inclined. In some cases, abandonment was perceived as being completed in the nineties with the advent of Compulsory Competitive Tendering (C.C.T.) and the withdrawal of site based gardeners in the name of efficiency.

“Nothing encourages the vandal more than management by abandonment”

(CABE Space)

2.4 During the latter stages of this period, however, an increasingly strong lobby emerged promoting a renewed interest in the importance of parks. This movement received a huge boost with the establishment of the Commission of Architecture and the Built Environment (CABE) whose research has been so influential in re-establishing the importance of parks in a modern society and in advising local authorities of the differing approaches they have encountered which deliver “a successful park”.

2.5 One size does not fit all and the design and management of each park must be “bespoke”. However, the following have been identified as “success factors”...

- To achieve buy in and ownership, the top down strategic approach, which for Belfast is contained in the Your City Your Space strategic document, must be accompanied by a bottom up approach through engaging with the local community. Furthermore, this involvement must continue especially in the longer term management of the park. The process is as important as the product.
- To adopt a holistic strategic area approach parks must not be viewed as “stand alone assets” meriting special attention through playing the sentimental historical card or the green ecological one. Parks are important community assets capable of catering for multiple uses, determined by local needs/intelligence and complimenting what goes on in other areas of their catchments. For example, in the case of buildings, it is common for those in parks to be underused. Yet, by opening them up for other non-traditional parks uses will not only enhance park usage but may also result in asset rationalisation elsewhere with resulting efficiency gains.

- To adopt a comprehensive pro-active approach to park management that needs to be customer friendly and adaptable. Managers must know and regularly engage with their customers and non-customers. There also needs to be day-day site management. How this is being undertaken throughout the country varies widely and is often a combination of approaches – site based gardeners, park rangers, parks patrols, facility attendants, franchise operators etc.
- To promote the development and use of the facility through investment and marketing. Parks require capital investment and to attract such they need to be marketed at a strategic level as part of a holistic area approach as described above. Once developed, they also require sufficient revenue support to maintain them as welcoming, attractive, customer friendly and well managed places. Maintenance is key. In *Parks and Squares: Who Cares?*, CABE Space found that the things that the public most dislike about green spaces are that they are not kept clean or safe with people feeling more secure if a place is visibly maintained. Yet, as CABE point out, park managers usually employ gardeners during weekdays when few people visit parks rather than at weekends when they are at their busiest.
- To be well designed, often benefiting from being opened up and made more inviting through the removal of peripheral hedges and/or fencing and by creating new gateways to give a sense of arrival. Lighting and the introduction of security measures such as C.C.T.V. have also proved reassuring. It is also interesting that a survey by The University of Sheffield in 2002 found that 32% of people would use their urban parks more if they had more varied vegetation.

2.5 In summary, successful parks meet the needs of their users. CABE research (*Decent Parks? Decent Behaviour?*) noted 17 elements that were identified as key to the success of the case studies they examined (Appendix 1). In summary, however, they conclude that ...

“Ultimately local solutions are necessary, although the evidence shows that investing in good design, attractive facilities and good maintenance remains the driver for improvement.”

3.0 Belfast Parks Service 2008-A Baseline Assessment

3.1 For many years, the Parks and Cemeteries Service (Parks) has been subjected to varying changes and reviews. In the nineties, to prepare for C.C.T., the operational side was transferred to a Contractor Department and was substantially downsized to obtain the efficiencies considered necessary

to retain the work in-house. At this time, the outdoor leisure function was transferred from Parks to Leisure Services only to return in 2003 when C.C.T. ended and the client/contractor sides of leisure combined. With Parks, the client/contractor split was allowed to continue until 2005 when the current structure (Appendix 2) was created with the most significant change during the pre- 2005 period being the loss of the Environmental Education function. In 2007, when the new Parks and Leisure Department was created, the function was again affected through the loss of its Head of Service, a situation which has continued until the present (approximately 18 months).

- 3.2 When one adds to these structural changes (which often also required alterations to working practices and work places), the various reviews which have been commissioned since November 2005 and the number of agency staff and secondees in post, some of whom undertake key roles, it is surprising that the service continues to operate at the level it does. Indeed, none of the component parts of the service could be described as failing while some would appear to be delivering to high standards. Most significantly, public perception is generally good. Two recent surveys involving 1168 interviews across 23 parks and cemeteries found high levels of satisfaction especially concerning general maintenance and upkeep although some did fall short of users' expectations mainly due to a lack of facilities, antisocial behaviour and a lack of staff presence. This achievement is largely down to the dedication and commitment of the staff especially those involved in the day-day delivery of front-line services. However, it is not sustainable.
- 3.3 The current position must also be seen against a backdrop of lack of investment. Belfast's parks, with a few exceptions, have attracted little capital expenditure in recent years. In November 2006, the Community and Recreation (Parks and Cemeteries Services) Sub-Committee in receiving a report entitled "*Funding of Open Spaces Strategy*" was informed that the estimated cost of upgrading the city's parks was in the region of £29m. This lack of investment is beginning to show. Two notable examples which should cause concern are the poor condition of parks' railings and the imbalanced age structure of their trees. It is also doubtful if the revenue budget has kept pace with commitments and growth over this period, thus putting undue pressures on maintenance.
- 3.4 For a variety of reasons, not least the degree of change described above, morale is generally low and a number of staff are becoming increasingly frustrated. Cracks are beginning to appear and the service is stagnating and becoming dated. While structural changes have taken place, the service has changed little, continuing to be largely operationally driven and high on process as opposed to being outcome customer focussed. Large areas

appear to be drifting along, without focus and lacking direction. Of prime concern is the lack of policies and strategies. Without such, fully informed

decisions cannot be made while the chances of attracting investment are being substantially reduced. Their absence permits the current tendency to be reactive. This is time-consuming and high risk and has allowed a culture of fire fighting to develop which also focuses on damage limitation. This will often manifest itself through staff coming across as negative wishing to contain rather than explore. Similarly, the situation also allows officers to be “opportunistic” and/or selective in what they do.

- 3.5 The service does not pull together as a team. There is evidence of silo working across the various functional groupings in addition to duplication of effort. This may, in part, be due to the staff working from separate offices although aspects may also stem from the C.C.T. client/contractor split and to the sometimes flawed attempt at unification in 2005 with some of the service mixes within the functional groupings appearing illogical. An example of this is the siting of Outdoor Leisure within the Finance Function. The situation is also not helped by poor levels of communication/information exchange. In summary, roles and responsibilities have become blurred across parts of the service with there being evidence of overlap/duplication. This clearly impacts upon the efficiency and effectiveness of the service and at times will confuse “the customer”.
- 3.6 Contributing to the above are issues relating to capacity. While evidence points to the Council investing in the training and development of their staff, especially those involved in front line service provision, it is clear that the service suffers from a lack of leadership and management skills. Some officers are not operating at levels commensurate with their posts with there being a tendency to abrogate decisions upwards and to utilise the grievance process to resolve issues. This may, in part, reflect a previous management ethos of control which has the added disadvantage of stifling innovation. Combined with a risk averse culture, this may also explain a prevalence of dwelling on process which has resulted in lengthy and time-consuming paper trails especially for those operational managers. To compound this problem, administrative support across the service is lacking and needs to be looked at. Finally, it should be noted that some staff have been found to be particularly key, having assumed personal responsibility for high profile schemes, services and essential advice. However, there has been no continuity planning and, as with the other capacity issues, if not addressed, the Council will be putting itself in a position of risk with the possibility of these staff moving on.
- 3.7 It is difficult to objectively assess how good the service is as there are few measures in place to enable comparisons to be made, for example, through the Association of Public Service Excellence (APSE) Performance Network

of which Belfast is a member. This is of particular concern in relation to the operational side of the service which accounts for the majority of expenditure (£11.2m nett/66%). The asset register which was compiled in preparation for C.C.T. is now dated and the specification exists largely as a shelf document only. The main driver for the current operational set up was to establish single points of accountability and to restore a presence in parks. However, there is little evidence to suggest that the operational split was measured while some arrangements which appear illogical date back to C.C.T. days (East Area staff travelling to undertake routine tasks in the west and vice-versa). The lack of measures cause difficulty in making informed management decisions while the operational set up poses efficiency queries especially with increasing utility costs.

3.8 The scope of the service provided is fairly comprehensive although, given the current trends regarding health, sustainability and increasing costs, allotments and urban agriculture should have a higher profile. For example, in a plan inspired by American cities, London's royal parks are pondering the creation of a string of model allotments to give the public "*a living, ripening illustration of the virtues of growing their own fruit and vegetables.*" There is also an issue regarding the lack of a dedicated horticultural specialist to keep the city abreast of modern developments. The lack of marketing is also holding the service back while the role of parks as venues for events is not being fully realised which is not helped by a relatively small budget and, again, a lack of an overall strategy. The existing roles performed by the Park Rangers need to be examined within the overall context of introducing a parks presence while there are also matters around the attendant functions which are currently addressed through overtime and/or the use of agency staff. Finally, there are issues regarding the role of the service within the context of the Council as a whole. The recent departmental restructuring needs to be further refined regarding roles and responsibilities and discussions have commenced with the Development Department in an attempt to do so e.g. public art, events, play. Furthermore, consideration needs to be given to what specialist services parks could develop and deliver corporately especially given the increased responsibilities that will come with RPA. Such functions will include

- Local public realm aspects of roads functions including ***streetscaping ; town and city centre environmental improvements***; street lighting; off-street parking; permitting local events to be held on roads etc;
- Urban regeneration and community development delivery functions including those associated with ***physical development, area based regeneration (such as Neighbourhood Renewal) along with some community development programmes and support for the voluntary and community sectors***;
- ***Local arts, sports and leisure.***

3.9 To address the risks, inefficiencies and inconsistencies described above and to deliver a new modern customer orientated parks service, structural change will be necessary. However, structural change alone will not succeed. This must be accompanied by actions that will fundamentally change the culture and general management philosophy of the service in addition to clearly defining what functions it undertakes and that such are not duplicated elsewhere. Initially, it is being recommended that the service embraces the following functions:

- the development of a policy/strategic framework for all matters relating to open space provision, design, maintenance and management;
- responsibility for all matters relating to landscape design within the City;
- maintenance and management of all existing open space to achieve cost-effective landscapes;
- all matters relating to trees within the City
- promotion/facilitation of Belfast in Bloom;
- assuming the lead role for matters relating to biodiversity;
- promoting the use and understanding of the external environment;
- facility management of all outdoor public space – parks, play areas, outdoor leisure facilities including allotments;
- promotion/facilitation of a wide range of events
- a cemeteries and crematoria service;
- Belfast Castle and Malone House;
- Belfast Zoo ; and
- support services

3.10 As part of any review, it will be assumed that the following will be examined:

- the service's assets - land, buildings;
- the continuation of annualised hours;
- the levels of overtime being worked;
- the use of agency staff;
- the operation of a flexible multi-tasking approach;
- the development of an enabling culture as opposed to one of control with clear levels of devolvement, responsibility and accountability;
- the balance between development, support and frontline staff;
- capacity issues - skills, funding including distribution, machinery etc;
- the employment inconsistencies;
- the geographical split of responsibilities within operations;
- the apparent duplication of activities/responsibilities with other departments and the potential for rationalisation and efficiencies;
- the service's by-laws;
- the need for a presence in parks especially at peak times (evenings and weekends and school holidays);
- the possibility of adopting the local area working approach to bring the services closer to the public and to their specific needs;
- the nursery service;
- the need to address customer relationship management(CRM);

- a review of partnership working - existing and potential; and
- the need for income generation and marketing.

The review will also involve consideration of the existing work that has been undertaken by the Council's Business Improvement Team.

Recommendations

- 1) That the factors identified in Section 2 of the report for the development and management of a successful park be adopted.
- 2) That advance design work for the redevelopment of two major parks be initiated adopting the approaches outlined in the report.
- 3) That the role of the service in supporting the Council's policy objectives through delivering the suite of functions described in paragraph 3.9 be approved
- 4) That the Director of Parks and Leisure undertakes a comprehensive review of the Parks structure ;
- 5) That a comprehensive review of the grounds maintenance/management operational aspects is undertaken including...
 - a. establishing a comprehensive asset register of all land that is currently maintained;
 - b. a review of grounds maintenance standards; and
 - c. an option appraisal of how such standards may be met within the context of an efficient and effective service – to include staffing levels and training, depots, the type, quantity and distribution of all plant, the procurement of all related supplies and services
- 6) That the assumptions outlined in paragraph 3.10 to inform the review process be approved.
- 7) That a programme to develop staff capacity be implemented as a matter of urgency focussing initially on management and leadership skills
- 8) That the current budget is restructured to reflect the new customer orientated enabling culture and to gain "greater purchase" through the potential of leverage from other sources.
- 9) That the feasibility of bringing the service together in one location be examined by the Director of Core Improvement and reported back to this committee as part of the above structural review.

Mick Hannon, B.A.(Hon.s),M.A., B.Phil., M.L.I.,
Associate Consultant
SOLACE Enterprises

Checklist of Key Elements

These elements were considered key to the success of the case studies. Use them together rather than singly.

1. Restore original designs where possible at sites of heritage importance.
2. Ensure all designs are of a high standard, involving relevant professionals (landscape architects and designers) and valuing the contribution of users.
3. Manage risk sensibly and retain positive features that attract people to parks; the paddling pool, play area and shrub beds.
4. Take advantage of the potential for buildings within parks for natural surveillance, e.g. from cafes, flats and offices.
5. Involve the community early in the process and continually.
6. Involve 'problem' groups as part of the solution where possible and work hard to avoid single-group dominance in the park.
7. Build a relationship with community groups that can lead to their achieving external funding and exerting a legitimate authority.
8. Provide activities and facilities to ensure young people feel a sense of ownership. Address young people's fear of crime as well as that of adults.
9. Use publicity to let people know that management believes in the place. Send a clear message to vandals and criminals: 'your time is up, you are no longer welcome, things are about to change'.
10. Ensure that people know how to report damage and incidents.
11. Make sure that maintenance budgets are adequate to support after-care.

12. Employ 'target hardening' measures sensitively as part of overall improvements.
13. Respond rapidly to vandalism and anti-social behaviour, but bear in mind it is highly localised and caused by a minority.
14. Work in partnership. Others may be trying to manage similar problems and be willing to get involved and share resources.
15. Research the range of tools and powers available and use appropriate enforcement where necessary to tackle problems.
16. Reintroduce staff and gardeners, who provide a level of authority and a point of community interaction. Ensure they are provided with back up.
17. Ensure that initiatives are part of a coordinated approach.

Principal Parks & Cemeteries Services Development Manager

Landscape Planning & Development Manager

- landscape design (parks, play areas, civic space incl. public art)
- project management
- l'scape planning/policy development
- grant applications
- civil engineering services incl. Term Contract (Tarmacing, inspection of all paths etc)
- planning applications
- community consultation and planning

Conservation & Promotion Manager

- Biodiversity promotion city-wide-partnership facilitation (Environ. Heritage Service, Ulster Wildlife, RSPB).
- Countryside Officer. Promotes cycling/walking/r.o.w. Budget holder for Belfast Hills P'ship (£20k -3 staff & Board) and Lagan Valley Reg. Park (£20k)
- Events with £124k budget incl. community events (£50k)
- Marketing-little if anything-little sponsorship
- Parks Community and Cultural Off
- Public art
- Forest of Belfast
- Heritage

Parks Services & Support Manager

- Procurement (1staff)
- Mobile plant
- Urban Forestry/Trees incl. Roads Service & Belfast Regen. Off (£750k) – little planted by Areas
- Offer hort. training
- Play areas-planned maintenance

Zoo Manager

Separate Review

Principal Parks & Cemeteries Services Manager

Area Managers

- Grounds maintenance
- Parks management
- Parks Outreach work
- Park Rangers
- Floral decor.s incl. indoor
- Play inspection
- Events
- Allotments via Park Managers

Parks Estates Manager

- Belfast Castle (Houses Cave Hill Country Park (750-800 acres) Visitor Ctre, Adventurous Play Area (staffed all summer and winter w/ends by agency staff. New toilet block).
- Barnet Demense, Malone House ,Lagan Meadows (Ulster Wildlife Group) & Clement Wilson Park
- Park Manager-11 staff, own machinery, attends Cavehill Conservation Group and Belfast Hills P'ship
- No Rangers
- Open 24/7

Bereavement Services Manager

- Burials
- Crematorium
- Grounds maintenance
- Cemetery archives

Finance/Systems Manager

- Financial advice incl.
 - Budget setting
 - Develop, oversee & maintain sectional procedures
- Income/debt/payments
- Grant aid claims
- Assist with grant aid applications
- Assist with Annual pricing
- Information system advice & strategy
- Outdoor Leisure-work closely with Park Managers
 - Pitch bookings
 - User groups
 - Facility management
 - Sport development
 - Tennis
 - Bowls
 - Soccer

Human Resources/Admin Manager

- H.R. incl.
 - employee relations
 - recruitment
 - sickness management
- General administration
- Training co-ordination
- Parks properties admin.
- Community/private events admin



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	A Draft Policy Framework for (Re)naming Parks and Leisure Facilities
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Emer Boyle, Policy and Business Development Manager

Purpose of the Report

The purpose of this report is to:

- (i) outline the background to the development of a policy for how to manage requests from the public and community groups for the re-naming of Parks and Leisure facilities; and
- (ii) present a draft policy framework for managing future requests for discussion and agreement by Members.

Relevant Background Information

Members will be aware of a recent request to the Parks and Leisure Committee through the Director from the Linfield Supporters' Club and Blackstaff Community Development Association suggesting that, as a suitable memorial to commemorate the former Northern Ireland and Linfield football player, the late Tommy Dickson, the Blythefield Open Space be re-named the Tommy Dickson Park.

At the meeting of the Parks and Leisure Committee on Thursday 13 March 2008, the Committee agreed that a report on proposals for re-naming open space be submitted for consideration.

This report has been developed taking onboard extensive research and best practice examples and consultation with Members across the Party Groups.

Purpose of the Policy

The purpose of this policy is to provide guidance to those that have an interest in the (re)naming of Belfast's Parks and Leisure facilities. It is proposed on the basis that it would apply to all Council owned Parks and Leisure facilities but not those facilities which the Council has taken on management responsibility for under a formal lease or agreement with an external organisation or group.

The intention behind the development of the policy is to provide a management framework within which requests from organisations and groups can be managed and to provide direction on how to apply for approval to (re)name Parks and Leisure facilities.

Up until this time, many parks have been named subject to no specific criteria. Currently 87% of Parks and Leisure facilities have the name of the geographic location in which they are located although the Council has reacted in the past to (re)name some of its facilities (playgrounds, playing fields and parks).

There are three main types of naming situations this policy intends to address:

- (i) The opening or reopening of parks and leisure facilities;
- (ii) Providing recognition of major financial contributions;
- (iii) Requests for “Memorialisation” or honouring individuals in recognition of “significant” contributions to the area or particular location.

Background Policy Context (External and Internal)

The (re)naming of Parks and Leisure facilities (or any Council location) is complex and potentially emotionally evocative because assigning a name can be a powerful and permanent identity for a public place or facility. The (re)naming of parks and leisure facilities must also be considered in light of less obvious factors such as staff and financial resources and wider external factors such as changing names on signs, maps, and other literature. In addition, the Council should also be mindful that excessive and constant name changing could be the source of confusion to the public.

External Policy Context

There are a number of relevant policy frameworks in place in Northern Ireland which relate and inform the issue of (re)naming of Parks and Leisure Facilities to a greater or lesser extent, namely:

- A Shared Future: Policy and Strategic Framework for Good Relations in Northern Ireland (2005). The shared future policy sets out challenging aims for building a shared society, with a key priority being to reclaim shared space.
- Draft Programme for Government (2007). This programme highlights that it is imperative that we all embrace the opportunity to create a shared and better future, based on tolerance and respect for cultural diversity.
- Racial Equality Strategy (2005). The aims of the Racial Equality Strategy complement those of A Shared Future.

(Further details on each of these are attached at Appendix 1.)

Internal Policy Context

Within the Council there are three relevant policy strands currently in place which could be interpreted as relating to or informing the issue of (re)naming of Parks and Leisure Facilities to a greater or lesser extent, namely:

- 1) The Street Naming Policy;
- 2) The Equality Scheme;
- 3) The Good Relations Plan

(Further details on each of these are also attached at Appendix 1.)

In developing this draft framework and report, cognisance has also been taken of ongoing research work across the Council such as that commissioned by the Good relations Unit (Conflict Transformation Project) into the promotion and maintenance of shared space across the City.

Current Position

A review of current Parks and Leisure facilities outlines that only 13% of Parks and Leisure facilities have been (re)named with a name which is not reflective of their geographical location. In summary:

- 6 facilities have been named in memory of a person (“Memorialisation”) including 1 facility which was purchased by the Council with the proviso that the park should be named after a member of the family;
- 2 facilities have been named after people (based on “significant contributions” – e.g. the exemplary performance of Mary Peters);
- 3 facilities have non-geographical names, related to Royalty, dating back to Victorian times (King George V, Queen Mary’s, Alexandra and Victoria Parks);
- 5 facilities have been named after the relevant benefactor.

Key Issues

Research and best practice gives some assistance to the development of a policy on this subject although it must be acknowledged that the type of criteria used in other cities and countries are not directly transferable to the Belfast context. Some general examples of criteria are outlined below:

- parks and facilities which have been officially named shall retain their existing names; the renaming of Parks and Leisure facilities is strongly discouraged.
- new parks or existing parks which have not been officially named shall be named after the geographic location, neighbourhood or public street where the park, facility or amenity is located;
- facilities named after persons, organisations, foundations or families contributing towards the acquisition, development or conveyance of land or building;
- names will not be considered that are discriminatory or derogatory considering race, gender, creed, religious or political affiliation, or other similar factors.

General Principles

In considering proposals for the (re) naming of a park or leisure facility, best practice would suggest that there are general principles which should be taken into account either collectively or individually, such as that the proposed name should:-

- engender a strong positive image;
- be appropriate having regard to the parks or leisure facility location;
- have historical, cultural or social significance for future generations;
- commemorate places, people or events that are of continued importance to the City or region;
- have broad public support as evidenced through consultation; and
- be inoffensive and non-party political

Cost

One of the main issues for consideration when deciding to implement a policy on this issue will be the financial implications for the Department. Currently the Parks and Leisure Department requires a substantial increase in finance to enable it to complete essential maintenance at a number of facilities as well as a number of the development activities outlined in the departmental plan. A policy which requires both staff time and departmental finances (which the department cannot foresee, plan for and allocate financial spend to) could potentially have the effect of diverting resources which should be dedicated to essential activities already in the workplan.

Consultation

Some discussion has taken place with the Party Groups with regard to how community consultation could be undertaken and what a suitable and valid approach would be – for example, should the “community” be interpreted as being the users of the park or facility or the home owners living within a certain distance? In order for this to be a valid approach consultation must take into account the Council’s statutory requirements.

It is also important that any proposed name change coming before the Council has the required level of community support forthcoming at the consultation stage. This is to ensure that no embarrassment is caused to any individual or organisation who might not receive the necessary support for the (re)naming proposal.

At present the Council has in its plan of work the development of a consultation and engagement strategy. In the absence of a Council approach to conducting consultation to guide the development of a process which would support this policy, a draft “proposed application process” is attached at Appendix II, with detail on the (re)naming request guidelines attached as Appendix III and the guidelines for the consultation outlined and attached at Appendix IV.

Policy Options

OPTION 1 – (Continue as we have been) To adopt an ad-hoc approach dealing with individual requests received.

OPTION 2 – To agree a policy which “draws a line in the sand” from this point, and establishes that Parks and Leisure facilities are named after their geographical location (or shall retain their existing names) and that the renaming of Parks and Leisure facilities is strongly discouraged.

OPTION 3 – To treat it as a policy issue for the Department and develop a rigorous policy framework to deal with all (re)naming requests received by the Parks and Leisure Department.

This approach has much broader implications for Parks and Leisure in terms of consultation, staff resources and the associated costs.

Recommendation and Proposed Criteria

Based on all of the research and the need to strike a balance between defining a strict policy and placing undue limits on the democratic process, Option 3 is recommended. It is further recommended that the policy apply only to local parks

and leisure facilities and that the Council would not wish to have its City, District and Country Parks re-named (a list of the City, District and Country Parks is attached at Appendix 5).

The criteria have been designed to ensure that only sincere and non-vexatious proposals will be considered by the Council.

It is recommended that this should be supported by a detailed set of criteria and management framework as follows:

1.0 Proposed Criteria

1.1 Where the request made is to memorialise a person

- The person must be deceased for a minimum of five years.
- If the nominee is deceased then appropriate relatives or friends will be contacted asking if they approve of the request. If the relatives or friends do not approve, the naming process will not be pursued.
- The person must have made a “significant contribution” to the life of the area/City/made a significant positive contribution to parks and leisure objectives within the community where the facility is located.
- The person must have lived within the locality / district electoral area (DEA) of the park or leisure facility for a significant or formative period;

1.2 It is recommended that a park not be named for a living person, except in the event that the person / family have made a significant financial contribution to improvement / development of the park or facility.

1.3 Where the name requested relates to a specific unique location:

- The name should provide a sense of place, reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located;
- The name should reflect the historical significance of the area or reflects unique characteristics of the site (unique flora / fauna).

1.4 In ALL (re)naming cases:

- The applicant will bear the cost of the (re)naming in terms of consultation, signs, plaques etc;
- The name, once bestowed, is permanent;

1.5 Names should not be considered which:

- Cause confusion due to duplication or names sounding similar to existing named facilities / locations within the City;
- Unlawfully discriminate within the meaning and scope of the provisions of the Council’s equality and good relations policies and the Shared Future agenda;
- Are party-political in intention or use.

1.6 Existing names will not be changed without consideration of the historical significance of the existing name, the cost and impact of changing existing signs, rebuilding community recognition and updating records (i.e. letterhead, databases, and promotional materials).

- 1.7 Each application will be considered on a case-by-case basis.
- 1.8 All signs that indicate the name of a park and/or recreational facility shall comply with Belfast City Council's Parks and Leisure design standards. Specialised naming signage should not be permitted.

Resource Implications

Financial

The recommended option will place the financial implications of carrying out consultation on the proposed (re)name change and any subsequent changes to signage on the applicant.

There will be financial implications for the Council in terms of updating literature/Council documents.

Human Resources

The implementation and management of the proposed framework will require officer time which is difficult to predict at this stage and which would require re-examination after a suggested 12 month period. There will be resource implications in terms of officer time required to verify the consultation process.

Recommendations

Members are asked to:

- (i) review the report presented, research and options;
- (ii) agree the recommendation – Option 3 and the approach which has been proposed in terms of procedure and consultation; subject to
- (iii) the preferred policy position then being fully considered in line with the Council's statutory Equality obligations.

Documents Attached

Appendix 1: additional information (internal and external policy context).

Appendix 2:(Re)naming Parks and Leisure Facilities Process.

Appendix 3: Stage 1: (Re)naming request guidelines.

Appendix 4: Stage 2: Consultation guidelines.

Appendix 5: List of Parks and Leisure Department City, District and Country Parks.

APPENDIX 1

1) A Shared Future: Policy and Strategic Framework for Good Relations in Northern Ireland (2005)

The shared future policy sets out challenging aims for building a shared society, with a key priority being to reclaim shared space. This vision involves moving beyond working with divisions to begin to actively challenge those divisions. A shared future outlines commitment to a more coherent, co-ordinated and long-term approach, that places responsibility for improving relations at all levels of public sector delivery. A shared future has begun to produce some positive local improvements, particularly in the area of re-imagining communities which aims to tackle visible manifestations of sectarianism and racism through removing displays of flags, murals and other territorial marking. Many of the commitments outlined by Government in this policy represent a real opportunity for change. Firstly, it represents a move away from adaptive policy making towards a more transformative approach. Secondly, Shared Future offers a vision of a transformed 'shared' society based on the principles of peace and reconciliation.

2) Draft Programme for Government (2007)

The return to devolution has seen the introduction of a new Draft Programme for Government (2007) which includes promoting tolerance, inclusion and health and wellbeing as one of its key priorities in Northern Ireland's society. The Draft Programme for Government (2007) highlights that it is imperative that we all embrace the opportunity to create a shared and better future, based on tolerance and respect for cultural diversity. The programme will bring forward cohesion and integration for this shared and better future to address the divisions within our society.

3) Racial Equality Strategy (2005)

Government also aims to tackle racial inequalities and to promote good race relations through its Racial Equality Strategy. The aims of the Racial Equality Strategy complement those of A Shared Future.

Internal Policy Context

There are three relevant policy strands currently in place in the Council which relate and inform the issue of naming / re-naming of Parks and Leisure Facilities to a greater or lesser extent, namely;-

1) The Street Naming Policy;

The Council adopted a policy on dual-language street-naming following the enactment of Article 11 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995. The Council policy makes provision for street name signs to be displayed in both English and a second language (not specifically Irish) and outlines the framework for making an application to the Council for dual-language street name signs.

2) The Equality Scheme;

The Council developed, published and implemented its Equality Scheme in 2001 in line with the requirements outlined by Section 75 of the Northern Ireland Act 1998 which requires the Council, in carrying out all its functions, to have due regard to the need to promote equality of opportunity;-

- between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men and women generally;
- between persons with a disability and persons without;
- between persons with dependants and persons without.

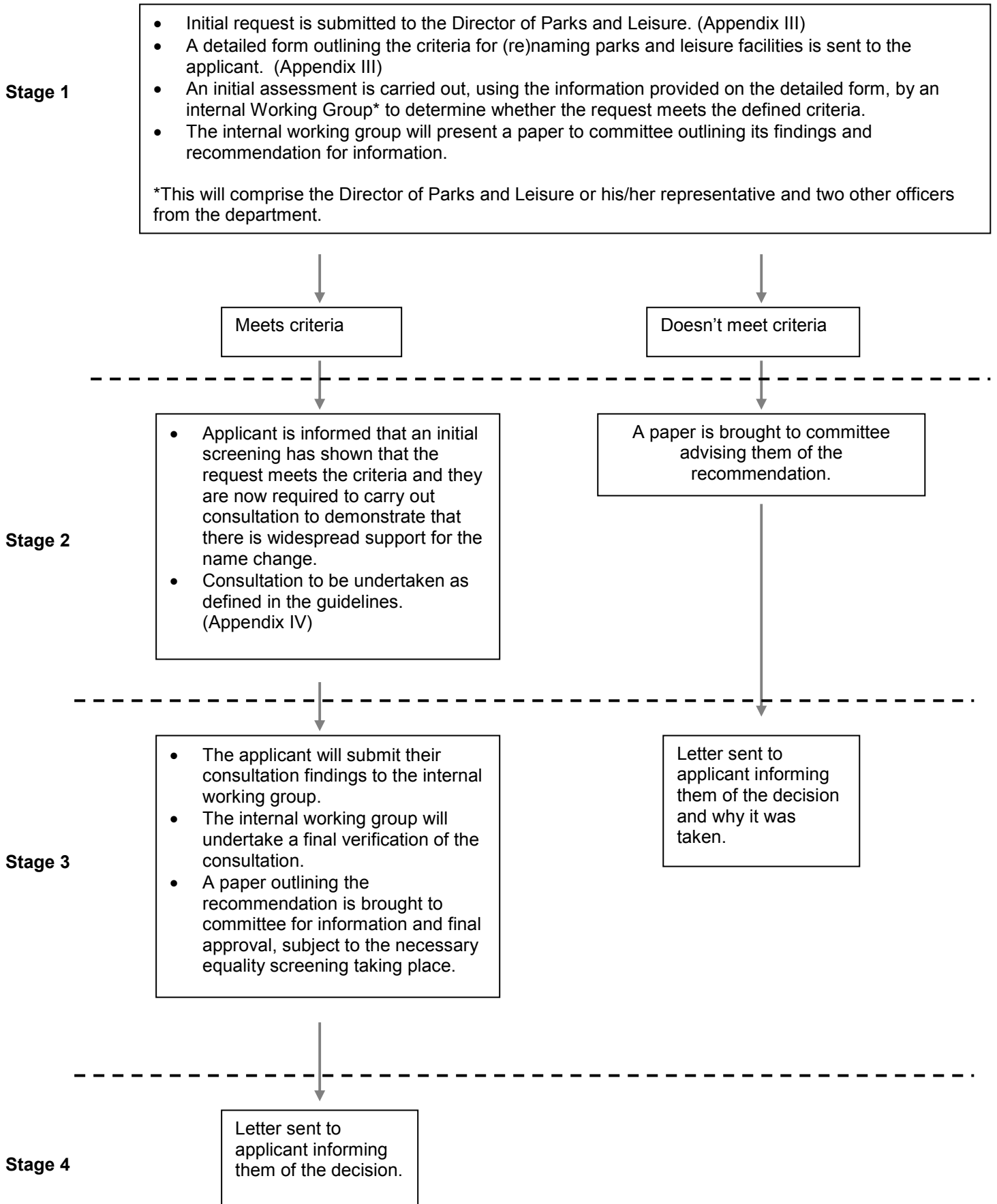
In addition, without prejudice to its obligations above, the Act requires the Council, in carrying out its functions, to have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

3) The Good Relations Plan (2007) (currently being updated)

As the democratically elected body within the city, the Council is committed to demonstrating civic leadership and working in partnership with a range of relevant public, private, voluntary and community organisations for the well-being of its citizens. To this end, the political leadership of the city endorsed the development of a ‘coalition of interest’ on good relations in the first Belfast Good Relations Plan in 2007. The plan acknowledged that social divisions in Belfast were deep-rooted and that it would require collaborative efforts from a number of agencies, both statutory and voluntary, to effect change. It outlined a vision for Belfast as a shared, peaceful, welcoming and open city.

A Shared City
Belfast is a city where every citizen knows that they belong and can participate together in the life of the city. The test of fairness and equality lies in how the city treats its weakest communities, groups and citizens.
A Peaceful City
There are real differences of aspiration and experience. Belfast is committed to change through dialogue and exclusively non-violent means, in which all views are considered. Everyone is treated fairly by the law and the law is respected by everyone.
A Welcoming City
We come from different backgrounds and traditions, each of which has a place. There is a collective responsibility to make sure there is a place in the city for identities other than our own.
An Open City
The public places of the city and its institutions should be accessible to and trusted by all of those who live and work in the city

**APPENDIX 2
(Re)naming Parks and Leisure Facilities Process**



APPENDIX 3

Stage 1: (Re)naming request guidelines

Proposed procedure and guidelines

These procedures and guidelines have been established to ensure that the (re)naming of parks and leisure facilities is approached in a consistent manner.

1.0 Initial requests for (re)naming of Parks and Leisure facilities

- All requests for the naming or renaming of a park and leisure facility shall be made in writing to the Director of Parks and Leisure Department.

1.1 Initial requests should contain the following information:

- The proposed name.
- Reasons for the proposed name.
- Written documentation indicating community support for the proposed name.
- Description / map showing location and boundaries of the park.

1.2 Detailed form for (re)naming Parks and Leisure facilities

- On verification of the initial request the Parks and Leisure Department will send out a detailed form that specifies the criteria that will have to be met if a Parks and Leisure facility is to (re)named. The proposed criteria is outlined below:

1.3 Proposed Criteria:

1.3.1 Where the request made is to memorialise a person;-

- The person must have made a “significant contribution” to the life of the area / City / or made a significant positive contribution to parks and leisure objectives within the community where the facility is located.
- The person must have lived within the locality / District Electoral Area of the Park and Leisure facility.
- The person must have been deceased for a minimum of five years.
- If the nominee is deceased then appropriate relatives or friends will be contacted asking if they approve of the request. If the relatives or friends do not approve, the naming process will not be pursued.

It is recommended that a park not be named for a living person, except in the event that the person / family have made a significant financial contribution to the improvement / development of the park or facility.

1.3.2 Where the name requested relates to a specific unique location;-

- The name should provide a sense of place, reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located.
- The name should reflect the historical significance of the area or reflects unique characteristics of the site (unique flora / fauna).

1.3.3 In ALL (re)naming cases;-

- The applicant will bear the cost of the (re)naming in terms of signs, plaques etc.
- The name, once bestowed, is permanent.

1.3.4 Names should not be considered which:

- Cause confusion due to duplication or names sounding similar to existing named facilities / locations within the City.
- Unlawfully discriminate within the meaning and scope of the provisions of Section 75, the Good Relations Plan (2007) and the Shared Future agenda.
- Are party-political in intention or use.

Existing names will not be changed without consideration of the historical significance of the existing name, the cost and impact of changing existing signs, rebuilding community recognition and updating records (i.e. letterhead, databases, and promotional materials).

All signs that indicate the name of a park and leisure facility shall comply with Belfast City Council's Parks and Leisure design standards. Specialised naming signage should not be permitted.

Each application will be considered on a case-by-case basis.

APPENDIX 4

Stage 2: Consultation guidelines

Proposed procedure and guidelines

These procedures and guidelines have been established to ensure that the (re)naming of parks and leisure facilities is approached in a consistent manner.

Consulting with users and the local community in relation to the (re)naming of parks and leisure facilities

A request to (re)name a park and leisure must be accompanied by evidence which demonstrates that there is substantial community support for the proposed name change.

This evidence must have been gathered through consultation by the applicant proposing the name change. This consultation must be resourced by the applicant and carried out to the following specification.

2.1 Communication and advertising

- The applicant will be required to demonstrate that they have undertaken sufficient advertising through a range of methods, for example newspaper advertisements, to communicate to all users, potential users and interested parties that the consultation is being undertaken.
- The applicant should ensure that all users and interested parties who reside outside the catchment area are afforded the opportunity to participate in the consultation process for example through advertisements in newspapers in adjoining areas of public meetings or focus groups.

2.2 Sample size & method

- 50% of the catchment area population of the park should be consulted. A map showing the catchment area for a park and specifying the catchment population will be produced by the Parks and Leisure Department.
- This should be carried out through the use of both quantitative and qualitative methods.
- The quantitative method should involve the use of a questionnaire which surveys at least 50% of the catchment area population. The questionnaire should ask those surveyed whether they are in favour of the name change.
- The qualitative method should involve the use of either at least 2 public meetings or a series of focus groups. These should target users, potential users and interested parties who reside both within the catchment area and outside it.
- The sample should be random.

2.3 User population / catchment area

- The recognised catchment area for users of a local park consists of communities within a 5 minute walk of the facility¹.
- A map showing the catchment area for a park and specifying the catchment population will be produced by the Parks and Leisure Department.
- Community consultation should be conducted with relevant stakeholders.
- Consultation should include, but not be limited to, nearby residences/businesses, emergency services and other statutory organisations as appropriate.

2.4 Timescales

- Sufficient time should be allowed for considered responses from all individuals/groups with an interest in the issue.
- The consultation period should be a minimum of 8 weeks and consideration should be given to holiday periods such as Christmas and Easter with more time being allowed over these periods.
- If consultation takes the form of an event consideration must be given to the date and timing of the events and its convenience to working people, parents with young children, younger people and older people.

2.5 Validation of the process

- The applicant will be required to provide contact detail of all those people involved in the consultation process. This information should be obtained with the consent of the person consulted and in such a way so as not to link them to their response.
- The council reserves the right for officers to attend all consultation events such as public meetings or focus groups.

2.6 Acceptance levels

- The applicant will have to demonstrate that 66% of the sample i.e. 50% of the catchment area population agrees with the proposed name change.
- People not returning a reply to the questionnaire will be deemed not to be in favour of the name change and a nil response recorded.

¹ National Playing Field Association Guidelines

APPENDIX 5**List of Parks and Leisure Department City, District and Country Parks**

City Parks
Botanic Gardens
Ormeau Park
District Parks
Tommy Patton
Victoria Park
Woodvale Park
Falls Park
Musgrave Park
Orangefield
Waterworks
Grove Playing Fields
Ballysillan
Country Parks
Barnett Demesne
Cavehill
Lagan Meadows
Lagan Lands East
Lady Dixon

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Fire at Grove Wellbeing Centre
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Katrina Morgan-Talbot, Acting Leisure Services Manager

Relevant Background Information

Grove Wellbeing Centre (GWC) was damaged by fire on Sunday 20 July 2008. This report will inform Members of details of the incident, extent of the damage, actions taken, length of time to return the centre to full operation, impact on staff and impact on partners of the Wellbeing Centre.

Key IssuesDetails of the incident

At approximately 6.00pm on Sunday 20 July, at which time the centre was closed to the public, the fire alarm at the GWC was triggered. Control room contacted the Centre Manager and Assistant Manager who made their way promptly to the centre. The Northern Ireland Fire and Rescue Service (NIFRS) were also alerted. NIFRS arrived on site in advance of keyholding staff and made a forced entrance to the building to extinguish the fire.

The fire, which was discovered to be in the undercroft of the building and in close proximity to electrical and water services, was smouldering when NIFRS identified the location.

The presence of potential accelerants in close proximity to the fire site suggested that the fire may have been started maliciously and the Police Service of Northern Ireland (PSNI) attended the site. Forensic examination of the site took place the following day, once the electrical and water supplies were safely isolated.

The site was secured at 11.00pm.

Observation of recorded closed circuit television (CCTV) footage indicates that five males were inside the compound and left the site prior to the fire alarm sounding. This footage was passed to PSNI at York Road.

Extent of damage

Although the fire was relatively small and dealt with quickly by NIFRS, it created smoke and soot which travelled through ventilation ducting until dampers automatically closed down. A total of 39 smoke detectors were set off and the sequence of these alarms indicates the path which the smoke took within the building. The centre's smoke removal system operated effectively.

Soot was deposited in the fitness suite, swimming pool changing area, soft-play area and management offices, rendering these areas unusable until deep cleaning was carried out by specialist contractors.

The mains water supply pipe was damaged and supply to the building was closed down. The centre's reserve tank was able to supply water over the short term for hygiene and cleaning purposes, but was not sufficient to allow showers or the swimming pool to operate.

Damage to the supply pipe also caused flooding in the ground floor area, which is designated for the bowling alley. The equipment in this area is not yet installed.

Electrical supplies were re-instated the day after the fire.

CCTV was returned to full operation on Tuesday 22 July.

Actions taken and control of the situation

Management and staff, with advice and on-site support of officers from the Project Management Unit, Facilities Management, Health and Safety and Corporate Communications acted promptly to;

- minimise the extent of damage to the building;
- ensure the safety and security of the site;
- engage cleaning teams and specialist contractors to return the centre to full operation;
- alert customers and general public of interim disruption to services; and
- alert Chief Officers and Committee Chair of the incident.

The Director of Corporate Services also visited the centre and provided an updated for all Members of Council.

Disruption to services

On Monday 21 July the café was available to the public, and the centre's multi-purpose rooms catered for 64 children who were enrolled in the Summer Scheme. No other services were available.

The swimming pool was open at 2.30pm on Wednesday 23 July.
The fitness suite was open at 10.00am on Thursday 24 July.

Impact on staff

Two members of management attended the incident on the night, no other staff were present during the fire. Staff were made aware of the incident on reporting for work. The Manager has spoken to most members of staff concerning the incident.

Impact on partners of the Wellbeing Centre

The nature of the fire meant that no services were disrupted for the partner organisations. The Manager advised the partner agencies of the detail of incident and there has been no negative impact on partner agencies.

Resource Implications

Financial

Loss adjusters have attended the site, the financial impact of the fire due to remedial work and loss of income is estimated at around £30,000.

Human Resources

None.

Recommendations

It is recommended that the content of the report is noted.

Key to Abbreviations

NIFRS – Northern Ireland Fire and Rescue Service
PSNI – Police Service of Northern Ireland
CCTV – Closed Circuit Television

Documents Attached

None.

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Whiterock Leisure Centre: Special Event Application
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Katrina Morgan-Talbot, Acting Leisure Services Manager

Relevant Background Information

Gort Na Mona Historical and Cultural Society have applied to Whiterock Leisure Centre to hold a special event in the premises. Gort Na Mona has stated they are a group based in the Upper Springfield area that researches and tells of the history of the area and the people who reside there.

Approval was granted by Members at the Parks and Leisure Committee on 8 May 2008 for this group to hold an event in June 2008 in Whiterock Leisure Centre.

Key Issues

The group has submitted a second application to hold a similar event on Saturday 20 September. Like the first event it will require bar facilities and in addition they will have a traditional band playing.

The event organisers have undertaken to provide the Occasional Licence that will be required for the event and have given assurance of full compliance with Council and statutory guidance.

Resource Implications

It is anticipated that the fee charged to Gort Na Mona Historical and Cultural Society would be approximately £720.00 plus associated staff overtime costs, in line with Council charging policy.

Recommendations

It is recommended that Members approve, subject to all statutory requirements being met:

- 1) the Gort Na Mona Historical and Cultural Society application to hire facilities at Whiterock Leisure Centre on Saturday 20 September 2008;
- 2) the request to have bar facilities at the event; and
- 3) the request to have a traditional band at the event.

Key to abbreviations

None.

Documents attached

None.

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Fitness Suite Admission Procedures
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Katrina Morgan-Talbot, Acting Leisure Services Manager

Relevant Background Information

Since Leisure Services began operating health and fitness suites there has been an inconsistent approach to screening customers prior to using the facilities. In some sites anyone of the permitted age could use our fitness facilities without any form of "health screening".

Following the Building Upgrade Programme when a single source supplier was used for all equipment in each site and since the Council employed two full time instructors in eight centres, management have been working to improve procedures to ensure a consistently high level of service delivery at all sites.

Since September 2006 all users of Belfast City Council fitness suites have been required to complete a health screening questionnaire known as a Physical Activity Readiness Questionnaire (PARQ). A customer with no identified health risks is permitted to sign a "waiver" and gain entry to the fitness suite without having direct contact with a fitness instructor. Customers who identify health risks are required to have an induction meeting with a Health and Fitness Coach who provides advice on programmes and can identify any underlying factors which may be detrimental to the customer when using the facilities.

This approach meant that many of our new customers were not given support from our qualified staff in terms of goal setting, effective exercise programmes, safe use of the equipment or benefits of our membership schemes.

Membership of our BOOST leisure card scheme has increased from around 9,000 in 2006 to almost 30,000 currently. Uptake of our direct debit membership has almost doubled, indicating that we have doubled the number of customers who use the centres twice or more each week on a long term basis. Fitness suite usage has also increased.

Key Issues

As we work to continually improve our services, a more focused procedure for access to our fitness suites is being introduced. To ensure that we provide a safe, rewarding and enjoyable experience, from September 2008 all new customers wishing to use Council fitness facilities will require an induction with a qualified member of staff, this will have the added benefits of;

- meeting a qualified member of staff to discuss current health status and suitability for exercise;
- an equipment orientation for safe and effective use;
- an agreed programme of exercise;
- programme updates and reviews;
- an opportunity to market Boost membership packages;
- an opportunity to market other centre based activities;
- providing a more customer focused fitness suit experience;
- ensuring that regular exercise becomes part of a healthy lifestyle; and
- ensuring that all health and safety procedures are explained

The right to waiver the induction will no longer be an option for new customers. Current users, who have already completed a screening questionnaire, will continue to be permitted entry on production of their existing membership card.

This approach reflects best practice in the leisure industry. It is intended to undertake as many inductions as possible when new customers arrive at our centres however there will be occasions when a qualified fitness instructor will not be available to assist with an induction. A bookings and appointment system has been set up to ensure that new customers can arrange for an induction with minimum waiting times in these circumstances.

A public awareness campaign through City Matters, Council website and centre specific posters and will make current and potential customers aware of the new procedure.

Resource Implications

Financial

There are no financial implications with the introduction of this process.

Human Resources

Reception staff will make bookings for inductions as part of their duties. Health and fitness coaches with the support of other staff qualified as fitness coaches will carry out inductions as part of their duties.

Recommendations

It is recommended that Members note the content of the report and recognise that on occasion, new customers will not be given access to our fitness suites until they have followed the induction process.

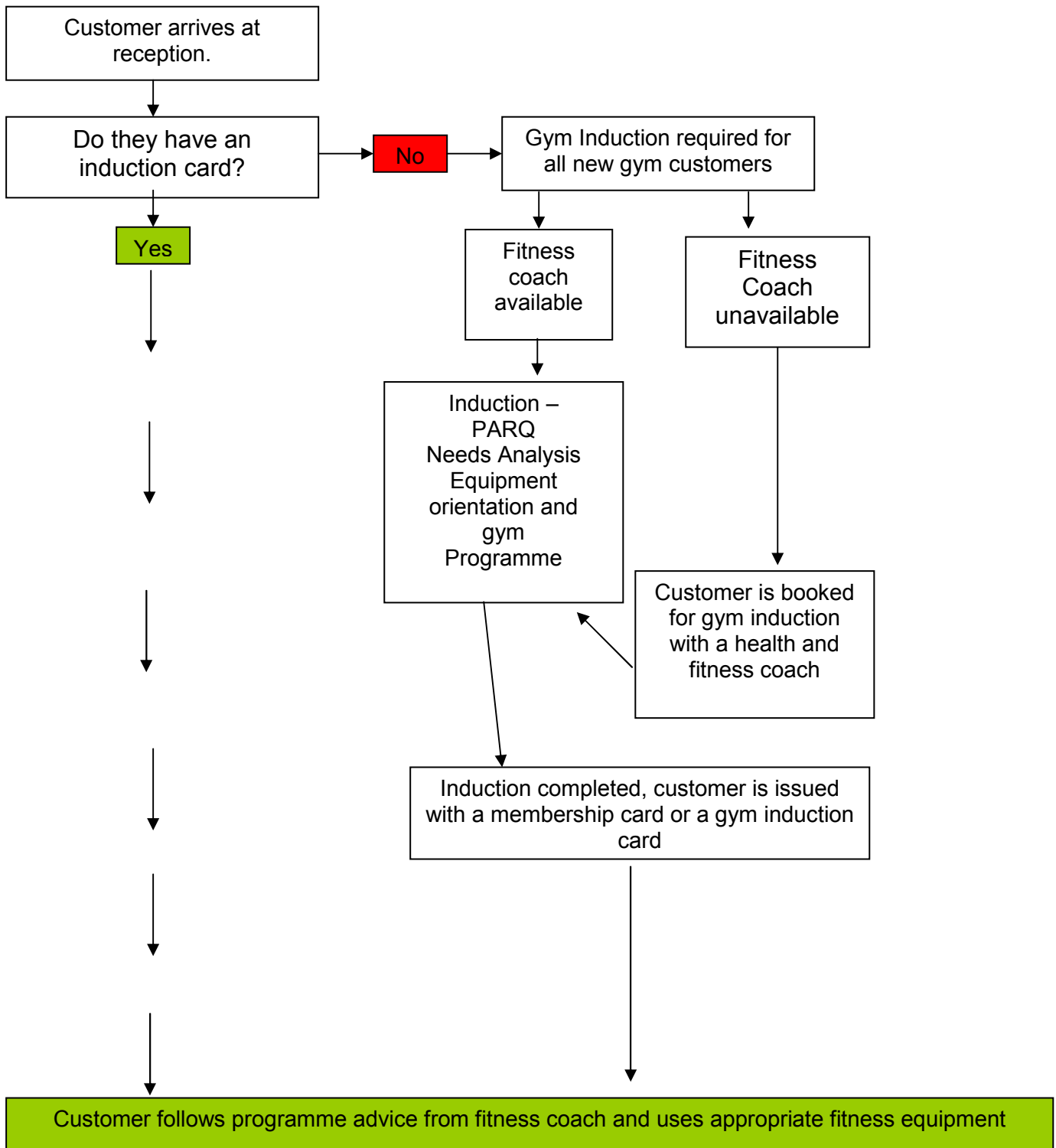
Key to Abbreviations

PARQ – Physical Activity Readiness Questionnaire
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Documents Attached

Appendix 1. Flow chart of fitness suite induction process

Access control for fitness suite users



**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Elite Facilities Programme Update
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Katrina Morgan-Talbot, Acting Leisure Services Manager

Relevant Background Information

As part of the preparations for, and the legacy of, the London 2012 Olympic and Paralympic Games, Sport NI is coordinating a bidding process for sports facilities which could attract up to 75% capital funding. Facilities to benefit from this funding must be capable of accommodating elite training and major events.

On 16 January 2007, the Community & Recreation Committee agreed:

- to submit an expression of interest for a velodrome facility, capable of accommodating indoor cycling, basketball, fencing, volleyball and table tennis; and
- that the location for the velodrome would be the Alderman Thomas Patton Memorial Park.

On 13 February 2007, the Community & Recreation Committee agreed that, subject to the funding application being successful, the East Belfast leisure centre be integrated with the velodrome

The decision to apply for funding for a velodrome followed a visit to the National Cycling Centre in Manchester by Councillors Campbell, McCann, Mullaghan, Rodgers and officers (Mervyn Elder, Philip Lucas and Phil Kelly).

Subsequently, at the Community and Recreation Committee of 20 March 2007, Members agreed that the proposed velodrome bid should include cycling, fencing, table tennis and volleyball accommodation to elite level and basketball at a competitive but not elite level.

The Committee is further reminded that the Parks and Cemeteries Sub-committee at its meeting in June 2006 agreed to make a submission in respect of an upgrading of the Mary Peters Track. At its meeting in March 2007 the Sub-committee agreed that the application would be in respect of an indoor high performance athletics area to accommodate all of the track and field events and that the upgrading of the Mary Peters Track to 8 lanes would be put forward for inclusion in the Council's Capital Programme subject to the Gateway process.

The timetable for the funding competition was:

- 30 March 2007: closing date for receipt of applications
- September 2007: announcement of shortlist
- January 2008: closing date for stage 2 applications
- April 2008: announcement of preferred bidders
- March 2010: facilities operational

On 14 September 2007, Belfast City Council was advised that it had been successful at stage one of the Elite Facilities Programme in relation to all aspects of the bids, that is, the velodrome (indoor cycling, volleyball, fencing and table tennis) and Mary Peters Track (upgrade track to 8 lanes and provide an indoor high performance athletics facility). Therefore the Council would be invited to proceed to the second stage of this bidding competition.

Key Issues

The above timeline has changed significantly as the Council only received formal notification of the terms and initiation of the Stage Two process in July 2008. Consequently the operational deadline has been removed and there are now no restrictions on this.

The stage two application which includes an outline business case and RIBA Stage A-C needs to be submitted by 4pm on 28 November 2008 for assessment by Sports NI, the Department of Culture and Leisure and the Department of Finance and Personnel. This will take approximately 20 weeks.

The Community and Recreation Committee meeting of 27 February 2007 gave authority to officers to seek external assistance in preparation for Stage Two of the Elite Facilities Programme.

On 11 October 2007, the Parks & Leisure Committee:

- agreed that the Council proceed to Stage Two of the Elite Facilities Programme bidding competition;
- approved the required expenditure to do so, in terms of preparing our bid to the required standard; and

- approved recommending to the Strategic Policy & Resources Committee that the necessary 25% match funding be included within the draft capital programme and subjected to the Gateway process, as appropriate.

Given the timescales involved work has commenced on the preparation of Stage Two bids. However, given the resources required for preparation of the bid and the potential impact on the Capital Programme a further report will be presented to the appropriate Committee in September.

Resource Implications

A more detailed report will be presented to Members at the September Committee.

Recommendations

It is recommended that Members note the contents of this report.

Key to abbreviations

RIBA

Documents attached

None.

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Belfast Sewer Project
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure Services
Contact Officer:	Stephen Walker, Principal Parks and Cemeteries Development Manager

Relevant Background Information

The Committee is reminded that at its meeting on 16 June 2008 it received a report outlining proposals from NI Water in respect of the ongoing Belfast Sewer Project. A copy of the report is appended for the convenience of Members. The report highlighted that NI Water had advised that the original approach, to drill underground was no longer viable owing to rock composition. Consequently, NI Water advised that owing to technical, financial and time constraints it was necessary to use open trench excavation rather than underground drilling.

The Committee expressed concerns at the new proposal and highlighted the detrimental impact on both the playing fields at Ormeau Park and also the Golf Club, which would have to close for the duration of the work. Members instructed Officers to engage with NI Water to ascertain whether all options had been considered.

In the intervening time, officers from Parks and Cemeteries Service and the Estates Management Unit have met with representatives from NI Water and their Engineering Consultants. The concerns of the Committee were expressed together with the view that the Council's preferred option would be for the less intrusive underground drilling.

NI Water was receptive to the concerns and undertook to further review the options. It was clear that the open trench methodology was also not NI Water's preferred approach. NI Water has now reviewed the approach to be adopted together with consultants and contractors and have proposed an alternative solution which reverts to the previous method of underground tunnelling. The main elements of the method are:

- Drive tunnel at shallower depth in the 'upper boulder layer' along the original route (tunnel will be around 6m depth as opposed to 9m depth in original proposal). This will reduce the risk of hitting a boulder.
- The tunnel diameter will be 1.95m.

- The existing shafts will have to be modified but this will not affect the golf course or Ormeau park.
- The tunnel equipment will be modified to help deal with small boulders.
- Any boulders encountered will be removed by surface excavation.
- Preparatory work will commence in September 2008 with tunnelling starting at the beginning of October 2008. Tunnelling in Ormeau Park and the Golf Club will take eight months to complete.

NI Water has met with representatives of the Golf Club and reached agreement on this approach. The Director has also confirmed with the Golf club that they are now content with the proposed method.

Key Issues

The Committee is asked to note the following key points.

1. NI Water has reverted to the original proposal of underground drilling, with drilling taking place at a lesser depth in an attempt to avoid larger boulders;
2. NI Water has cautioned that open trench excavation may still be necessary if large boulders are encountered although they have assessed this possibility as low risk;
3. NI Water requests that the Council grant its approval to enter its property and undertake the appropriate works to complete this element of the Belfast Sewers Project;
4. An appropriate agreement will be drawn up on behalf of Parks and Cemeteries by the Estates Management Unit and the Director of Legal Services.

Resource Implications

Financial

This work will be undertaken by NI Water including reinstatement and appropriate compensation to the Council and the Golf Club.

Human Resources

This project will require Officer time in the drafting of the legal agreement and monitoring of progress of the scheme plus reinstatement.

Asset and Other Implications

It is hoped that through the use of the less intrusive underground drilling that the impact on the asset will be minimised.

Recommendations

<p>The Committee is asked to note the contents of the report and approve the request to permit access to NI Water for the purposes of completing this element of the Belfast Sewer Project, authorise Officers to enter into discussions with NI Water with a view to drafting an appropriate legal agreement as outlined above.</p>
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Key to Abbreviations

<p>None.</p>

Documents Attached

<p>Appendix 1: Committee Report 16 June 2008 – Belfast Sewer Project.</p>

**Belfast City Council**

Report to:	Parks & Leisure Committee
Subject:	Belfast Sewer Scheme – Impact on Ormeau Park
Date:	16 June 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Ken Anderson, Estates Surveyor, Core Improvement Team

Relevant Background Information

The 'Belfast Sewers Stormwater Management Works Project', more commonly known as the Belfast Sewers Project (BSP), has now been underway since late 2006. The Project is aimed, among other things, at reducing the risk of flooding in inner and central Belfast due to storm water surges. The work is being carried out under NI Water's statutory powers which provide authority to carry out works on privately owned lands.

As part of the scheme NI Water have opted to lay extensive pipework across Council owned lands at the Gasworks and at Ormeau Park (including Ormeau Golf Club). The entire operation was to have been carried out by sinking a limited number of deep shafts on Council land with installation of the actual pipework being conducted underground using a variety of different technologies. The choice of machinery to be used for pipe installation was dependant upon pipe size and depth.

While the works at the Gasworks are proceeding as planned, NI Water's contractor (morgan=est Farrans) has encountered problems within Ormeau Park and the Golf Course. Members may be aware of the situation as reported in the local media.

The pre-contract geological investigations failed to detect the presence of a substantial number of large boulders along the proposed route. In view of the presence of these boulders the proposed technology for pipe installation, at a depth of 10 metres, has been rendered ineffective. Consequently the contractor has conducted an appraisal of alternative technologies and methods for delivery of the Project at Ormeau Park and the Golf Course.

We received a definitive position from NI Water on 28 May regarding their preferred way forward. The options laid out in their appraisal were:

- Option 1. Deeper and larger bore tunnel.
- Option 2. Shallower tunnel, with tunnel size as originally planned.
- Option 3. Open Trench Excavation to allow pipe installation at shallower depth than originally planned (with pipe size as originally planned).
- Option 4. Part installation as per Option 2 and Part as per Option 3.
- Option 5. Larger bore tunnel at planned depth.

NI Water has identified a series of risks associated with each option. Of particular risk in relation to Options 1, 2, 4 and 5, is if machine failure should occur the recovery of the machine from the tunnel can only be achieved by sinking a suitable shaft from surface level at whatever location the machine failure occurs. These interventions are by their nature unpredictable in terms of frequency and location.

The contractor's (and NI Water's) preferred Option is the Open Trench technique (Option 3 above). This minimises risk of delay and increased costs but is potentially the most disruptive to Ormeau Park and the Golf Club. On the basis of this Option the contractor envisages commencement of site preparation in September 2008 with completion of pipe laying in April 2009. The contractor intends that reinstatement would be carried out on a rolling basis between February and the end of June 2009.

In terms of the remaining options, Option 5 appears to carry the least risk of unpredictable disruptions to the Park and Golf Course but is likely to cause greater delays and increased costs to NI Water. Our latest indication from NI Water is that option 5, would result in a delay of approximately 12 months with additional cost implications of up to £10m. Although the range is from £3 -10m. Additional information has been requested.

To date there has been no face to face meeting with NI water on this latest development. It is intended to hold the meeting shortly after the Committee meeting.

Officers have met with representatives from the Golf Club. Discussions have indicated that the Club members are opposed to such an approach. The Club believe that the main consideration of NI Water is cost and that a more effective and less intrusive approach could be undertaken.

Key Issues

The Committee is asked to note the following key points:

1. The Belfast Sewers Project is a major scheme aimed at reducing the risk of storm flooding in inner Belfast and the city centre. NI Water is installing new sewers using their statutory powers to carry out such

- works on private lands (this includes Council owned lands);
2. NI Water is unable to proceed with the planned method of sewer pipe installation at Ormeau Park (including at the Ozone/Tennis Centre) and at Ormeau Golf Club (leased by the Council on a thirty year lease to the Trustees of Ormeau Golf Club);
 3. A series of alternative methods of sewer installation have been put forward by NI Water and their contractor. Their preferred option is to install new sewers by 'Open Trench' excavation (option 3);
 4. The 'Open Trench' Option is the least likely to result in time and cost overruns for NI Water but will be much more disruptive to Council property and the Golf Course than the original proposal;
 5. Additional information regarding the implications of each option;
 6. Officers are seeking a further meeting with representatives from the Golf Club.

Resource Implications

Financial

The work will have financial implications. NI Water's preferred construction method (i.e. 'Open Trench') will result in temporary loss of revenue receipts from pitch bookings at Ormeau (one soccer pitch, one rugby pitch and one all weather pitch). However additional costs, or lost revenue, incurred by the Council as a result from the sewer installation works can be included in any claim for compensation which the Council may make to NI Water. It will be necessary to establish the extent and nature of the disruption. The greatest impact will be in respect of the Golf Club's finances. Compensation in this matter will be between the Club and NI Water.

Human Resources

There are no additional Human Resource implications at this time.

Asset and Other Implications

NI Water's preferred option will be much more disruptive to Ormeau Park than the technique originally proposed.

Recommendations

It is recommended that,

1. Note the contents of this report;
2. Agree that Officers meet with NI Water to highlight Council concerns and explore the options more fully and report back to the next meeting of the Committee.

Key to Abbreviations

BSP – Belfast Sewers Stormwater Management Project
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Documents Attached

- | | |
|------------|--|
| Appendix 1 | Copy of letter received from Council's consultants RPS Consulting Engineers. |
| Appendix 2 | Map showing approximate route of proposed open trench (coloured blue) through Ormeau Park and Ormeau Golf Course. The Park area is shaded green and the Golf Course shaded yellow. |

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Victoria Park
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Robert Scott, Conservation and Promotion Manager Stephen Walker, Principal Parks and Cemeteries Development Manager

Relevant Background Information

The Committee will be aware of the development and growth of the Belfast City Airport. These developments are of course to be welcomed from the point of view of economic growth and wealth creation.

It should be noted that some local residents are increasingly expressing their concerns at the growth of the airport and the impact on community health and the environment. These are important issues but are largely outside the remit of the Parks and Cemeteries Service.

However, the growth of the airport is having an increasing impact on Victoria Park. Members will be aware of the public safety zone which includes a large park of the Park and which limits development. There are two main issues for Parks and Cemeteries Service at this time.

1. Egg Culling

The authorities at the City Airport have had concerns for a number of years over the increasing greylag goose population at Victoria Park and the potential threat of bird strikes on aircraft. This concern reflects the shift away from propeller based aircraft to jet engined aircraft. The authorities at City Airport regard this as a public safety issue and have been active in leading measures to control the number of birds in the flight path. Birdstrikes can cause damage to aircraft and, in the worst case scenario, have the potential to cause a serious accident. The Civil Aviation Authority has issued guidelines, CAP 772, Birdstrike Risk Management for Aerodromes, on this matter. This document provides guidance for airport operators in establishing and maintaining an effective Bird Control Management Plan (BCMP), including the measures necessary to assess the birdstrike risk at airports, and the identification of appropriate action to minimise that risk.

The Belfast City Airport authorities applied for and were granted an annual licence from Environment Heritage Service (EHS) under the Wildlife Order permitting the Airport authorities to prick goose eggs to control goose numbers. The Airport still requires permission from the landowners (i.e. Belfast City Council) to carry out the control measures. The Airport authorities approached the Council in 2001 and permission was given verbally for this control to take place for three seasons. In 2005 they again contacted the Council and were asked to put their request in writing. This they did and written permission was granted for them to proceed for a further three years by the then Head of Parks and Amenities. This was seen as an operational decision at the time.

Following a further approach in April 2008 by the airport authorities to the Council to continue this control the process has come to the attention of the general public and the media, and has resulted in much press interest and comment. Members may be aware that there was a public meeting in June 2008 at which grave concern was expressed in relation to this matter.

Members are asked to note that the control process is carried out by the City Airport under licence from EHS, and it is the responsibility of the EHS to ensure that the conditions of the licence are fulfilled. However, Officers recognise that the Council also has a social responsibility in this matter and that a more controlled process is required.

2. Tree Cover

The Committee is asked to note that Officers have come into possession of a report commissioned by the City Airport Authorities in regards to tree cover within Victoria Park. This technical report states that trees within Victoria Park have been identified as obstacles within the various safety zones for the airport. The report calls for a proactively managed target tree environment at Belfast City Airport in accordance with the requirements of the Civil Aviation authority.

Officers from the Council have not been consulted in regards to the recommendations of the report.

The Committee is asked to note that a copy of this report has been received and will be discussed with City of Belfast Airport Authorities.

Key Issues

The Committee is asked to note the following points:

1. Belfast City Airport has experienced significant growth which contributes to the economic well being of the region;
2. there are wider issues and concerns associated with this growth in terms of the impact on the health and wellbeing of the local community and on the environment;
3. Airport authorities have identified bird strikes as a potential public safety issue and have engaged in egg culling for the past number of years

- under licence from EHS; the airport wishes to continue this practice and are seeking Council approval to enter Council land;
4. The airport has further commissioned a report which identifies trees in Victoria Park as a potential public safety issue and are seeking to proactively manage tree cover in the Park;

It is proposed that discussions be held with the Airport to establish both the need for the management of the bird and tree populations in Victoria Park; to establish the extent of this management; and to establish an agreed protocol and framework within which management can take place.

Resource Implications

Financial

There are no financial implications for Belfast City Council. Belfast City Airport has been financing the control of goose numbers and will pay for the suggested tree pruning, removal, thinning and all replanting.

Human Resources

While this does not require additional staff, it is time consuming and diverts Officer time from other duties.

Asset and Other Implications

The proposed measures may have a significant impact on the natural environment of the Park.

Recommendations

It is recommended that the Committee note the contents of the report; and agree that Officers meet with Airport Authorities as outlined in the report and that a further report be brought to Committee no later than October 2008 on this matter.

Key to Abbreviations

EHS: Environment and Heritage Service.
BCMP: Bird Control Management Plan

Documents Attached

None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Management of Playgrounds
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Fiona Holdsworth, Principal Parks and Cemeteries Services Manager

<p>Relevant Background Information</p> <p>The Council manages and maintains 76 outdoor equipped playgrounds which include 2 purpose built multi-purpose sports areas (see Appendix 1).</p> <p>The Committee is asked to note that since 2005/06 with the allocation of additional funding, a planned refurbishment programme has enabled the provision of high quality play facilities. However, this investment has further highlighted the need to review the inspection and maintenance regimes for the playgrounds. In 2007, the Parks Section commissioned a Play Safety Consultant from the Child Accident Prevention Trust (CAPT) to review current management practices to enable resources to be targeted more efficiently and effectively.</p> <p>This report will examine the findings and make proposals which will improve the overall effectiveness of the play function.</p>
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<p>Key Issues</p> <p>The Committee is asked to note the following key points:</p> <p><u>Playground Inspections</u></p> <p>The playgrounds are currently inspected on a daily basis by seven Playground Teams comprising 24 staff who are required to:</p> <ul style="list-style-type: none"> • undertake visual and operational inspections of play equipment, surfacing and infrastructure • remove litter and broken glass • complete a daily inspection sheet for each playground which records
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remedial tasks completed and identifies any defects and action required.

In essence, 76 sheets are created each day which are forwarded to the Parks Managers to generate work orders for repairs to be undertaken by Facilities Management. The Playground Teams are required to record on the daily inspection sheets when repairs have been completed and the Parks Managers are responsible for authorising payment to Facilities Management for completed works.

Proposed Changes to Current Practice

The CAPT report concluded that the system is too thorough to be achievable and had a tendency to generate paper rather than action. The Teams spend time completing forms and recording outstanding defects every day rather than concentrating on site cleanliness such as removal of broken glass etc. which is one of the major sources of public liability claims. The report recommended that inspections should be undertaken in accordance with the European Standard EN1176 which, although not mandatory, is in line with good health and safety work practice. It has the status of a British Standard and similar to the recommendations of BS 5696 which it replaced in 1999 (see Appendix 2 – excerpt from EN1176). The new inspection regime would entail:

- daily inspections reduced to visual inspections with priority given to identifying and remedying vandalism and broken glass;
- report forms simplified to record remedial action taken;
- report forms reduced to one per week on which there is a section for each day (help reduce administrative workload considerably);
- managers analysing the reports and classifying the playgrounds into three categories so that operational savings could be obtained:
 - 'high problem' – to be inspected every day
 - 'low problem' – to be inspected every week
 - 'intermediate problem' – to be inspected two or three times per week with possible targeting at problem days such as weekends;
- a system of operational inspections being instituted and undertaken by trained playground inspectors at three-monthly intervals except where significant deterioration is evident from the reports;
- the operational and the annual inspections would use a similar system of prioritisation so that they would both act as learning tools and control measures for each other.

To reduce the array of problems with the current playground repairs and to complement the above, it is proposed that regular meetings are undertaken with Facilities Management as a means of quality assurance.

Legal Opinion

To guide Officers as to the implications of changing the frequency of inspections, a meeting has taken place with Legal Services. The legal opinion would advocate that a system of daily inspections as recommended in the report should continue but the report form should also record that a visual inspection of each item of equipment etc has taken place. It was recommended that a risk assessment should be undertaken and documented for each playground as a means of determining if the inspection frequency needed to be increased.

A legal opinion has been sought on the authenticity of electronic data capture to replace the current paper based inspection recording system. It was felt that an electronic system was acceptable provided that the data was non-editable and documentary evidence of inspections could be produced for litigation purposes. It is proposed to introduce a play management database which will need to be developed and hand held computers will also be required to capture data on the playground inspections.

Resource Implications

Financial

The cost of design and development of a computerised Play Management System is estimated to be £35,000 (excluding training) and each hand held computer for recording inspections would cost £2,500. An accurate costing will be obtained when the requirements of the system have been fully identified and this will be reported to Committee at a later stage. There should however be efficiencies achieved in the targeting of resources more effectively at remedying vandalism, improving playground safety and thereby reducing litigation costs.

Human Resources

The introduction of a computerised Play Management System will reduce the administrative workload for officers and help streamline processing of work orders and retrieval of information for litigation purposes.

Asset and Other Implications

Through the implementation of a robust and rigorous playground inspection and maintenance system, the quality of play facilities will improve.

Recommendations

The Committee is asked to:

- note the content of the report and the attached appendices;
- approve the revised playground inspection regime as outlined above; and
- agree to the introduction of a Play Management System subject to further approval of the total cost.

Key to abbreviations

None.

Documents attached

Appendix 1: List of playgrounds. Appendix 2: Extract from European Standard EN1176

Appendix 1: List of Playgrounds

North Belfast

Alexandra Playground
Alexandra Lower Playground
Alloa Street Playground
Ardoyne Community Centre
Playground
Ardoyne 'Pitch & Mitch'
Ballysillan Playground
Blackmountain Playground
Browns Square Playground
Carrick Hill Playground
Castleton Playground
Cave Hill Adventurous Playground
Dover Street Playground
Duncairn Playground
Finlay Playground
Glenbank Playground
Glencairn Playground
Grove Playground
Hammer Playground
Highfield Playground
Ligoniel Playground
Loughside Playground
Marrowbone Junior Playground
Marrowbone Senior Playground
Michelle Baird Playground
Navarra Playground
New Lodge Playground
North Queen Street Playground
Northwood Playground
Ohio Street Playground
Queen Mary's Playground
The Mount
Tyndale Playground
Westlands Playground
Woodvale Playground
Zoo Playground
Alderman Tommy Patton Playground
Avoniel Playground
Ballymacarrett Playground
Belmont Playground
Bridge End Playground
Cherryvale Playground

Clarawood Playground
Clara Street Playground
Dr. Pitt Playground
Grampian Avenue Playground
Knocknagoney Playground
Mountforde Playground
Orangefield Playground
Ormeau 2000 Playground
Ormeau Playground
Skippers Playground
Stewart Street Playground
Victoria Playground

South West Belfast

Balfour Avenue Playground
Barnetts Playground
Blythefield Playground
Botanic Playground
Carnanmore Playground
Drumglass Playground
Dunville Playground
Falls Playground
Geeragh Playground
Glassmullin Playground
Horn Drive Playground
Lemberg Street Playground
McClure Street Playground
Moyard Playground
Northlink Playground
Nubia Street Playground
Olympia Playground
Rev. Robert Bradford Playground
Sir Thomas & Lady Dixon
Playground
Springhill Playground
Taughmonagh Playground
Wedderburn Playground
Whiterock Playground

Appendix 2: Excerpt from EN1176 'Playground Equipment'

Section "7.6 *Inspection and Maintenance*" of the Standard recommends three types of inspection:

1. ROUTINE VISUAL INSPECTION

The purpose of this is to "*enable the identification of obvious hazards that can result from vandalism, use, or weather conditions, e.g. the hazards can take the form of broken parts or broken bottles*".

The Standard suggests that daily inspections "*can be necessary*" where the playgrounds are "*subject to heavy use or vandalism*".

The implication of this is that daily inspections may not be necessary in all playgrounds. The consultant would suggest that, where there is no evidence or expectation of vandalism, weekly inspections are the minimum acceptable.

2. OPERATIONAL INSPECTION

This is a more detailed inspection to check "*the operation and stability of equipment, especially for any wear*".

The Standard recommends that these be carried out "*every 1 to 3 months*".

The Consultant suggests that for the majority of Belfast's playgrounds, a quarterly operational inspection would be sufficient to meet the recommendation of BS EN 1176.

3. ANNUAL MAIN INSPECTION

This is to establish "*the overall level of safety of equipment, foundations and surfaces*".

The Standard recommends that the annual inspection be carried out by "*competent persons*".

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Belfast in Bloom
Date:	14 August 2008
Reporting Officer:	Fiona Holdsworth, Principal Parks and Cemeteries Services Manager
Contact Officer:	Reg Maxwell, Area Manager

Relevant Background Information

The Belfast in Bloom project has been developed by the Parks and Cemeteries Section over the last 14 years, the objectives being to make Belfast a cleaner and more attractive city, to encourage inward investment and to increase tourism. It falls within the wider Ulster in Bloom initiative which is celebrating its 30th birthday and the wider United Kingdom scheme Britain in Bloom. While a considerable emphasis is placed on flowers, the project's aims are wider and look at improving the landscape generally through, for example, the removal of graffiti and the reduction or elimination of litter. The Parks and Cemeteries Section would, therefore, acknowledge the support received from colleagues in the Health and Environmental Services Department.

Each year, competitions are organised for the commercial and community sectors with categories for Best Hanging Basket, Window Box, Front Garden, Community Street, Hotel, Public House, Restaurant, Commercial Street and Commercial Premises. Awards are made at a formal presentation ceremony which is well attended and receives substantial media coverage.

Belfast Council has a number of partners who support the project – the Department for Regional Development Roads Service, the Department for Social Development - Belfast Regeneration, City Centre Management, Belfast Chamber of Trade and the Northern Ireland Housing Executive. The bulk of the Council's contribution is from the "Brighter Belfast" programme which this year amounted to £50k, some 50% of the overall expenditure.

In September 2007 at the Award Ceremony of Ulster in Bloom, Belfast won the award for the 'Best City' category and was nominated for the first time ever to represent Northern Ireland in the Britain in Bloom competition 2008 (judged on 7 August).

At the 2007 awards, the Northern Ireland Tourist Board representative stated:

'Who would have thought back in 1979 that Ulster in Bloom would become so popular, or that Northern Ireland would be named as a 'must see' destination by the world's leading travel publication, Lonely Planet? This competition has a central role to play in making Northern Ireland such an attractive destination and significantly adds to the visitor experience.'

Key Issues

The 'In Bloom' initiative is a major project for improving the City on a number of fronts and contributes significantly towards meeting the council's objectives. It is, however, entering a critical period.

The key issues that face the initiative now are

- The 'Brighter Belfast' programme funding contribution may end or, at best, be substantially reduced from its current level of £50,000. If withdrawn in full, this will lead to at least a 50% reduction in the available funding.
- Two of the key officers involved with the project will have left within the next 18 months.
- The tightening economy and the increased competition for sponsorship.

The flower baskets are planted and grown by Parks staff and the placing out and maintenance of them is outsourced. Owing to the increase in the amount of floral displays requested a tender exercise is required for the placing out and maintenance service.

Resource Implications

Financial

The value of the tender is £30K to £35K per annum and the evaluation criteria for awarding the contract is:

- price
- previous experience
- ability to meet timescales
- contract management skills including liaison with Council representatives.

Human and Asset

Consideration must be given to the future capacity issues that have been identified

Recommendations

The Committee is asked to

- note the success of Belfast in winning the Ulster in Bloom, Best City award and its subsequent nomination to the 2008 Britain in Bloom competition, representing Northern Ireland, for the first time ever.
- agree in principle to the continuation of Belfast in Bloom and to the Council's leading role
- approve the undertaking of a strategic review of the Belfast in Bloom initiative, which will include:
 - an assessment of how the project may be expanded to improve all aspects of the environment including litter, graffiti, fly-posting etc.
 - an assessment of the quality, quantity, type and location of plantings to maximise impact.
 - an assessment of how the project may be funded including what opportunities exist for profitable partnerships within the City and how these may be developed to continue to improve its image.
- approve the above tender exercise and authorise the Director of Parks and Leisure to award the tender following evaluation using the agreed criteria.

Key to Abbreviations

None.

Documents Attached

None.

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Invasive Water Lily at Waterworks
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Robert Scott, Conservation and Promotion Manager Stephen Walker, Principal Parks and Cemeteries Development Manager

Relevant Background Information

In 2007 Officers from the Environment Heritage Service (EHS) identified a water lily present in the upper pond of the Waterworks as being the 'Fringed Water Lily'. This species is not native to Ireland and has almost certainly been introduced to the pond at some stage by individuals unknown. It is classed as an invasive species, which means that it grows very quickly and at present covers large areas of the upper pond. If it is permitted to grow unchecked it will eventually choke the entire pond.

Members may be aware that the upper pond of the Waterworks has been used for fishing by the group 'Families at the Waterworks' for several years and currently the water lily is making fishing difficult if not impossible from some of the fishing stands.

Officers from the Parks and Cemeteries Service have been in consultation with Environment Heritage Service (EHS) and Water Quality unit of EHS with regards to remedial action to remove the water lily.

There are two options:

- Option 1: 'mechanical removal' but this is generally considered to be counterproductive as it would leave fragments behind which would re-grow and could result in the lily being spread more quickly.
- Option 2: to spray the lily with an appropriate herbicide. As the Waterworks is part of a water system, any such proposal must be passed by the Water Quality Unit. Notwithstanding the necessary approvals, there is the risk of a small scale loss of fish stock as a result of spraying.

Officers have met with the relevant authorities and have agreed a proposed programme of spraying. It is intended that if spraying goes ahead that the 'Families of the Waterworks' will be advised of the possible loss of fish stock and a proactive press release will be issued to counter any possible adverse publicity.

Key Issues

The Committee is asked to note that:

1. there is an invasive species of water lily in the upper pond of the water works;
2. if unchecked the water lily will cover the entire pond;
3. remedial action is required;
4. discussions with EHS has concluded with a proposed programme of spraying to eradicate the water lily;
5. owing to the use of herbicides there is a risk of loss of fish in the pond;
6. there has been and will continue to be ongoing discussions with the users of the park and in particular the fishermen;
7. there may be some negative publicity as a result of the proposed action;
8. officers will seek to manage the publicity surrounding the spraying.

Resource Implications

Financial

There will be a cost for training staff in spraying, and for the cost of herbicide and sprayer.

Human Resources

There are no additional human resource implications.

Asset and Other Implications

This work will enable the pond to continue to be used for fishing.

Recommendations

It is recommended that the Committee approve the course of action as outlined in this report.

Key to Abbreviations

EHS – Environment and Heritage Service

Documents Attached

None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Feedback Report on Woodvale Park beacon event and cultural celebration on 11 July
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officers:	Laura Hamill, Antisocial Behaviour Coordinator David Robinson, Good Relations Officer

Purpose of the Report

The purpose of this report is to update Members with regard to the Woodvale Park beacon pilot and cultural celebration on 11 July.

Relevant Background Information

Members will be aware of the ongoing work of the Council led Bonfire Management Programme. The programme is currently into year 2 of the current 3 year programme. The continuation of the programme, which is subject to an annual review, was agreed by Council at its meeting in December 2007 (B 142).

Woodvale and Cambrai Youth and Community Association have been active participants on the programme for a number of years. In 2007 they were involved in the design of the Bonfire Beacon structure with a view to developing an alternative to the traditional 11 July bonfire. They are also active participants, along with Friends of Woodvale Park, in developing actions as part of the Antisocial Behaviour Pilot programme.

This Committee granted approval, at the May meeting, for the Woodvale Community to hold 11 July celebrations in Woodvale Park to launch the bonfire beacon. This proposal was based on the use of a bonfire beacon, which has been tested and proven to cause no damage to the ground surface – as opposed to a traditional bonfire.

Key Issues

The Beacon structure represented an alternative to the annual traditional bonfires which happen in Woodvale. In previous years, up to five small bonfires had been burned on the roads in and around the streets of Woodvale. For this reason this proposal in itself had the support of the Fire and Roads Services. The beacon structure itself was designed by young people from the Woodvale area and had been tested extensively in partnership with RPS Consultant Engineers and FireSERT at the University of Ulster.

The development of the Beacon also has the support of the inter-agency group who assist the Council with the Bonfire Management Programme. The Northern Ireland Fire and Rescue Service, the Police Service for Northern Ireland (PSNI), Department of Regional Development (Roads Service), Northern Ireland Office, Northern Ireland Housing Executive, Environment and Heritage Service and the Community Relations Unit of OFM/DFM have all supported developments thus far.

Planning meetings took place in the run up to the event between the Woodvale Community, Northern Ireland Fire Service, PSNI and BCC Parks, BCC Cleansing, Good Relations and Antisocial Behaviour Pilot Programme. The proposed event aimed to:

- bring the community together into the Park for a positive community experience;
- make a massive contribution to eliminating antisocial behaviour from the park over the twelfth period.
- make a major contribution towards developing a wider understanding and respect for cultural diversity within the City and beyond.

The event took place as planned and was attended by upwards of 2,500 of the local Woodvale Community. Up to 50 trained local people stewarded the event and the entries to the park. The Council's park rangers supported the event operationally tying in with the stewards on the night itself. There was an alcohol ban for the event and the local community cleaned up the park afterwards. The park was vacated by 1.00am. A photograph taken at the celebrations is attached for information at Appendix 1.

There were no reports of any incident in relation to this event, with the PSNI in fact congratulating all involved on the good work done in delivering the event. There are plans to hold an evaluation session involving the Woodvale Community and all partner organisations on 18 August at Woodvale Community Centre and plans are also being made to explore the possibility of making a presentation about the event and the success of the beacon to the Good Relations Panel at Stormont.

Resource Implications

Financial

No additional financial implications - current approved budgets support the initiative.

Human Resources

Continued Antisocial Behaviour and Good Relations staff engagement with the Woodvale Community in any follow up evaluation sessions and issues involving antisocial behaviour.

Recommendations

Members are asked to note the contents of this report.

Key to abbreviations

PSNI: Police Service for Northern Ireland
OFM/DFM: Office of the First Minister and Deputy First Minister

Documents attached

Appendix 1: photograph of Woodvale Celebrations

APPENDIX 1



**Belfast City Council**

Report to:	Parks and Leisure Services Committee
Subject:	Intention to Seek Tenders for Procurement of Goods and Services
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure Services
Contact Officer:	Agnes McNulty, Parks Services Support Manager Stephen Walker, Principal Parks and Cemeteries Development Manager

Relevant Background Information

The Committee is asked to note that the Parks and Cemeteries Service has identified the need to invite tenders in respect of the procurement of goods and services for 1 year with the option to renew annually for a further 2 years in respect of the following:

- the supply and delivery of trees
- the provision of children's activities and entertainment
- the supply and delivery of play equipment and surfacing
- the installation of play equipment and surfacing including groundworks
- the provision of floral decorations

Key Issues

The Committee is asked to note that the tenders will be evaluated on the following criteria where applicable:

1. cost;
2. technical capacity/capability;
3. quality or range of product/service;
4. previous experience;
5. delivery; and
6. ability to work in partnership and environmental management

Resource Implications

<p><u>Financial</u></p>

<p>The cost of these contracts has been provided for within the revenue estimates as outlined below.</p>
--

Category	Indicative Costs/Annum
trees	£100k
children's entertainment	£67k
play equipment and surfacing	£400k
installation of play equipment and surfacing including groundworks	£200k
floral decorations	£55k

<p><u>Human Resources</u></p>

<p>There are no additional human resource implications</p>
--

<p><u>Asset and Other Implications</u></p>
--

<p>The procurement of the above goods and services will support the delivery of high quality open space in the city.</p>
--

Recommendations

<p>The Committee is asked to approve the above tendering exercises and to authorise the Director of Parks and Leisure to award the tenders following evaluation using the agreed criteria.</p>
--

Key to Abbreviations

<p>None.</p>

Documents Attached

<p>None.</p>

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Support for Sport Large and Small Development and Hospitality Grants
Date:	14 August 2008
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Claire Moraghan, Support for Sport Development Officer

Relevant Background Information

To recommend appropriate levels of support for bids received through the Support for Sport scheme.

Members will be aware that delegated authority was given to the Director of Parks and Leisure for development applications requesting up to £1,000. The Director also has delegated authority to approve applications for hospitality.

The small development applications (delegated authority, June and July) are listed in Appendix 1 and 2 and the large development grants (£5,000) are listed in Appendix 3. The hospitality grants are listed in Appendix 4.

The assessment of the large development grants is a comprehensive process against a range of criteria which takes into account all aspects of the club and scoring on;

- the club's development plan;
- how the club's plan links to the sports governing body's plan;
- the sustainability of the initiative; and
- how it contributes to creating a healthy city, promoting good relations and improving services to children and young people.

Detailed applications are held in the Parks and Leisure Department and can be forwarded to Members on request.

A copy of each application will be available at Committee.

Resource Implications				
<u>Financial</u>				
The table below indicates the amounts allocated from the 2007/2008 budget.				
Area	Total available	Allocated to date	Proposed allocation for July 2008	Remaining
Large Development	£ 60,000	£0	£60,000	£0
Development 08/09 (June/July)	£120,000	£38,070	£ 9,118 (June) £10,900 (July)	£61,912
Hospitality (08/09)	£ 31,000	£18,431	£ 850	£11,719
Key Issues				

Recommendations
<p>It is recommended that Members:</p> <ul style="list-style-type: none"> • note the content of this report with regard to Support for Sport small development applications and hospitality applications; and • approve the 12 recommendations made by the Director for large development grants.

Documents Attached
<p>Table of Recommendations Appendix 1: Small Development Applications Table 25 May – 24th June 2008 Appendix 2: Small Development Applications Table 25 June -24 July 2008. Appendix 3: Large Development Applications Appendix 4: Hospitality Applications June/July 2008</p>

Appendix 1: Support for Sport Applications received from 25 May – 24 June 2008

ID	Club / Organisation	Activity Details	Running Costs	Amount Requested	Recommendation & Reason	Letter Details	Amount Awarded
D-179-09	St. Patrick's FC	Try-it Event to promote the club in the area and to bring in specialist coaches.	£1440	£1000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching Costs: £840 Facility Hire: £300 Pamphlets/Flyers: £100 Medal/Trophies: £93 Total: £1,333 → 75% = £1,000	£1000
D-180-09	Sirocco Youth	Kick Start & Equipment Grant	£1680	£1,000 + £250 Equipment Grant	Support Provision of support up to a maximum of £210 representing not more than 75% of all eligible costs	Facility Hire: £1,153 Certificates: £180 Total: £1,333 → 75% = £1,000 + Equipment Grant: £250	£1,000 + £250 Equipment Grant
D-181-09	Leander ASC	Coach Education – Club Coach, Swim Tutors & Child Protection	£2,600	£1,000	Support Provision of support up to a maximum of £1000 representing not more than 75% of all eligible costs	Coaching Training: £1,333 Total: £1,333 → 75% = £1,000	£1,000
D-182-09	St. Brigid's GAC	Summer Scheme Hurley Coaching in partnership 18-22 August (Afternoon)	£1,600	£1,000	Support Provision of support up to a maximum of £563 representing not more than 75% of all eligible costs Equipment & Vouchers/clothing not eligible	Coaching Costs: £750 Total: £750 → 75% = £563 Ineligible Costs: Sports Bag & Hurley Balls/equipment	£563

Appendix 1: Support for Sport Applications received from 25 May – 24 June 2008

D-183-09	St. Brigid's GAC	Summer Scheme Football Coaching in partnership 18-22 August (Morning)	£2,000	£1,000	Support Provision of Support up to a maximum of £900 representing not more than 75% of all eligible costs Equipment & Vouchers/clothing not eligible	Coaching Costs: £750 Facility Hire: £200 Printing brochures/posters £150 Hire of Toilets: £100 Total: £1200 → 75% = £900 Ineligible Costs: Sports Bag & equipment	£900
D-184-09	Immaculata FC	Try-it Event to recruit new members for their junior teams & Coach Education- Level 1 IFA for 9 coaches	£3415	£1,000	Support Provision of Support up to a maximum of £1,000 representing not more than 75% of all eligible costs Juice & Snacks not eligible	Coaching Costs:£667 Coach Training Costs: £666 Total: £1,333 → 75% = £1,000 Ineligible costs Juice & Snacks	£1,000
D-185-09	NI Youth Climbing Team	Try-it Event & Tournament – over 5 months to establish a climbing ladder at the Indoor Tennis Arena	£1,850	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Facility Hire: £200 Route Setting;£1,133 Total: £1,333 → 75% = £1,000	£1,000
D-186-09	Feile An Phobail	A Sports Festival – Soccer school during West Belfast Festival	£4,290	£1,000	Do Not Support This event is taking place in Lisburn City Council Area	Deferred for further Information No Letter at this stage	-
D-187-09	St. Columbas Senior Badminton Club	Development Event – to bring in a fitness coach to improve levels of fitness amongst the players.	£900	£675	Support Provision of Support up to a maximum of £675 not representing more than 75% of all eligible costs	Fitness Coaching Costs: £900 Total: £900 → 75% = £675	£675

Appendix 1: Support for Sport Applications received from 25 May – 24 June 2008

D-188-09	Instonians Cricket Club	Sports Festival – Cricket coaching programme throughout August for boys & girls 7-11 years. Aiming to establish a girls section	£1,620	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching Costs: £1,333 Total: £1,333 → 75% = £1,000	£1,000	
D-189-09	Albert Street Community Centre	Kick Start – the promotion of Wellness classes for older people in Falls LC. + Equipment Grant	£1680	£480 + £250 Equipment Grant	Support Provision of Support up to a maximum of £480 not representing more than 75% of all eligible costs + £250 Equipment Grant	Coaching Costs: £640 Total: £640 → 75% = £480 + Equipment Grant: £250 Total: £730	£480 + £250 Equipment Grant	
Total Amount Allocated This Month			Total Amount Allocated To Date					
£9,118			£ 38,070					

Appendix 2 Support for Sport Development Applications 25 June - 24 July

ID	Club / Organisation	Activity Details	Running Costs	Amount Requested	Recommendation & Reason	Letter Details	Amount Awarded
D-190/09	Immaculate Boxing Club	Try-it Event for Male & Female boxers 10-18 yrs 12th – 28 th August	£1,655	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching Costs: £1333 Total: £1,333 → 75% = £1,000	£1,000
D-191/09	Indian Community Centre	Try-it Event to encourage Indian youths to join local cricket clubs August 08	£1410	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs + £250 Equipment Grant	Coaching Costs: £1,000 Facility Hire: £333 Total: £1,333 → 75% = £1,000 + £250 Equipment Grant	£1,000 + £250 Equipment Grant
D-192/09	Ardoyne Camogie Club	Try-it Event September 08 To increase profile of Camogie & bring new members to club	£1,500	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs Details of coaching qualifications to be completed	Coaching Costs: £833 Facility Hire: £400 First Aid: £100 Total: £1,333 → 75% = £1,000	£1,000
D-193/09	Pearses GAC – Hurling	Try-it Event for Hurling to increase profile of the sport and to attract new members aged 8-18yrs commencing August 08	£1,200	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs + £250 Equipment	Coaching Costs: £933 Facility Hire: £300 First Aid: £100 Total: £1,333 → 75% = £1,000 + £250 Equipment Grant	£1,000

Appendix 2 Support for Sport Development Applications 25 June - 24 July

					Grant		
D-194/09	Ardoyne GAC	Try-it Event & Competition in Sept 08	£1,800	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching Costs: £833 Facility Hire: £400 First Aid: £100 Total: £1,333 → 75% = £1,000	£1,000
D-195/09	Cairde Bheann Mhadagain				Do Not Support – School based programme through parent teachers asso. Not eligible to apply		-
D-196/09	Patrick Pearse GAC	Series of coaching days, development games & mini-competitions	£1,650	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching Costs: £983 Facility Hire: £300 First Aid: £100 Total: £1,333 → 75% = £1,000	£1,000
D-197/09	Hosford House Mission	Homeless Soccer Competition			Do Not Support Not a constituted group – have been advised to apply through a third party i.e. Ballymac Friendship Group		-
198/09	Linfield FC	New Mini-soccer School at The Dub from Sept 08 including a nutritional programme for 6-9 year olds	£3,375	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching Costs: £667 Facility Hire: £668 Total: £1,333 → 75% = £1,000 + £250 Equipment Grant	£1,000 + £250 Equipment Grant

Appendix 2 Support for Sport Development Applications 25 June - 24 July

199/09	Linfield FC	Equipment Grant	£250		Do Not Support Club already have 200+ members in this section – it is not a new section		-
200/09	Templemore ASC	Sport Festival - As part of it's 25 th Anniversary they wish to host a Swimathon with various relays between high profile clubs – i.e. Glentoran vs Linfield, Ulster Rugby vs Belfast Giants	£3,000	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching Costs: £625 Life Guard Costs: £625 Facility Hire: £83 Total: £1,333 → 75% = £1,000	£1,000
201/09	Cumann Spoir an Phobail	Kick Start Grant & Coach Training To establish a new club in Ballymurphy area & train up coaches	£3,520	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs + an equipment Grant	First Aid Training Costs: £440 IFA Grass Roots: £200 Facility Hire: £693 Total: £1,333 → 75% = £1,000 Offer subject to submission of organisations Constitution	£1,000
202/09	Concorde After Schools & Youth Club	Try-it Event for Dance & Fitness Sessions	£1350	£1,000	Support Provision of Support up to a maximum of £1000 not representing more than 75% of all eligible costs + an equipment Grant	Coaching Costs: £1,170 Medals/Certificates: £163 Total: £1,333 → 75% = £1,000	£1,000

Appendix 2 Support for Sport Development Applications 25 June - 24 July

203/09	New Santos FC	Coach Training Qualifications	£700	£400	Support Provision of Support up to a maximum of £400 not representing more than 75% of all eligible costs + an equipment Grant	Coach Education Costs: £533 Total: £533 → 75% = £400	£400
Total Amount Allocated This Month					Total Amount Allocated To Date		
£10,900					£48,970		

Appendix 3						
LARGE DEVELOPMENT GRANTS SCORING						
CLUB NAME	REF #	SCORE	RANK	RECOMMENDATION	AMOUNT	COMMENTS
Donegal Celtic FC	DL-05/09	78%		Support	£5,000	Specialist coaching support for current coaches up to UEFA "A" and encouraging new coaches through the ranks in a coach mentoring programme maintaining a strong link with the community
Holy Trinity ABC	DL-16/09	76%		Support	£5,000	"Fighting Fit" Community Outreach Programme. Focusing on skill development, participation, community safety/relations/sport & health and well being. Working in partnership with local schools, Intervention project & Monkstown ABC
Belfast United Women's FC	DL-01/09	62%		Support	£5,000	Get Involved, Get Playing, Get Fit - Schools Initiative targeting girls aged 7-14 years. A cross-community coaching programme linking to the club for long-term athlete development with focus on nutrition.
Cathal Brugha ASC	DL-02/09	43%		Do Not Support		Early learners Section (Learn to Swim) targeting 5-12 year olds who can't swim and teach them and bring them into the club once they have swimming skills.
NI Youth Climbing Team	DL-03/09	85%		Support	£5,000	The development of partnerships with 4 local schools to establish climbing clubs. To include training for 8 teachers and the establishment of a School climbing competition. To take place at Indoor Tennis Arena and include nutrition & injury presentations.
City of Belfast ASC	DL-04/09	50%		Do Not Support		To establish a fast track swim scheme at Avoniel & Campbell. Targeting 10-13 year olds bringing them up to ASA level 10 and filtering them into the club.

Cliftonville Community Centre FC	DL-06/09	DNS		Do Not Support		Not Eligible - Not Affiliated to Governing Body Pre-Application form not submitted
Loughside FC	DL-07/09	60%		Support	£5,000	Coach Education & Mentoring. Training 12 local coaches to work within the club to include a mentoring programme with professional coaches from England & Scotland
Junior Belfast Giants Hockey Club	DL-08/09	42%		Do Not Support		Refresher courses for coaching staff including umpiring, child protection & first aid courses.
LARGE DEVELOPMENT GRANTS SCORING						
CLUB NAME	REF #	SCORE	RANK	RECOMMENDATION	AMOUNT	COMMENTS
Immaculata Boxing Club	DL-10/09	30%		Do Not Support		Girls in Boxing Programme - to pay for female coach over 2 years
Leander ASC	DL-11/09	50%		Do Not Support		Lactate Training & Support relating to Sport Sciences
Dance Starz	DL-12/09	DNS		Do Not Support		Incomplete Application - No Club Development plan, no constitution, No Governing Body Plan, no back account details
Belfast Fencing Club	DL-13/09	DNS		Do Not Support		Not Eligible - Club running costs, project commenced in 2007
CIYMS Tennis	DL-14/09	38%		Do Not Support		Tennis development programme for existing coaches & establishment of "Cardio Tennis" & "Play & Stay"
Instonians RFC	DL-15/09	66%		Support	£5,000	Instonians Coach Mentoring & Development Plan focusing on Long Term Athlete Development (LTAD)
Willowbank FC	DL-17/09	37%		Do Not Support		Coach Education programme & 12 week coaching initiative
112th Old Boys Taughmonagh	DL-18/09	39%		Do Not Support		Creation of a Soccer Academy with matches against teams from other communities and an Easter Cross-community programme
Santos FC	DL-19/09	DNS		Do Not Support		
NI Women's Private Greens Bowling Asso.	DL-20/09	DNS		Do Not Support		Governing Body - Not eligible to Apply

Cliftonville Football Development Centre	DL-21/09	69%		Support	£5,000	Specialist Coaching & Sport Science support programme. Including strength, conditioning, nutrition and psychology
LARGE DEVELOPMENT GRANTS SCORING						
CLUB NAME	REF #	SCORE	RANK	RECOMMENDATION	AMOUNT	COMMENTS
Glentoran Football Academy	DL-23/09	DNS		Do Not Support		Incomplete Application Form
Linfield Youth Academy	DL-24/09	57%		Support	£5,000	Linfield Youth Academy- coach mentoring enhancing lifeskills & sharing good practice with overseas clubs in UK & Europe. Focusing on lifestyle choices, drug/alcohol awareness & crime diversion
Belfast Bishnu Gosh Competition Club	DL-25/09	DNS		Do Not Support		Not Eligible - Initiative is club running costs
Instonians Cricket Club	DL-26/09	57%		Support	£5,000	Provision of winter coaching programme followed by summer initiatives in partnership with local schools. Including coach mentoring workshops and 20/20 U17 cricket festival.
Albertville Harriers Athletics Club	DL-27/09	DNS		Do Not Support		Incomplete Application Form - No development plan, constitution, letter of support from GB, no child protection policy/equity statement
Bredagh GAC	DL-28/09	DNS		Do Not Support		Application ineligible - majority of funds for equipment which is not eligible
Newhill FC	DL-29/09	30%		Do Not support		Mini Soccer Development Academy providing coaching from children aged 7-11 years.
Civil Service NI Cricket Club	DL-30/09	69%		Support	£5,000	Creation of a cricket academy for primary schools
O'Donnell's GAC	DL-31/09	DNS		Do Not support		In complete application form - no up to date club development plan, no governing body plan, on accounts
St. Oliver Plunkett FC	DL-32/09	57%		Support	£5,000	Establish grassroots soccer centre for 5-10 year olds & obtain accreditation for New National League
				Total:	£12,000	

Appendix 3

LARGE DEVELOPMENT GRANTS SCORING						
CLUB NAME	REF #	SCORE	RANK	RECOMMENDATION	AMOUNT	COMMENTS
Donegal Celtic FC	DL-05/09	78%	1	Support	£5,000	Specialist coaching support for current coaches up to UEFA "A" and encouraging new coaches through the ranks in a coach mentoring programme maintaining a strong link with the community
Holy Trinity ABC	DL-16/09	76%	2	Support	£5,000	"Fighting Fit" Community Outreach Programme. Focusing on skill development, participation, community safety/relations/sport & health and well being. Working in partnership with local schools, Intervention project & Monkstown ABC
NI Youth Climbing Team	DL-03/09	85%	3	Support	£5,000	The development of partnerships with 4 local schools to establish climbing clubs. To include training for 8 teachers and the establishment of a School climbing competition. To take place at Indoor Tennis Arena and include nutrition & injury presentations.
Civil Service NI Cricket Club	DL-30/09	69%	4	Support	£5,000	Creation of a cricket academy for primary schools
Cliftonville Football Development Centre	DL-21/09	69%	4	Support	£5,000	Specialist Coaching & Sport Science support programme. Including strength, conditioning, nutrition and psychology
Instonians RFC	DL-15/09	66%	6	Support	£5,000	Instonians Coach Mentoring & Development Plan focusing on Long Term Athlete Development (LTAD)
Immaculata FC	DL-22/09	63%	7	Support	£5,000	Immaculata in the Community. Coach Education and Volunteer retention. The training of local coaches to deliver a wide range of initiatives including a school out reach programme and seasonal football camps

Appendix 3 - Large Development Grants (£5,000) July 2008

Belfast United Women's FC	DL-01/09	62%	8	Support	£5,000	Get Involved, Get Playing, Get Fit - Schools Initiative targeting girls aged 7-14 years. A cross-community coaching programme linking to the club for long-term athlete development with focus on
Loughside FC	DL-07/09	60%	9	Support	£5,000	Coach Education & Mentoring. Training 12 local coaches to work within the club to include a mentoring programme with professional coaches from England & Scotland
LARGE DEVELOPMENT GRANTS SCORING						
CLUB NAME	REF #	SCORE	RANK	RECOMMENDATION	AMOUNT	COMMENTS
Linfield Youth Academy	DL-24/09	57%	10	Support	£5,000	Linfield Youth Academy- coach mentoring enhancing lifeskills & sharing good practice with overseas clubs in UK & Europe. Focusing on lifestyle choices, drug/alcohol awareness & crime diversion
Instonians Cricket Club	DL-26/09	57%	10	Support	£5,000	Provision of winter coaching programme followed by summer initiatives in partnership with local schools. Including coach mentoring workshops and 20/20 U17 cricket festival.
St. Oliver Plunkett FC	DL-32/09	57%	10	Support	£5,000	Establish grassroots soccer centre for 5-10 year olds & obtain accreditation for New National League
City of Belfast ASC	DL-04/09	50%		Do Not Support		To establish a fast track swim scheme at Avoniel & Campbell. Targeting 10-13 year olds bringing them up to ASA level 10 and filtering them into the club.
Leander ASC	DL-11/09	50%		Do Not Support		Lactate Training & Support relating to Sport Sciences
Cathal Brugha ASC	DL-02/09	43%		Do Not Support		Early learners Section (Learn to Swim) targeting 5-12 year olds who can't swim and teach them and bring them into the club once they have swimming skills.
Junior Belfast Giants Hockey Club	DL-08/09	42%		Do Not Support		Refresher courses for coaching staff including umpiring, child protection & first aid courses.

Appendix 3 - Large Development Grants (£5,000) July 2008

112th Old Boys Taughmonagh	DL-18/09	39%		Do Not Support		Creation of a Soccer Academy with matches against teams from other communities and an Easter Cross-community programme
CIYMS Tennis	DL-14/09	38%		Do Not Support		Tennis development programme for existing coaches & establishment of "Cardio Tennis" & "Play & Stay"
Willowbank FC	DL-17/09	37%		Do Not Support		Coach Education programme & 12 week coaching initiative
Immaculata Boxing Club	DL-10/09	30%		Do Not Support		Girls in Boxing Programme - to pay for female coach over 2 years
Newhill FC	DL-29/09	30%		Do Not support		Mini Soccer Development Academy providing coaching from children aged 7-11 years.
Cliftonville Community Centre FC	DL-06/09	DNS		Do Not Support		Not Eligible - Not Affiliated to Governing Body Pre-Application form not submitted
Willowbank FC	DL-17/09	37%		Do Not Support		Coach Education programme & 12 week coaching initiative
LARGE DEVELOPMENT GRANTS SCORING						
CLUB NAME	REF #	SCORE	RANK	RECOMMENDATION	AMOUNT	COMMENTS
Belfast Fencing Club	DL-13/09	DNS		Do Not Support		Not Eligible - Club running costs, project commenced in 2007
Santos FC	DL-19/09	DNS		Do Not Support		
NI Women's Private Greens Bowling Asso.	DL-20/09	DNS		Do Not Support		Governing Body - Not eligible to Apply
Glentoran Football Academy	DL-23/09	DNS		Do Not Support		Incomplete Application Form
Belfast Bishnu Gosh Competition Club	DL-25/09	DNS		Do Not Support		Not Eligible - Initiative is club running costs
Albertville Harriers Athletics Club	DL-27/09	DNS		Do Not Support		Incomplete Application Form - No development plan, constitution, letter of support from GB, no child protection policy/equity statement
Bredagh GAC	DL-28/09	DNS		Do Not Support		Application ineligible - majority of funds for equipment which is not eligible

Appendix 3 - Large Development Grants (£5,000) July 2008

O'Donnell's GAC	DL-31/09	DNS		Do Not support		In complete application form - no up to date club development plan, no governing body plan, on accounts
Crusaders FC	DL-32/09	DNS		Do Not Support		Project commences in August 08 & is duplication of previous application that was funded in April 08. Second phase of funding was for review of club governance i.e. club development plan which is ineligible.
				Total:	£12,000	

Appendix 4 Hospitality Support for Sport June/July 2008

AREA	ORGANISER / EVENT	REF.	EVENT DATE	SUMMARY	RECOMMENDATION	REASON
Hospitality	Crusaders FC	D-23/09	19 th July	Hosting Ayr United FC for Pre-Season Friendly	Offer Support of £350	70 guests @ £5 per head
Hospitality	Linfield FC	D-24/09	15 th /16 th July	Hosting Dynamo Zagreb (Croatia) for Pre-Season Friendly	Offer Support of £300	60 Guests @ £5 per head
Hospitality	Albert Foundary Bowling Club	D-25/09	20 th September	Hosting Hawthorne Bowling Club (Glasgow)	Offer support of £200	40 Guests @ £5 per head
Total Amount Allocated This Month				Total Amount Allocated To Date		
£850				£18,431		