

Document Pack

**Committee and Members' Services Section
Chief Executive's Department
Belfast City Council
City Hall
Belfast
BT1 5GS**



9th October, 2009

MEETING OF PARKS AND LEISURE COMMITTEE

Dear Councillor,

The above-named Committee will meet in the Lavery Room (Room G05), City Hall on Thursday, 15th October, 2009 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
 - Minutes of the meeting of 10th September
2. Strategic Review of Leisure (Pages 1 - 4)
3. Connswater Community Greenway- Public Paths Creation Orders (Pages 5 - 18)
4. Update on Acquisition of Lands for Burials (Pages 19 - 22)
5. Peace and Reconciliation Action Plan (Pages 23 - 26)
6. Musgrave Park Car Parking (Pages 27 - 32)
7. Watch This Space Project (Pages 33 - 38)
8. Update on Refurbishment of Woodvale and Dunville Parks (Pages 39 - 42)

9. Parks Events Small Grants Scheme (Pages 43 - 48)
10. Update on Mountain Tea House at Zoo (Pages 49 - 52)
11. Tender for the Procurement of Supplies and Services for Parks and Cemeteries Service (Pages 53 - 54)
12. Synthetic Cricket Wicket at City of Belfast Playing Fields (Pages 55 - 62)
13. Tender for the Provision of Maintenance and Small Civil Engineering Works (Pages 63 - 64)
14. Update on Digitisation of Cemeteries Records Project (Pages 65 - 68)
15. Siting of Memorial in Botanic Gardens (Pages 69 - 70)
16. Conditions of Hire for Leisure Centres (Pages 71 - 72)
17. Replacement of Pool Cover and Associated Mechanism at Andersonstown Leisure Centre (Pages 73 - 74)
18. Tender for the Repair and Maintenance of Fitness Equipment (Pages 75 - 76)
19. Support for Sport (Pages 77 - 84)



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Update on Strategic Review of Leisure
Date:	15 October 2009
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Emer Boyle, Policy and Business Development Manager Elaine Black, Policy and Business Development Officer

Purpose of Report

The purpose of this report is to:

- (i) update Members on the progress to date on the Strategic Review of Leisure;
- (ii) seek Committee approval to proceed with setting up a Members' 'Challenge Workshop' to which all Members of the Council will be invited in order to discuss the key issues emerging from the review to date and to seek Member input prior to the next stage.

Relevant Background Information

On 13 November 2008 the Parks and Leisure Committee considered the following proposed approach for undertaking a Strategic review of Leisure:

Proposed approach & original timeframe	
Nov 08	<i>Stage 1</i> Visioning / scenario planning consultation
Dec 08 – Jan 09	<i>Stage 2</i> Internal & external audit
Jan09 - March 09	<i>Stage 3</i> Commission research & pre-consultation
April 09 - May 09	<i>Stage 4</i> Develop the strategy
June 09 - Sep 09	<i>Stage 5</i> Commission consultation on draft strategy
Oct 09 - Dec 09	<i>Stage 6</i> Develop final strategy

In December 2008 the Committee agreed the approach on the basis that the review made extensive use of existing council work in the areas of research, data collection and “on the ground” expertise in conjunction with any additional external expertise which may be needed.

Following a period of in-depth inter-departmental research and data collection, a small discrete piece of work was issued as a quotation in July 2009 - to collate, analyse and challenge the information and data gathered at stages 1 and 2 of the process and to confirm priorities and raise relevant issues prior to moving to the next stage of the review – the strategy development.

Strategic Leisure Limited (SLL) consultants were appointed in August 2009 and have been analysing the information provided by the council alongside external and their own benchmarking information.

Current Position

In early September SLL facilitated an inter-departmental ‘Challenge Workshop’ for council officers (who had been nominated through COMT) and including senior officers within Parks and Leisure.

An initial draft report has been received from SLL however further analysis is required on the key issues arising from the desk-top research before the final draft report is issued for Members’ review.

The process has reached the stage where it would now be timely to hold a Members’ ‘Challenge Workshop’ for Members to challenge, debate and discuss the research findings and recommendations for going forward.

The confidential findings of the report will be shared with Members as part of the ‘Challenge Workshop’ process and the consultants will facilitate the discussion around the key issues. The research is focusing on strategic fit; gaps and options. It considers facility management, staff and resources, service provision, leisure development, grant aid and outreach services along with all the facilities with leisure provision onsite – leisure centres, pavilions and community centres, council-owned, private facilities and those owned by other providers.

Once this stage of the process is complete officers will be developing an appropriate consultation and engagement approach (working with the whole organisation) to explore the findings and fully develop a way forward as part of the formation of the draft strategy.

Key Issues

- **Engagement of Members**

The report is highlighting wider strategic council issues which would merit debate and discussion at an expanded workshop for all Members. In addition it is likely that party group briefings will take place following the ‘Challenge Workshop’ and these are not likely to have the external consultants in attendance.

▪ **Confidential nature of the report**

The research report will be highlighting issues which are likely to have an impact on future leisure provision including facilities management, staffing, service provision, leisure development, grant aid and outreach work across parks and leisure and other council facilities. It is essential that awareness is given to the fact that the report contents are sensitive and should remain confidential through the discussion stage.

Resource Implications

Financial

The Members' 'Challenge Workshop will cost approximately £950.00 and can be funded through the departmental revenue allocation for the review.

Human Resources

Ongoing support from the policy and business development team.

Recommendations

The Committee is asked to;

- (i) note the progress update in the report; and
- (ii) agree to a Members' 'Challenge Workshop' to which all Members of Council will be invited in order to discuss the key headlines emerging from the desk top research in stage 3 of the review..

Decision Tracking

Ongoing update reports will be provided to Members on a quarterly basis by the Policy and Business Development Manager.

Abbreviations

SLL Strategic Leisure Limited

Appendices

None.

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Connswater Community Greenway
Date:	15 October 2009
Reporting Officer:	Ciaran Quigley, Director of Legal Services
Reporting Officer:	Colin Campbell, Principal Solicitors, Legal Services

Purpose of Report

To seek the Committee's recommendation to the Council to make nine Public Path Creation Orders under the Access to the Countryside (NI) Order 1983 in respect of the Connswater Greenway Project.

Relevant Background Information

The Committee at its meeting on 13 March 2008 agreed to provide £4.2M capital funding to the Connswater Greenway Project, and agreed to the engagement of officers in relation to the scheme. This included the land assembly necessary for the Greenway being led by the Director of Legal Services with the support of the Estates Team.

At its meeting on 11 June 2009 the Committee endorsed a proposal to utilise the provisions of the Access to the Countryside legislation to secure elements of the critical path for the scheme.

Key Issues

The Council's Estates Officers have been undertaking negotiations with landowners to secure the route for the Connswater Greenway Project.

It has not been possible to secure the acquisition of some portions of land, due either to the ownership being unknown, or to negotiations having broken down with the landowner. Negotiations may have broken down due to the landowner's reluctance to sell to the land, or due to them asking for an excessive price.

The strategy agreed by the Committee for dealing with areas of land such as these is to use the Access to the Countryside legislation to secure the Greenway critical path along those areas which have proved problematic to acquire. This legislation is suitable in the context that the purpose of the scheme is to connect inner urban areas with the rural hinterland.

Following on from the Committee's endorsement of the strategy, officers have identified nine stretches of land over which it is proposed to make Public Path Creation Orders. Officers have undertaken the required statutory consultation in respect of these areas of land and no objections have been forthcoming, although there is some apparatus belonging to Statutory Undertakers along some of the routes. The proposed orders will therefore include a section protecting the Undertakers' rights to maintain their apparatus.

The nine maps attached to the report show the areas over which it is proposed to make the Public Path Creation Orders.

Under the Access to the Countryside (NI) Order 1983, the orders require to be made by resolution of full Council.

The Committee is therefore being asked to recommend to Council that the orders be made.

Once the orders are made at Council there are a number of advertisement requirements to be completed with a four week objection period during which members of the public or other interested parties can object to the making of the orders.

If these objections have substance, then the Department of the Environment has the power to convene a tribunal to adjudicate in relation to them.

These orders are essential to the success of the Greenway Scheme as it is very important that the whole of the critical path of the scheme is acquired before the project construction contract is awarded.

The Committee may be asked to endorse further orders in the future should difficulties arise in respect of further areas of land.

The Committee should also note that officers have identified a further area at Orby Drive where a Public Path Creation Order would be desirable. The local residents have, however, indicated very strong objection to this order on the basis that they feel that it could lead to anti social behaviour. Officers are therefore convening a number of meetings with local residents in order to allow them to express their fears and to allow officers to discuss possible solutions with them. It is therefore possible that endorsement of a Public Path Creation Order over that area will be sought at a future meeting, but this depends on the outcome of these negotiations.

Resource Implications

The Connswater Greenway budget has been agreed at £4.2M capital expenditure to support the project, and Legal and Estates officers are currently engaged in land acquisitions. Adoption of the Access to the Countryside approach is not likely to involve any further Council resources.

Recommendations

The Committee is asked to recommend to Council that Council makes nine Public Path Creation Orders under the Access to the Countryside (NI) Order 1983 over those areas of land outlined on the maps attached.
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Decision Tracking

The Director of Legal Services will be responsible for ensuring that the Orders are subsequently confirmed as necessary.
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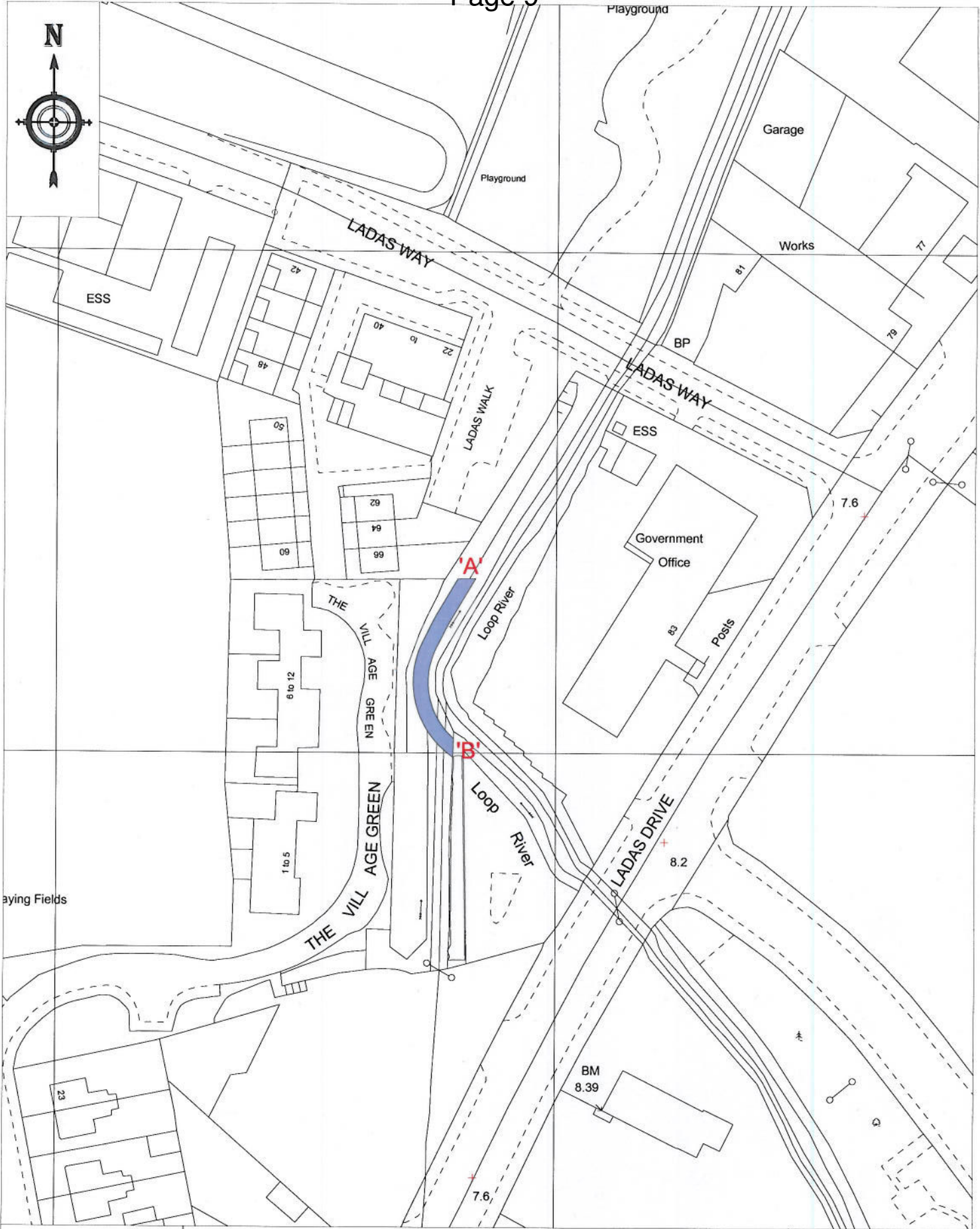
Key to Abbreviations

None.

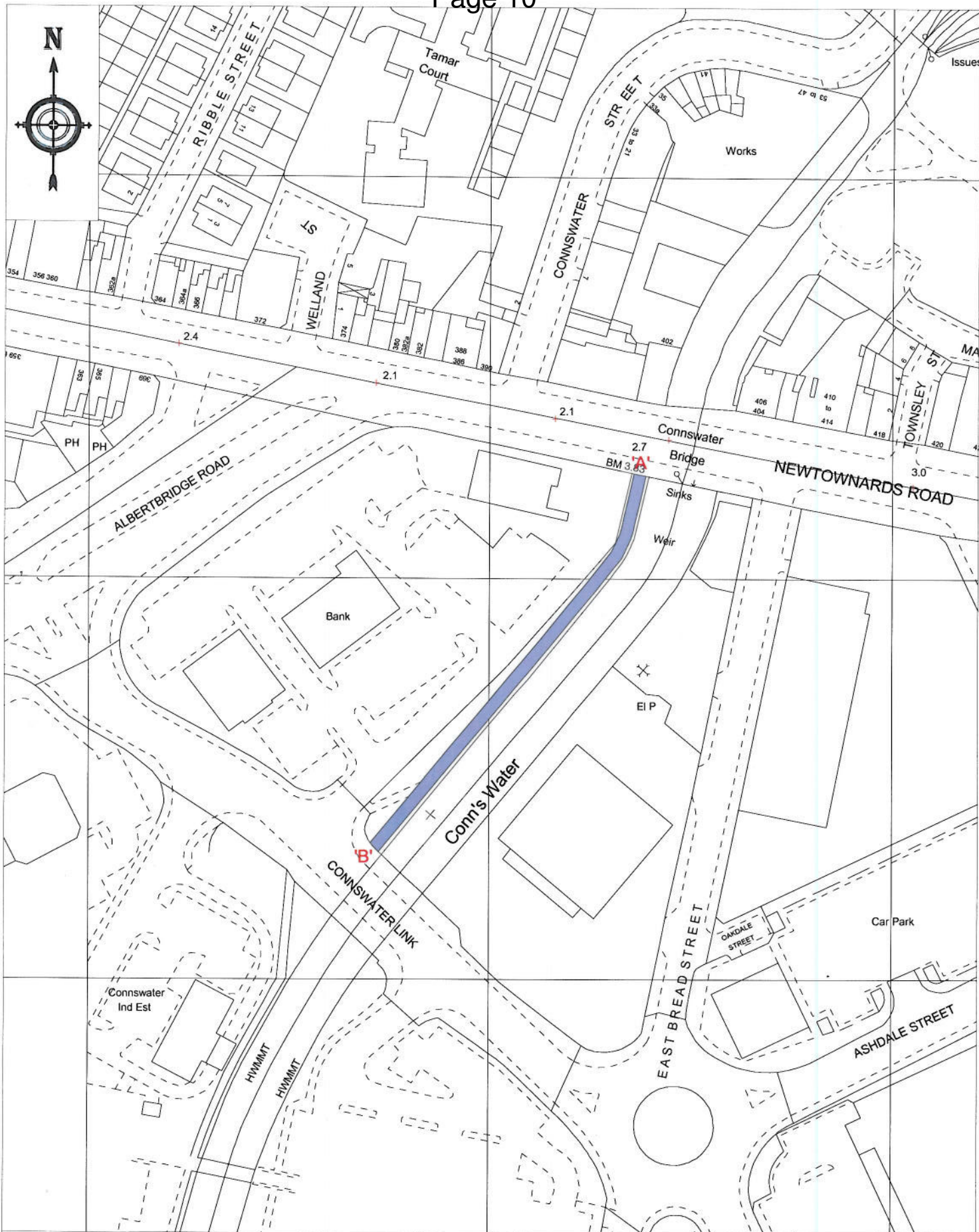
Documents Attached

Nine maps showing the areas over which the Orders are sought.

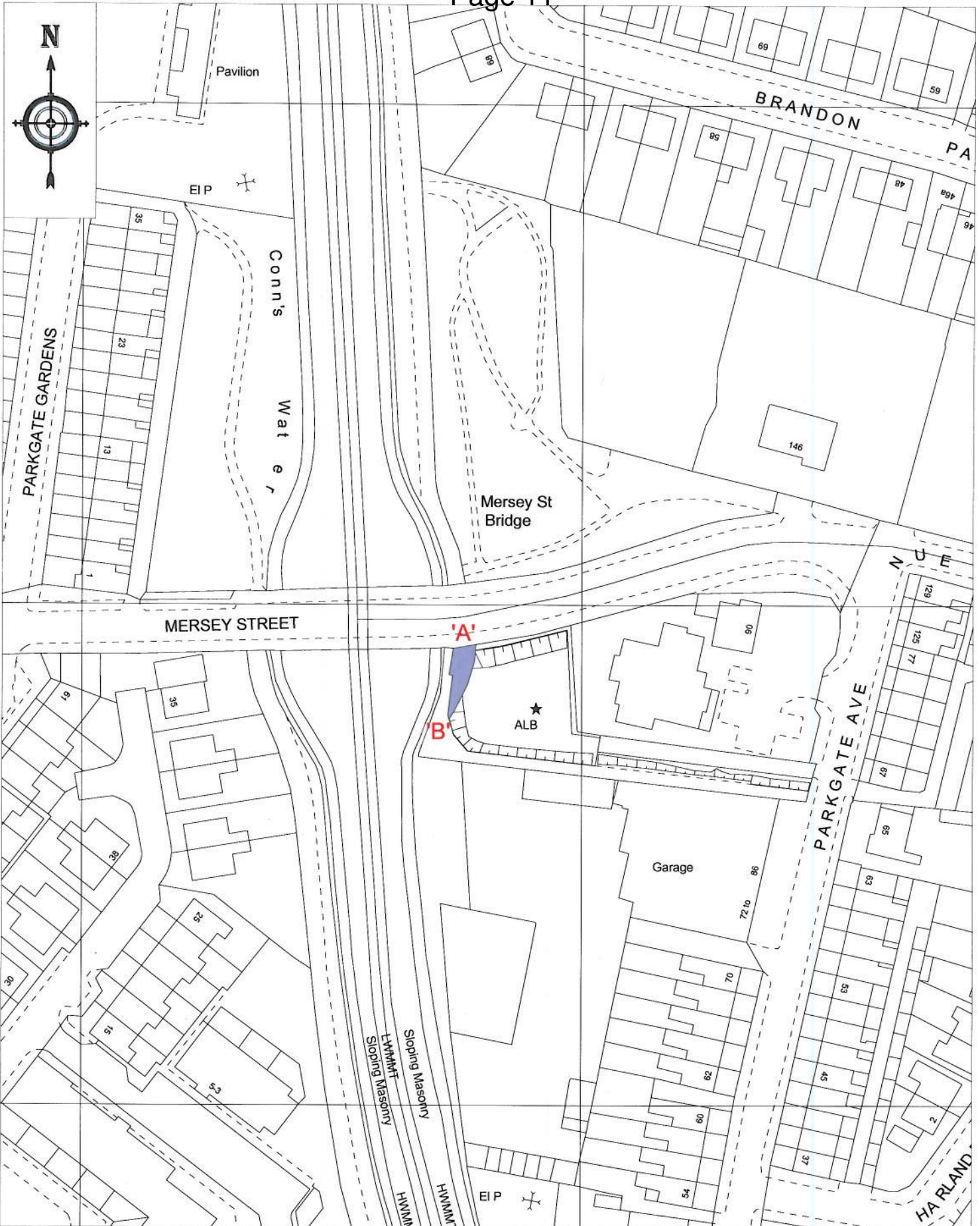
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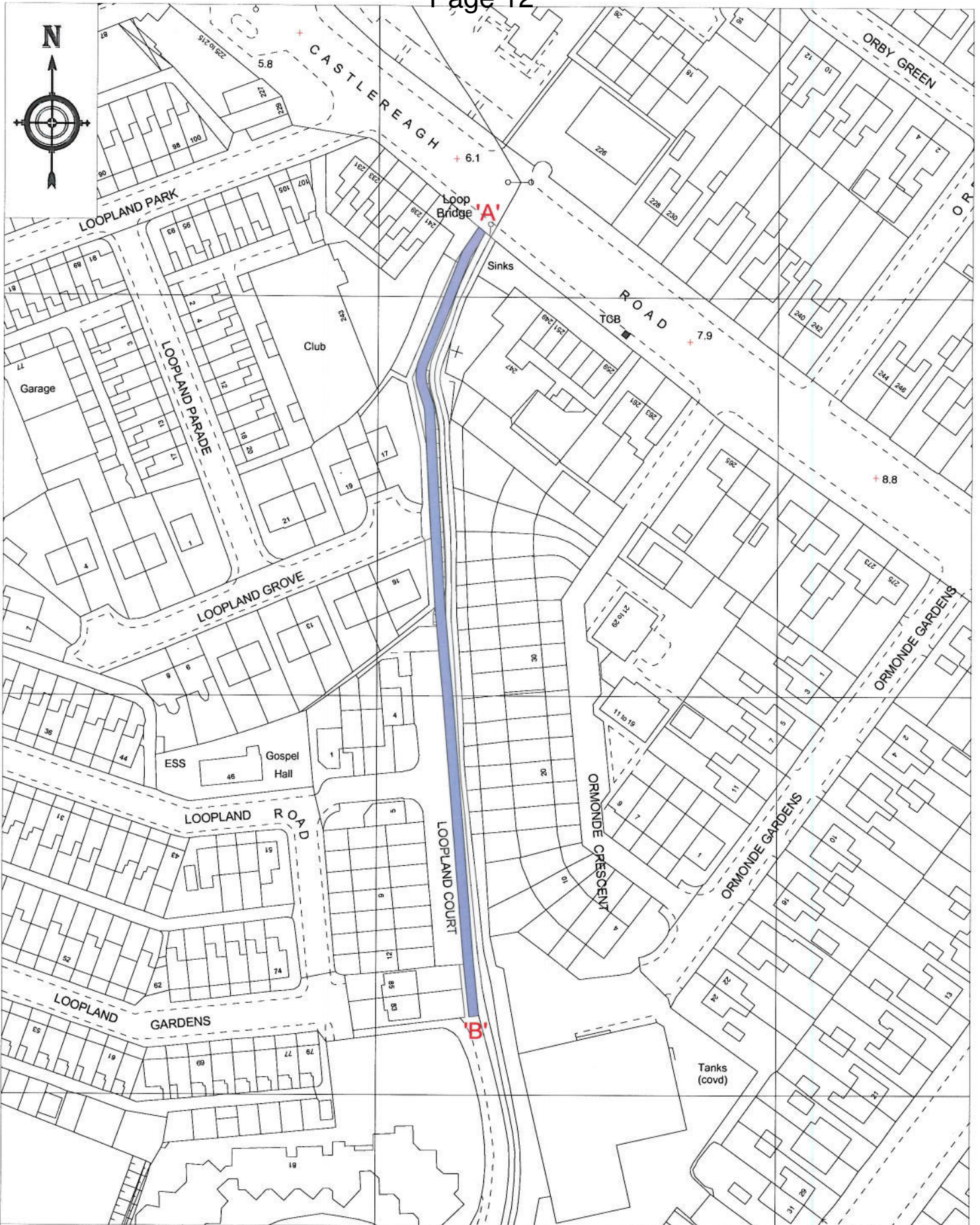
<p>Based on the Ordnance Survey of Northern Ireland map with the permission of the Director & Chief Executive. © Crown Copyright.</p>	<p>MAP REFERRED TO</p> <p>PUBLIC PATH CREATION ORDER</p> <p>VILLAGE GREEN, BELFAST</p>		<p>Produced by:-</p> <p>ES</p> <p>Date:- 28/7/2009</p>
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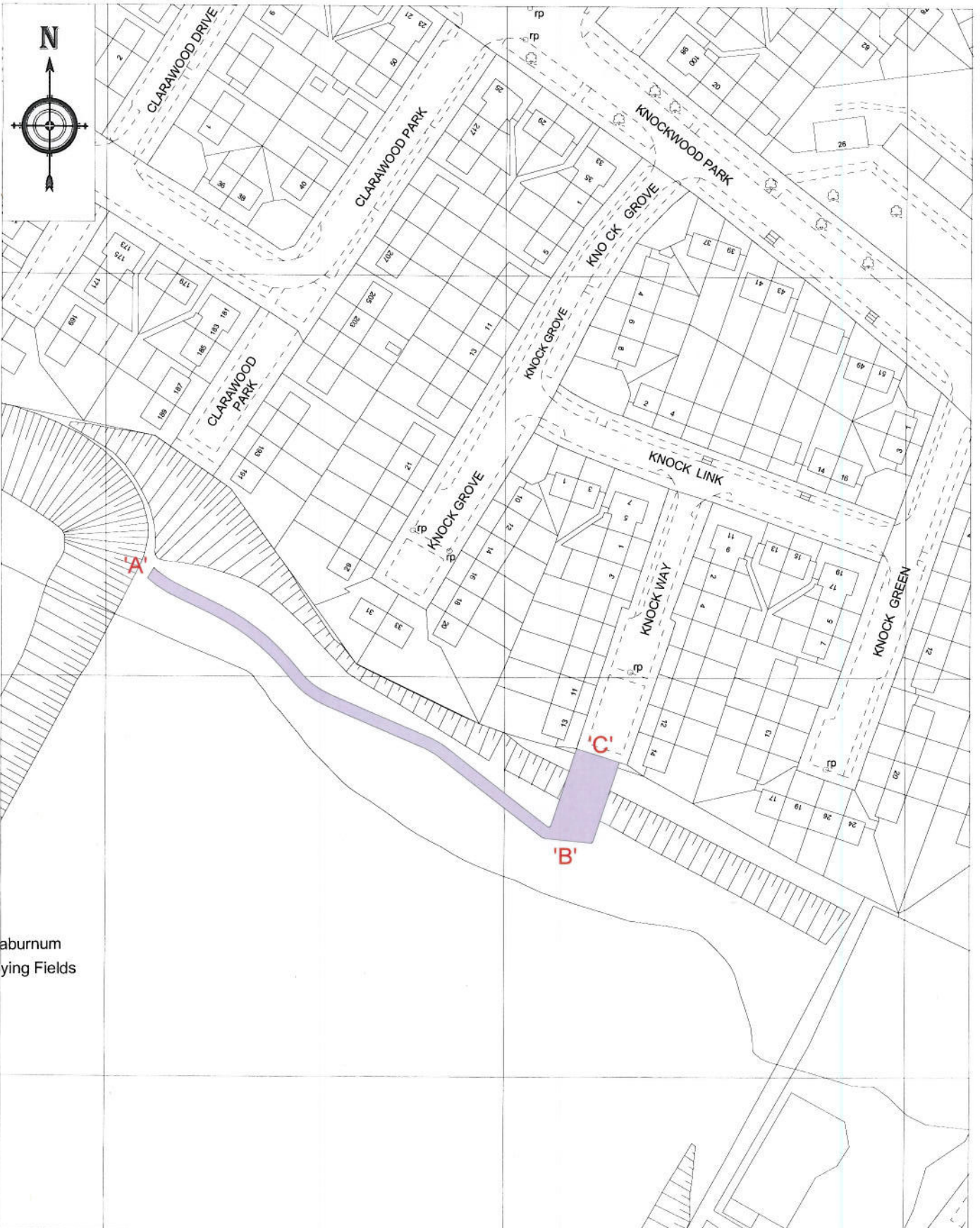
<p>Based on the Ordnance Survey of Northern Ireland map with the permission of the Director & Chief Executive. © Crown Copyright.</p>	<p>MAP REFERRED TO</p> <p>PUBLIC PATH CREATION ORDER</p> <p>NEWTOWNARDS ROAD, BELFAST</p>	<p>Produced by:-</p> <p>Esates Management Unit, Belfast City Council, Core Improvement Team, Cecil Ward Building, 4-10 Linerhall Street, Belfast BT2 8BP.</p>		
<p>Scale 1:1250</p>	<p>OSNI Grid References Irish Grid (EPSG: 29905)</p>	<p>Point A: E336,337 N374,226 Point B: E336,272 N374,133</p>	<p>SS</p>	<p>Date:- 24/7/2009</p>



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<p>Scale 1:1000</p>	<p>OSNI Grid References Irish Grid (EPSG: 29905)</p>	<p>Point A: E336,577 N374,592 Point B: E336,574 N374,577</p>	

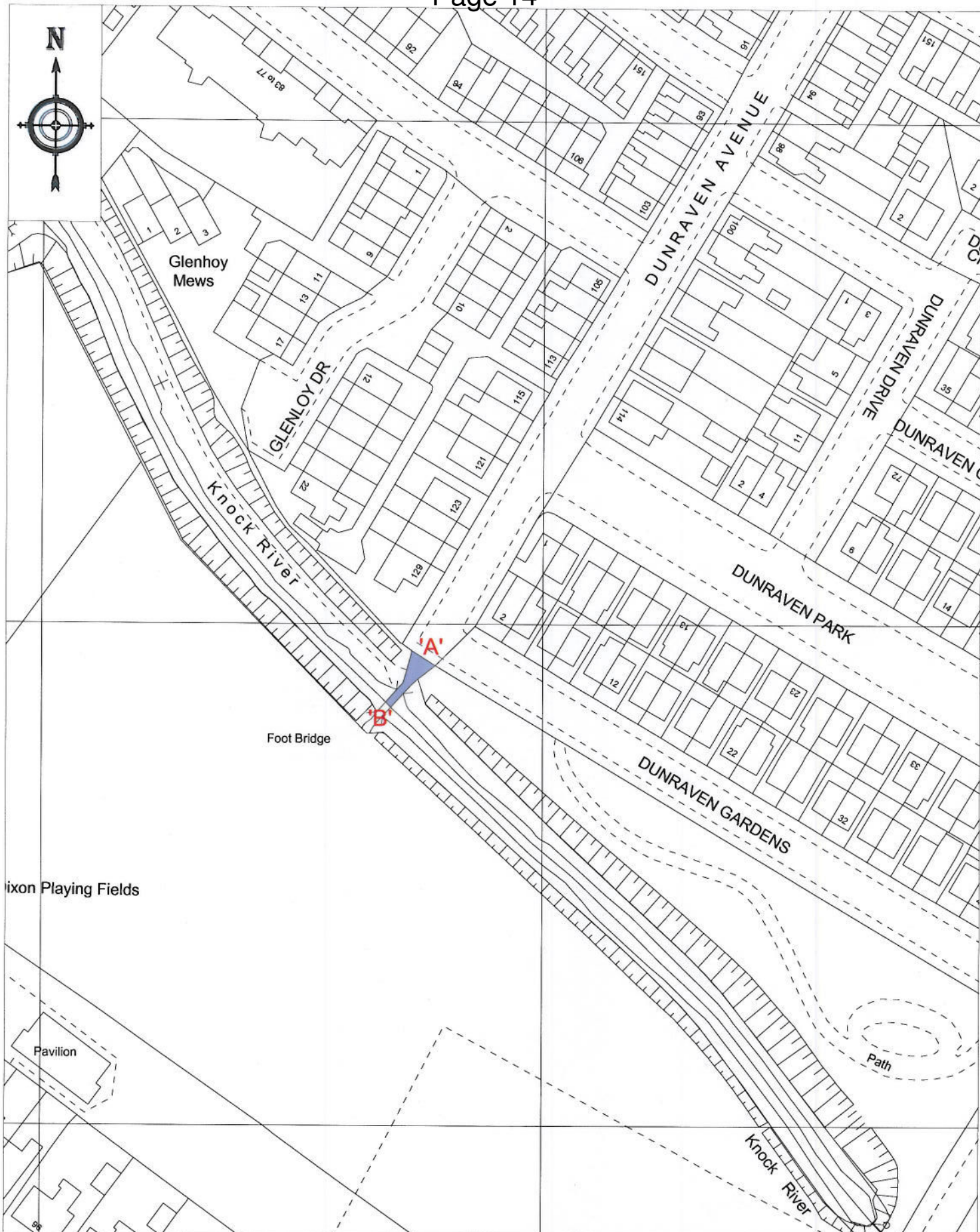


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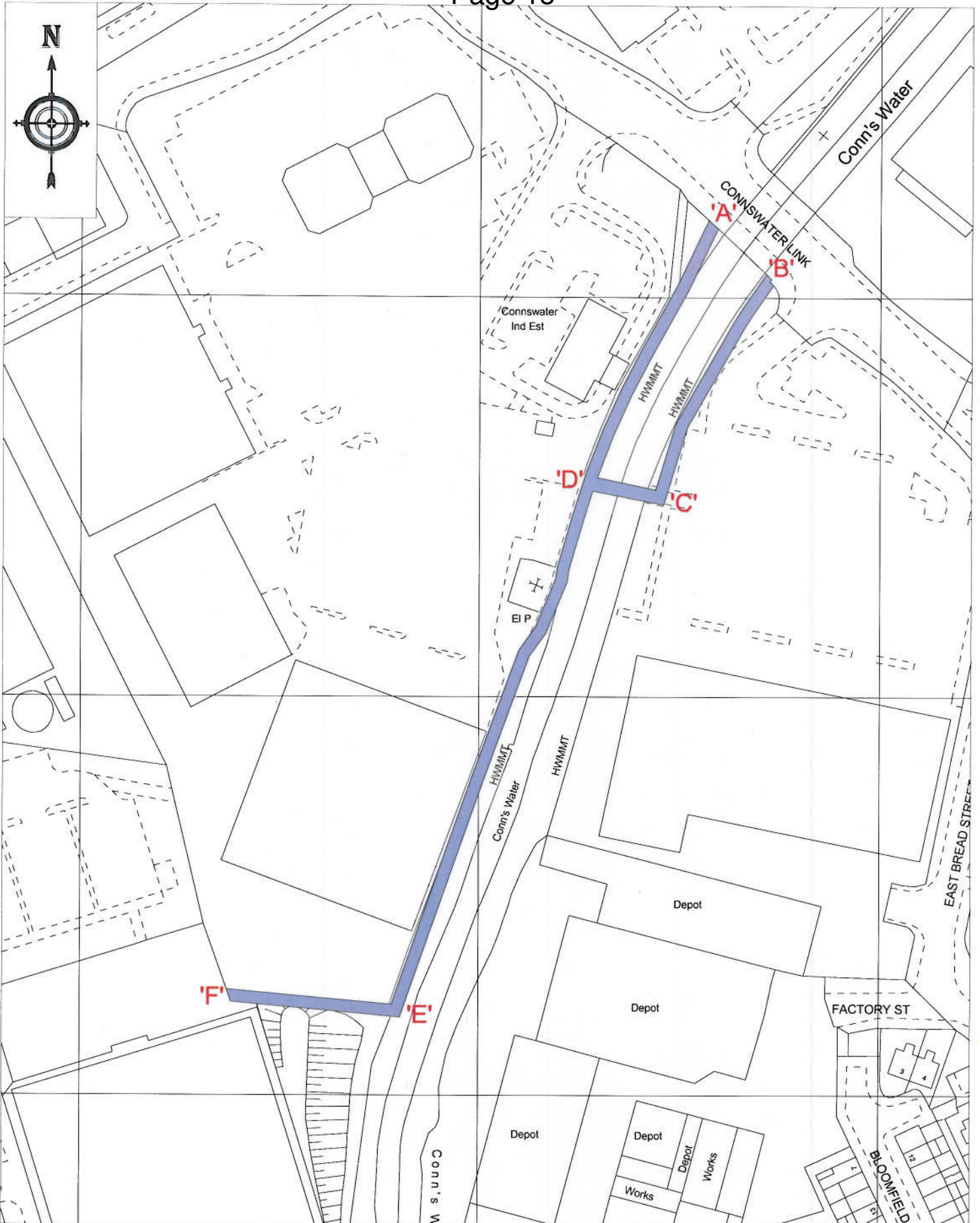


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<p>Based on the Ordnance Survey of Northern Ireland map with the permission of the Director & Chief Executive. © Crown Copyright.</p>	<p>MAP REFERRED TO PUBLIC PATH CREATION ORDER KNOCK WAY, BELFAST</p>		<p>Produced by:- SS Date:- 7/10/2009</p>
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<p>Scale 1:1000</p>	<p>OSNI Grid References Irish Grid (EPSG: 29905)</p>	<p>Point A: E336,676 N373,293 Point B: E336,669 N373,284</p>	



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MAP REFERRED TO
PUBLIC PATH CREATION ORDER
CONNSWATER LINK, BELFAST

Produced by:-

Estates Management Unit,
 Belfast City Council,
 Core Improvement Team,
 Cecil Ward Building,
 4-10 Linenhall Street,
 Belfast BT2 6BP.

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Date:-

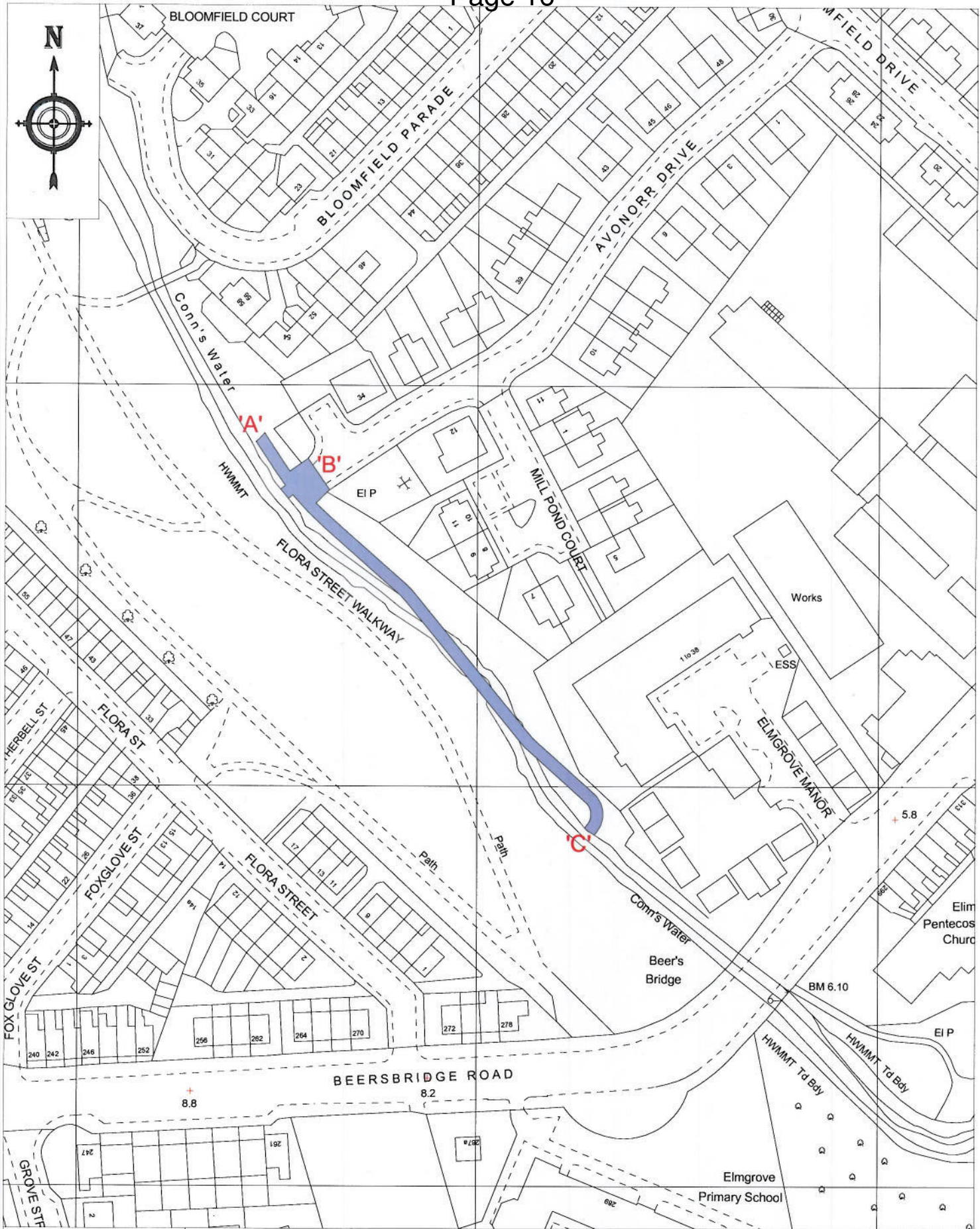
29/7/2009

Scale 1:1250

OSNI Grid References
 Irish Grid (EPSG: 29905)

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 Point B: E336,273 N374,105
 Point C: E336,247 N374,049

Point D: E336,226 N374,054
 Point E: E336,181 N373,921
 Point F: E336,138 N373,925



MAP REFERRED TO

PUBLIC PATH CREATION ORDER

AVONORR DRIVE, BELFAST

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Produced by:-

Estates Management Unit,
Belfast City Council,
Core Improvement Team,
Cecil Ward Building,
4-10 Linenhall Street,
Belfast BT2 8GP.

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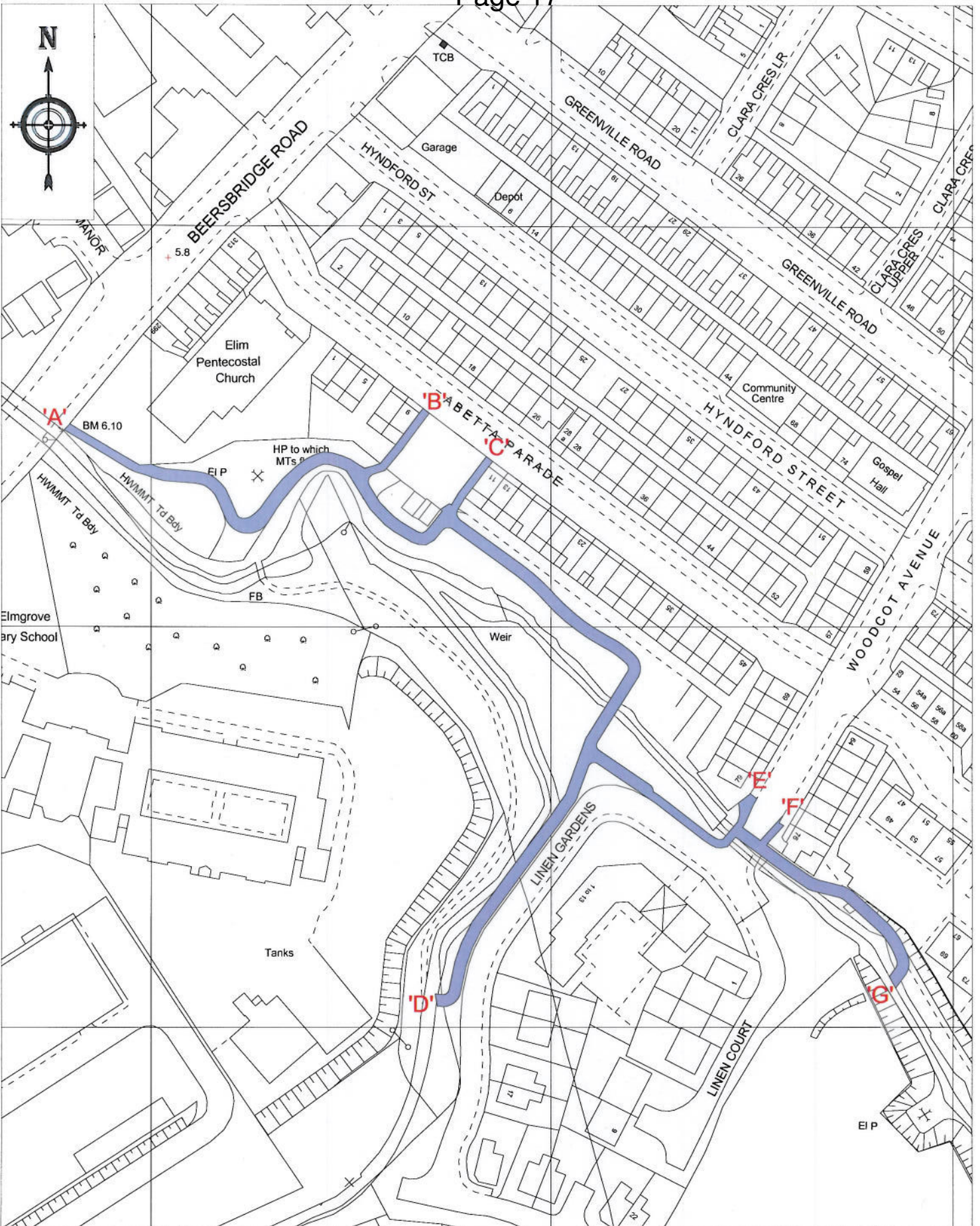
Date:-

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OSNI Grid References
Irish Grid (EPSG: 29905)

Point A: E336,246 N373,687
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Point C: E336,328 N373,589



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<p>Date:-</p>		<p>24/7/2009</p>		

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**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Update on Acquisition of Land for Burials
Date:	15th October 2009
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure Ciaran Quigley, Director of Legal Services
Contact Officer:	Emer Boyle, Policy and Business Development Manager Claire Conroy, Policy and Business Development Officer

Purpose of Report

The purpose of this report is to:

- (i) provide Members with an update on the burials land acquisition project;
- (ii) outline some early indicative results from Tier 3 tests at the Nutts Corner site and the potential implications of these;
- (iii) seek Committee approval to consult with the Northern Ireland Environment Agency (NIEA) regarding the report on the Tier 3 tests at the Nutts Corner site; and
- (iv) seek Committee authority to revisit the planning assumptions for the new cemetery site.

Relevant Background Information

Members will be aware that there is an ongoing project to select a site for a new cemetery for Belfast and that update reports are brought to Committee on a bi-monthly basis, the last of which was in June 2009.

The background to the project is:

- BCC originally commenced a search for new lands for burials in 1999 - 2001 following the appointment of DTZ Piedad Consultants;
- The DTZ report recommended two large sites, one at Hightown and one at Drumbeg;
- In September 2005 BCC appointed Ferguson McIlveen (now Scott Wilson) to re-visit the search for suitable sites in order to provide the Council with a robust case for BCC in the probable event of a public inquiry;
- In March 2006 Scott Wilson produced a Stage 1 report which proposed a new methodology for the revised study;
- In May 2007 Scott Wilson produced a Stage 2 report which gave a shortlist of 4 sites – Lisleen, Drumbeg B, Nutts Corner and Hightown;

Current Council Policy Position

The current Council policy with regard to the acquisition of lands for new cemetery provision was most recently defined by the Parks and Leisure Committee at its meeting on 15 November 2007 when the Committee agreed the following recommendations:

- (i) Lisleen and Nutts Corner sites are selected as the Council's preferred sites and that Drumbeg and Hightown are no longer in the shortlist (within the context of the Council developing one large cemetery);
- (ii) the Council proceeds to a Tier 3 risk assessment at both Lisleen and Nutts Corner;
- (iii) in the meantime, discussions take place with the Environment and Heritage Service (now the Northern Ireland Environment Agency) to receive feedback on the collated hydro-geological reports and to ascertain Environment and Heritage Service (EHS) views in respect of the feasibility of developing each site; and
- (iv) further discussions with neighbouring councils take place on the issues of mutual concern with regard to the provision of burial space both at present and in the future.

Since late 2007 the Council has been progressing the project with regard to the two shortlisted sites, Lisleen and Nutts Corner.

Current Position

The most recent developments in the project are summarised below:

- the Council's consultants developed a detailed specification outlining the extent and cost associated with the Tier 3 tests and Scott Wilson were appointed during the period April – May 2008 as the lead consultants for the Tier 3 tests;
- In the period from June – September 2008 the masterplan designs for each of the two shortlisted sites were developed to enable the planning for the Tier 3 tests to take place and to allow for modelling and analysis of soil and rainfall data to occur;
- In December 2008 a letter was sent to landowners affected by the testing and a newsletter was produced and sent to all potentially affected landowners in both the Nutts Corner and Lisleen areas;
- An update letter and a copy of the newsletter was also sent to the Chief Executives of Antrim and Castlereagh Borough Councils, the Chairman of the Ulster Farmers Union, Belfast City Council's Party Group Leaders and Members of the Parks and Leisure Committee;
- All the boreholes and window samples have been in place since February and the extraction of "samples" is ongoing;
- A water feature survey and a topographical survey were undertaken at both sites during the period June - July 2009;
- An update newsletter was sent to all landowners at both sites in July and the Director spoke with the Chief Executive of Antrim and the acting Chief Executive of Castlereagh Borough Councils to update them.

Following on from a meeting on 26 May 2009 where the consultants outlined initial findings at Lisleen and Nutts Corner, it was agreed initial "data modelling"

would be carried out at the Nutts Corner site based on the samples collected to date and the findings of the water feature and topographical surveys. A report would then be submitted to the Council giving more detailed findings and a fuller indication of the suitability of this site. The implications of these findings are outlined below.

If it were the case that the Council was to change its policy from the provision of one large site to consider.

Key Issues

The conclusions of the interim Tier 3 assessment at the Nutts Corner site demonstrate that at least part of the site is unsuitable for the proposed development in its current form.

- Soil thickness – areas of the site that are less than 2.7m would not be capable of accommodating the proposed graves and areas where the depth is between 2.7m and 3.7m thick are not recommended for use as burial sites. Approximately 64% of the site has a soil depth of under 3.7m. The remaining 36% of the site has a soil depth of between 3.7m and 4.5m and this would be suitable for use in terms of soil thickness.
- Groundwater depth – the depth across the majority of the site is less than 2.7m meaning that most graves would be below the water table. Whilst this does not automatically make the site unsuitable it is likely that some if not the majority of graves would need to be pumped prior to burial.
- Contaminant modelling – the modelling has shown that whilst the majority of potential pollutants will be below water quality standards at the selected compliance points, ammonia and formaldehyde are predicted to be at concentrations above them.

The 36% of the site considered suitable for development in terms of soil thickness is situated in the south eastern portion of the site and this coincides with the area where groundwater is at its deepest. If the development of the site was limited to this portion then this would allow increased dilution and dispersion of contaminants prior to their arrival at potential receptors due to the additional distance travelled.

The consultants have recommended that the interim report on the Tier 3 tests at the Nutts Corner site be discussed with the NIEA. This will allow the Council to update them on the process, test the methodology we have used and ascertain their views on the potential issues with the site. Scott Wilson has advised us that the NIEA have never assessed a proposal such as this before and therefore are unsure of how long the timescale for a response will be.

While the report indicates that the majority of the site at Nutts Corner is unsuitable for the proposed development in its current form, if the council's policy were to change to the development of a number of smaller cemeteries, then the south eastern proportion of the site, 36% of the total site may be suitable for development subject to the issues of groundwater being resolved.

Communications

An update newsletter will be sent to all landowners at both sites in late November/early December and the Director will speak with the Chief Executives of Antrim and Castlereagh Borough Councils to update them.

Review of planning assumptions

Since the inception of this project there have been changes which will have impacted on the assumptions that were made around our requirements for a new cemetery site. These include the expansion at Roselawn and the increase in the number of cremations taking place. To allow the members to properly reconsider its policy on cemetery provision given the information on the Nutts corner site and the final Tier 3 reports for both sites at Lisleen and Nutts Corner

Resource Implications

Financial

There is provision of £13.9 M in the Council's capital programme for new cemetery provision for Belfast City Council. The forecast cost for the Tier 3 phase is approximately £150K and was previously approved by Committee.

Human Resources

There are no human resource implications at this stage.

Asset and Other Implications

None at this stage although the final phases of the project will inevitably increase the Council's land ownership and associated liabilities.

Recommendations

The Committee is asked to;

- i. note the contents of the report;
- ii. grant approval to consult with the Northern Ireland Environment Agency (NIEA) regarding the report on the Tier 3 tests at the Nutts Corner site; and grant approval for the planning assumptions for the new cemetery site to be revisited

Decision Tracking

The next update report will be brought to Committee in November.

Key to Abbreviations

NIEA - Northern Ireland Environment Agency
EHS - Environment and Heritage Service



Belfast City Council

Report to: Parks and Leisure Committee

Subject: **Peace and Reconciliation Action Plan Projects**

Date: 15 October 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure

Contact Officer: Ricky Rice, Area Manager (North)
Ian Nuttall, Funding and Monitoring Officer

Purpose of Report

The purpose of this report is to update Members on the Parks and Leisure Departmental projects which are being funded by the Peace III programme through Belfast City Council's Peace and Reconciliation Action Plan.

Relevant Background Information

In 2008, Belfast City Council was awarded £6.3 million under Peace III Theme 1.1 *Building Positive Relations at the Local Level* to deliver its Peace and Reconciliation Action Plan 2007-2010. The Plan allocates funding for projects which will achieve a range of themed indicative actions. These projects are run by the Council itself or by community/voluntary sector delivery partners (either through commissioned calls or small grant awards). Overall responsibility for the plan rests with the Good Relations Partnership, a working group of the Council's Strategic Policy and Resources Committee.

Key Issues

The following two indicative actions from the Peace and Reconciliation Action Plan relate to the Parks & Leisure Department:

Action 3.3 Cultural Diversity in Sport - under this action £180,000 has been allocated for a community/voluntary sector partner to deliver a programme of activities aimed particularly at young people. In summary, these will include the following:

- A multi-sports inter-leisure facility community programme;
- A cross-city, cross border multi-sports event; and
- A diversionary sports programme incorporating anti-sectarianism and anti-racism training.

Expressions of interest were invited in January 2009, followed by a call for final project proposals in June. A panel including Parks and Leisure and Good Relations Officers has been established to assess project proposals and to provide a steering group for the final project. Currently, the tendering process is underway with the aim of engaging a partner to deliver a project running from October 2009 to December 2010.

Action 1.5 Programming Open Spaces - under this action £100,000 has been allocated for Council-led delivery of a programme of events/initiatives in Council open spaces which promote sharing and interaction, and a related cross-border seminar. Following a series of meetings of an officer level cross-departmental working group set up to identify potential projects, a proposal was approved by the Good Relations Partnership for a project based on the development of community gardens, to run from June 2009 to December 2010. In summary, the 'Growing Together' project includes the following elements:

- Development of community gardens in contested locations as multi-community shared spaces;
- A series of 'Growing Together' events at Parks across the City (Musgrave, Glenbank, Orangefield and Falls) aimed at allowing groups from different communities to learn about and share experience of growing food and other produce;
- Production of a learning resource to support the use of community growing spaces in community development;
- A celebratory event to mark the completion of the project at Ormeau Park; and
- A seminar on the value of community gardens as shared space.

Work is underway on the project; key activities to date include the following:

- Establishment of a project steering group;
- Planning for a seminar to take place on 21 October 2009; and
- Identification of three community garden sites (at Glenbank, Suffolk [adjacent to the Community Centre] and Lenadoon [at Glen Road Community Centre]) and preparation of site plans.

The physical garden development is expected to commence in January 2010, with the 'Growing Together' events taking place during spring/summer 2010, and the celebratory event taking place in September 2010.

Resource Implications

Financial

The Peace and Reconciliation Action Plan will provide 100% funding for both projects. With respect to the Programming Open Spaces project, because members of the local community will have responsibility for tending the gardens, only limited resources are expected to be required for maintenance. At this stage it is expected that these will be covered through existing area maintenance budgets.

Human Resources

Both projects will require the time of existing officers at steering group level. In addition, the Programming Open Spaces project will also utilise the technical

and operational expertise of existing officers and staff during development of the gardens and delivery of associated project tasks, as well as during ongoing maintenance of the gardens.

Asset and Other Implications

The Programming Open Spaces project will provide additional resources for community use within existing Council assets. The project will be subject to the Gates Review process.

Recommendations

The Committee is asked to note the contents of this update report.

Decision Tracking

No tracking required at present.

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**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Musgrave Park Car Parking
Date:	15 October 2009
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Stephen Walker, Principal Parks and Cemeteries Development Manager Ken Anderson, Estates Surveyor, Core Improvement

Relevant Background Information

The draft Belfast Metropolitan Area Plan (dBMAP) contains a number of designations which relate to the preservation of Musgrave Park as open space. In its responses to dBMAP the Council raised an objection in relation to the restrictions on that portion of the park with frontage to Stockman's Way and immediately to the rear of the petrol filling station at 134/136 Stockman's Lane. The aim of the objection was to preserve the longer term asset realisation value of the portion of the park between the 'army road' and Stockman's Way.

Following a decision by the Client Services (Parks and Amenities) Sub-Committee on 10 February 2004, the Council entered into a 21 year Facility Management arrangement (dated 9 March 2006) with St Brigid's GAC, for land at Musgrave Park. The attached map (Appendix 1) shows (outlined red) the lands contained in the 2006 Agreement. St Brigid's subsequently completed development of new playing pitches within this area. As part of the development St Brigid's also sought, and were granted, planning permission to develop a car park on land which fell outside the area covered by the facility management agreement. A roughly surfaced car parking area has now been developed by the club on the portion of land between the 'army road' and Stockman's Way i.e. that portion of land upon which the Council aimed to preserve longer term asset realisation potential. No written authority or consent was sought or provided to St Brigid's GAC for development of the car park outside the boundary of the facilities management agreement.

As part of the development of facilities associated with the new playing pitches, St Brigid's GAC hope in the next few years to provide permanent changing accommodation on the site. In the interim they are also considering installation of some form of temporary changing accommodation. Subject to further study

(and potential planning approval) council officers have identified a possible location for the proposed permanent changing accommodation and associated car parking which would not conflict with the potential asset realisation as outlined above. This would involve re-location of the existing unauthorised car parking. In discussions with St Brigid's officials it is mutually agreed that the club do not require all of the lands currently contained within the boundary of the 2006 facilities management agreement. Some rationalisation of the existing facilities management boundary is anticipated following further discussions with the club.

As a stop gap measure it is proposed that the council provide St Brigid's with a short term licence agreement to cover the unauthorised car parking area and the possible provision of temporary changing accommodation (at the club's expense) thereon. The duration of this agreement would be for a maximum period of two years with detailed terms to be agreed by the Estates Manager.

Key Issues

The main issues for the Committee to consider are:

- Portion of Musgrave Park between the 'army road' and Stockman's Way identified as having some future asset realisation potential.
- Most of this area is currently used by St Brigid's GAC as unsurfaced car parking but this area falls outside St Brigid's facilities management agreement.
- Until proposals for an alternative car parking location (and potential permanent changing accommodation) are fully developed, Council officers wish to regularise St Brigid's use of the current roughly surfaced car parking through a short term licence agreement which may also facilitate the placing of temporary changing accommodation at this location.

Resource Implications

Financial

No financial implications at this stage. Potentially part financing of permanent car parking to facilitate park users as well as St Brigid's use of the site may be possibility in order to preserve any asset realisation potential on the existing temporary parking area.

Human Resources

No additional human resources required. Parks and Cemeteries, Estates Management and Legal Services resources required to take forward proposed licence agreement and consider longer term car parking and changing accommodation arrangements.

Asset and Other Implications

The purpose of the proposed arrangements is to preserve longer term asset realisation potential on a portion of land at the northern end of Musgrave Park.

Recommendations

The Committee is recommended to approve entering into an arrangement with St Brigid's GAC, on terms to be agreed by the Estates Manager and incorporated in a suitable licence agreement to be prepared by the Director of Legal Services, to regularise use of the car parking area shown (approximately) hatched black on the attached map (Appendix 1) and to authorise the continuation of discussions with St Brigid's GAC in relation to the location etc. of longer term car parking and changing accommodation provision, subject to the approval of the Strategic Policy and Resources Committee in accordance with Standing Order 60.

Decision Tracking

A further report will be brought to Committee in 2011 regarding the licence arrangement. This report will be brought by the Estates Manager.

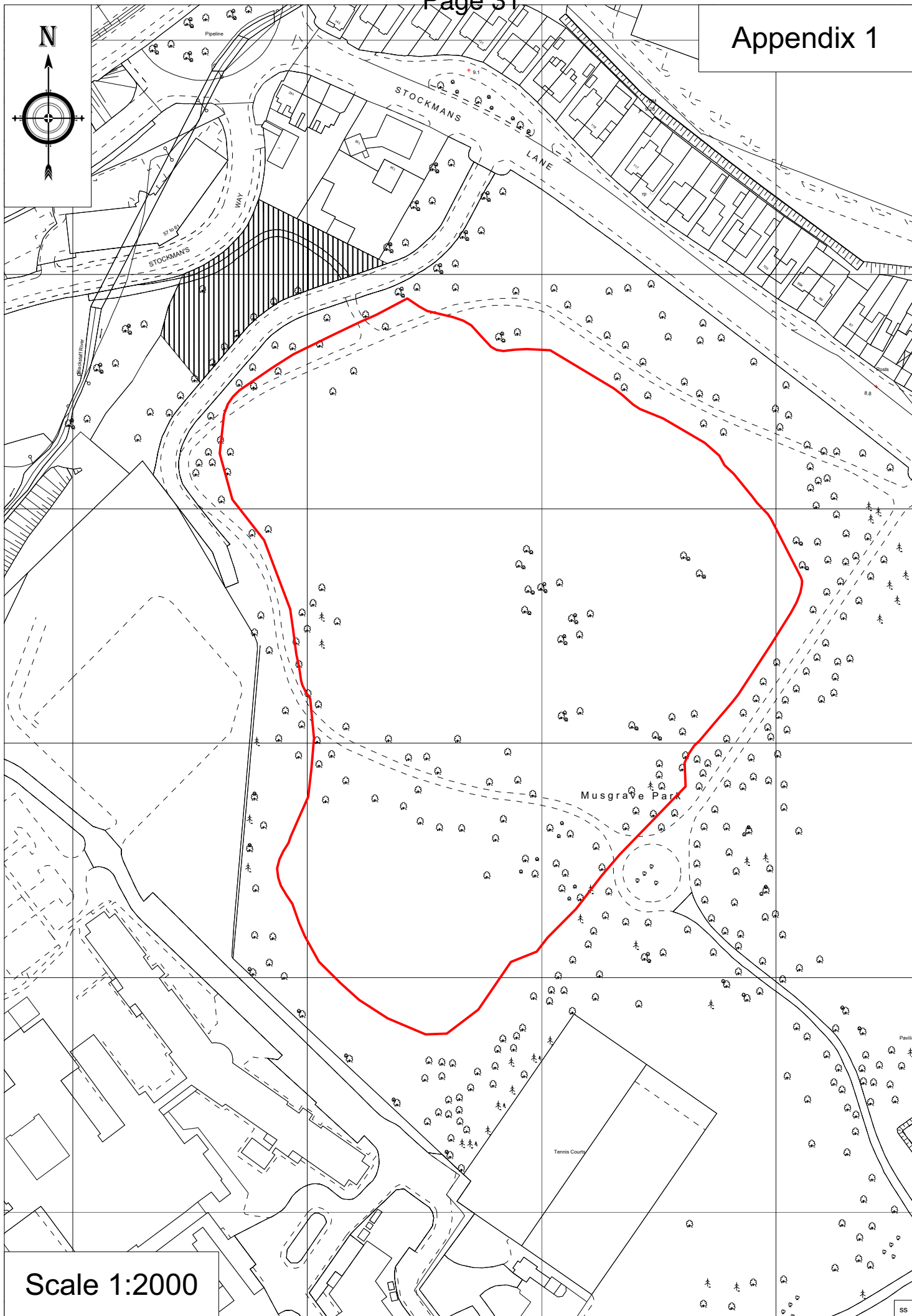
Key to Abbreviations

GAC Gaelic Athletic Club
dBMAP Draft Belfast Metropolitan Area Plan

Documents Attached

Appendix 1: Map showing existing area covered by facilities management agreement (outlined red) and approximate area used as car parking by St Brigid's GAC (hatched black).

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Watch This Space Project
Date:	15th October, 2009
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure, ext 3400
Contact Officer:	Robert Scott, Conservation and Promotion Manager

Purpose of Report

The purpose of this report is to consider the Council's continued support for the partnership arrangement with the Ulster Wildlife Trust in respect of the Watch This Space programme.

Relevant Background Information

The Committee is reminded that the former Parks and Cemeteries Sub-Committee agreed in January 2007 to fund a pilot project with the Ulster Wildlife Trust for one year. Through the project the Trust would provide a range of educational activities within Woodvale and Falls Parks. The main purpose of this partnership project, entitled 'Watch This Space', was:

- to encourage greater use of and involvement in local parks by children, and
- to develop their understanding of parks and the importance and relevance of the natural environment to their lives.

Specifically the project was intended to deliver crucial parts of the Open Spaces Strategy and Local Biodiversity Action Plan, in particular:

- to increase the appreciation and knowledge of the heritage value of parks, in particular the biodiversity and priority species identified in the council's local biodiversity action plan;
- to provide through partnership working an educational outreach programme in parks;
- to increase use of parks; and
- to promote the value of parks as healthy, safe places,

The pilot project began around May 2007 and ran through to June 2008.

At its meeting in May 2008 the Committee reviewed progress and agreed to its continuation for a further two years, and to extend it to include additional parks

in North and West Belfast and to include the East of the city. This work, which complements the on-going work of the Parks' Outreach officers, has been continuing since May 2008.

The Committee received a further report in June 2009 updating Members on progress in 2008/09 which highlighted that set targets had been achieved and indeed exceeded. The Committee also agreed targets for the current year 2009/10.

Copies of the previous minutes are appended for the convenience of Members of the Committee.

Current context

The main achievements of the Watch This Space project can be summarized as follows:

1. An environmental education outreach programme in 11 different parks in the North, West and East of the city. In partnership with the Ulster Wildlife Trust we have worked with over 600 local schoolchildren each year from 18 different primary schools and 3 secondary schools – engaging each child in the project on five occasions through park visits and pre/post visit classroom activities;
2. A programme of monthly Saturday clubs in Falls, Woodvale and Victoria Parks, delivering environmental activities for 5-11 year olds and parents.
3. We have established contact with local youth groups, organisations and summer schemes to initiate a programme of appropriate park-based activities.
4. Delivery of a programme of environmental activities for 5-12 year olds at each of 15 summer fun days organised by Belfast Parks section.
5. Production of a comprehensive set of teacher/pupil worksheets and information sheets to be available on the council's web site for teachers and schools using parks for outdoor learning activities – all linked to the new curriculum 'Education for Sustainable Development'

Further details are included in Appendix 1, which sets out in greater detail the achievements for 2008/09 and the target for the current year 2009/2010.

Key Issues

The key issue for the Committee to consider is whether to continue to support this community based, educational outreach focused programme within our parks.

The achievements outlined above are significant. It is important that a community understands and appreciates the natural environment around it. Education and promotion is one way in which the council can contribute to this.

It is the view of officers that the project has been successful and met the objectives set out in 2007. Through the project we have been able to deliver

elements of the Open Space Strategy and the Local Biodiversity Action Plan, within the sections on heritage, partnership working, people and community involvement, and education.

The project took time to establish itself but there is a growing sense of ownership within the young members of the communities involved, and the project has been welcomed by local people and teachers.

The risk is that should the project cease it is unlikely that any other organisation will fund a similar project in these communities where open space is largely owned by the Council.

It is recognised that the continuation of the scheme would have revenue implications at a time of financial constraint. To assist Members in making a decision as to the continuation of the scheme a number of options are set out below. There are four possible options, each has been worked up and costed. The pros and cons of each are examined as outlined below.

Options

Option 1 Continue the Watch This Space project in its current format for another year until June 2011.

Pros

- There will be opportunity to build on the good work of the last 3-4 years with schools and local communities.
- Continued educational outreach work, school visits to local parks, Saturday clubs as per existing programme.
- Another year of P5 pupils will have the opportunity to learn about value of parks.
- There will be opportunity to build on initial contacts made with youth groups and secondary schools.
- Development of further resources.
- Environmental education element included in Belfast Parks Summer fun days during 2010
- Continued positive public relations for Parks
- Opportunity to further develop teacher training element

Cons

- Financial commitment c£65k.

Option 2 To withdraw the Watch This Space project from June 2010

Pros

- Financial saving of £65k – no further cost.

Cons

- Break in relationship with schools and local community built up over last 3-4 years.
- Saturday clubs would probably not continue, as local parents not ready to take these over.

- Initial contacts with youth and secondary schools not followed up.
- No further resources developed.
- No environmental education element to events such as Summer Fun Days.

Option 3 To cease Watch This Space partnership and employ an officer to develop educational outreach work.

Pros

- Increase capacity of Council staff to provide service.
- Provide possible closer links with Parks' Outreach Officers. Watch This Space officer could be a 3rd Outreach Officer.
- Saving of £30k on this year's provision.

Cons

- Cost in region of £30-35k
- Reduced capacity to deliver full programme previously delivered by UWT in Watch This Space programme.
- Need to rebuild relationships with schools etc.
- Saturday clubs may require overtime working.
- No access to UWT environmental guide staff for additional help and back up with school groups, tours, clubs, events.
- No additional PR for scheme from partner UWT, who advertise Watch This Space at other opportunities.

Option 4 To continue Watch This Space project in partnership with Ulster Wildlife Trust, but at a reduced level: i.e. reducing UWT staff from 1 full time and 1 part time officer to 1 officer equivalent, and using UWT guides to supplement workload.

Pros

- Continuity of links made with schools and other groups
- UWT guides available for use as back up and assistance
- Opportunity to further pursue engagement with youth/community groups and therefore widen the target audience/age groups.
- Continued positive public relations for Parks.
- Opportunity to further develop teacher training element.
- Saving of £12k on this year's provision.

Cons

- Financial cost c£48k
- Reduced capability to work with schools, which would mean fewer classes or visits organised.
- Saturday clubs may have to be reduced from monthly to every other month.
- Aims of the project delivered but at a reduced cost to the council.

Resource Implications

Financial

Only Option 2 has no financial implications for the Council. The implications will depend on the preferred option. Should Members accede to the recommended option 4, the implications would be in the region of £48k. This has been included in the 2010/11 draft estimates, officers will continue to explore with the Ulster Wildlife Trust possible external funding opportunities to offset the costs of the programme.

Human Resources

There are no additional human resource implications for options 1, 2 and 4, the scheme will continue to be managed by the Conservation and Promotion Manager. Option 3 includes employing an additional outreach officer.

Asset and Other Implications

The programme continues to significantly improve the profile of the parks and will enhance the local value of the assets. It will support the physical elements of parks management in both sites.

Recommendations

It is recommended that the Committee:

- adopt Option 4 as outlined above to continue the Watch this Space project with the Ulster Wildlife Trust, but at a reduced level.
- agree to a further review in a year's time to assess how the project is working at a reduced level.

Decision Tracking

Officer responsible – Conservation and Promotion Manager.
All actions to be completed by end October 2010.

Key to Abbreviations

UWT – Ulster Wildlife Trust

Documents Attached

None

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Update on Refurbishment of Woodvale and Dunville Parks
Date:	15th October, 2009
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure, ext 3400
Contact Officer:	Paul Barr, Landscape Planning and Development Manager

Purpose of Report

The purpose of the report is to update the committee on the DSD timetable for the economic appraisal of the proposals for the refurbishment of Woodvale and Dunville parks.

Relevant Background Information

At its meeting in September 2008 the Parks and Leisure Committee agreed as part of the parks improvement agenda to undertake design work for the redevelopment of two parks in the city.

It was subsequently agreed that Woodvale and Dunville parks be selected for this process because of existing funding commitments by Belfast Regeneration Office (BRO) to them as part of the neighbourhood renewal action plan and that:

- officers work up scheme designs; project plans and detailed costings in relation to each of the parks;
- officers continue to liaise and work with BRO and undertake, in conjunction with BRO, an economic appraisal on each of the parks;
- the two parks be put forward to the Strategic Policy and Resources Committee for consideration for inclusion in the council's capital programme.

Current context

Council officers have worked with representatives from both communities to prepare concept drawings in respect of each of the parks. There is broad agreement on the design at Dunville Park and the economic appraisal has commenced and should be completed by the third week in December.

Agreement on the design drawing for Woodvale is expected within the next 3 weeks, consultants have been appointed to undertake the economic appraisal

and completion of this is expected also around the middle of December.

Discussions have continued with BRO who are still keen to support the refurbishment of both parks, subject to the findings of the economic appraisals. However, the committee will be aware that owing to the review of public administration BRO has a time constraint and must incur all expenditure by the end of March 2011.

The proposals for both parks have been submitted for inclusion in the Council's capital programme but are currently uncommitted. On completion of the economic appraisal and a firmer commitment from BRO regarding both schemes the Council will have to consider these proposals relative to other priorities and determine whether they should be elevated to committed status within the capital programme, subject to affordability limits.

Key Issues

The Committee is asked to note the following key points:

- It has been previously agreed that as part of the parks improvement programme there be advanced design work on two major parks in the city.
- It was agreed that the redesign of parks should include continuous involvement of the local community.
- Work has been ongoing in conjunction with local community groups, political representatives and BRO in respect of the refurbishment of both Dunville Park and Woodvale Park;
- Both parks are included within the neighbourhood renewal action plans for Falls/Clonard and Greater Shankill.
- Economic appraisals are currently underway for both parks to be completed by mid December, the results of which will determine which proposals are feasible.
- Both parks have been proposed for inclusion in the capital programme but have not been prioritised for capital investment.

Resource Implications

Financial

The proposal to refurbish Dunville and Woodvale Parks will have capital and revenue implications for the council. The Council's capital expenditure requirement for these two proposals would be in the order of £2m. There would also be revenue implications to determine once the scheme is approved.

Human Resources

To undertake major refurbishment of the parks will require significant effort on the part of officers from across the Council; this work can be carried out within existing resources.

Asset and Other Implications

The refurbishment of the parks will make a significant contribution to the quality of life of the community and will support neighbourhood renewal through delivery of the action plan.

Recommendations

It is recommended that the Committee note the contents of this report and commend the proposals to the Strategic Policy and Resources Committee for advancement into the “*committed*” section of the capital programme.

Decision Tracking

A further report will be brought by the Landscape Planning and Development Manager by February 2010 at the latest to update the Committee on the outcomes of the economic appraisal exercise.

Key to Abbreviations

DSD Department for Social Development
BRO Belfast Regeneration Office

Documents Attached

None.

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**Belfast City Council**

Report to: Parks and Leisure Committee

Subject: **Parks Events Small Grant Scheme**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure, ext 3400

Contact Officer: Robert Scott, Conservation and Promotion Manager

Purpose of Report

To seek approval to run the parks events small grants scheme for 2010.

Relevant Background Information

Members are reminded that a parks event small grant scheme has been running for the last four years. Its purpose is to encourage groups and organisations to stage events in parks and thus increase a sense of ownership of parks.

The scheme has proved to be very popular with community groups, churches, friends groups and other organisations applying for funding to support events in our parks and open spaces.

In 2009, the Committee approved an allocation of £60,000 for the scheme and set the maximum grant payable at £2,250. This permitted 28 groups to be funded, resulting in over 30 events taking place in parks across the city which would not have taken place. Not all event report forms have been submitted to date, but initial feedback reports indicate that numbers attending these events will be similar to previous years, i.e. around 17,000 people.

Key Issues

The key issue for the Committee is whether it wishes to continue to offer this financial support in 2010. Given the financial position of the Council it is the view of officers that if the scheme is to continue the budget allocation be retained at 2009 levels and that the maximum amount payable similarly be retained at £2,250.

It would be the intention to advertise the grant scheme in the November issue of

City Matters, with supplementary advertising in the local community papers. Information and application forms will also be available on the Belfast City Council website. Officers will apply the pre-agreed criteria as outlined in Appendix 1.

Options

The Committee has four options:

1. discontinue the scheme;
2. increase the budget allocation;
3. decrease the budget allocation; or
4. maintain the scheme at 2009 levels.

Option 1 – Discontinue the scheme

Given the prevailing financial climate it would be understandable should the Committee decide not to continue with the scheme. It would result in a cost reduction of £60k plus administration and advertising costs. However, there is likely to be a negative reaction from community based groups and organisations which have benefited from the scheme in recent times.

Option 2 – Increase the budget allocation

Given the maximum grant has been set at £2,250 and that most groups seek the maximum amount, it would be necessary to increase the allocation by a minimum of £10,000 to make any appreciable impact. Given the pressure on revenue budgets it is therefore not proposed to increase the amount.

Option 3 – Decrease the budget allocation

It is the view of officers that the scheme has become established. Members are reminded that we have reduced the amount of the maximum grant available from £5000 to its current figure to enable to maintain the total amount of funding and support more groups. To decrease the figure would reduce the number of groups supported or would result in a reduction in the amount of grant payable which could result in a lack of take up or a reduction in the quality of events.

Option 4 – Maintain the scheme at 2009 levels

By retaining the scheme at 2009 levels we continue to provide tangible support to a wide range of local community based groups and organisations to provide quality events in our parks and open spaces and enhance the sense of community ownership.

Resource Implications

Financial

On the basis that the Committee approve Option 4, the scheme will require a revenue budget of £60,000. Provision for this has been included in the 2010/11 draft estimates.

Human Resources

No additional human resource implications. The scheme can be managed and administered within existing staffing resources.

Asset and Other Implications

Having groups organising their own events in parks helps to increase use of parks and encourage a sense of ownership of them.

Recommendations

It is recommended that the Committee adopt option 4 outlined above and agree to make provision of £60,000 in the revenue draft estimates, subject to approval by Strategic Policy and Resources and ratification by Council.

It is further recommended that the criteria as outlined in Appendix 1 be adopted as in previous years.

Decision Tracking

Responsible officer – Robert Scott, Conservation and Promotion Manager
Closing date of scheme – Wednesday 27 January 2010
February 2010 – a further report will be brought to Committee for approval of the grants awarded.

Key to Abbreviations

None.

Documents Attached

Appendix 1 - Criteria for parks events grant scheme 2010.

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Appendix 1

Criteria for Parks Events Grant Scheme 2010

Applications will be assessed according to a number of criteria. To be successful, an application DOES NOT have to score highly on all criteria, some inevitably will be more relevant to an event than others.

1. Environmental benefit

Does the event provide benefit to the local environment within the park or open space: for example, through a litter clean up, bulb or tree planting, habitat management (this would have to be done according to the park management plan).

	Points
No environmental benefit	0
Immediate or temporary benefit e.g. litter clean up as part of event (not just tidying up afterwards) , temporary art	50
Medium or long term environmental benefit e.g. tree/bulb planting, habitat management	100

2. Educational benefit

Does the event provide some educational benefit to those attending: for example, information on a relevant issue, a theme or message that will help to change attitudes, links to the school curriculum, etc

	Points
No educational benefit	0
Some educational benefit e.g. definite message or theme, as opposed to say just a 'fun' day	50
High educational benefit e.g. links to curriculum, changing attitudes	100

3. Health benefit

Does the event provide a health benefit to those attending; for example, activities that encourage exercise, walking, children's games (sporting competitions are not covered by this grant fund).

	Points
No tangible health benefit	0
Some health benefit, e.g. walking, children's active games – but not just a bouncy castle	50
Event with health as main theme or thrust	100

4. Community benefit

Does the event benefit the local community around the park or open space: for example, does it help to encourage a sense of ownership by the local community, provide opportunities for cross community activity, etc.

	Points
No tangible benefit to surrounding community	0
Benefit to surrounding community, helping to create ownership of park	50
Event with good relations as a theme	100

5. Additional points for

Additional points will be awarded for events that make use of the fabric of the park in the event and help to promote aspects of the park. For example, an event that used the paths of a park for a guided walk or included activities based around an historical or natural feature in the park would score more highly than an event which simply took place in marquees and made no reference to anything within the park itself.

Using the fabric of the park as an integral part of event, rather than just an event staged in a park 50 points

Helping to promote aspects of the local park 50 points

One of the aims of the scheme is to encourage events in some of the local and district parks, and so scoring is biased towards these parks and away from parks such as Botanic Gardens and Sir Thomas and Lady Dixon Park.

Using a local or district park or playing field site 50 points



Belfast City Council

Report to: Parks and Leisure Committee

Subject: **Update on Mountain Tea House at Zoo**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure

Contact Officer: Mark Challis, Zoo Manager

Purpose of Report

The purpose of this report is to provide Members with updated information regarding the Zoological Gardens' Mountain Tea House, and work undertaken since the initial report in August 2009.

Relevant Background Information

Members will recall the committee received a report at its August meeting regarding the fire that destroyed the Zoo's Mountain Tea House in June 2009. The report in August outlined a range of options which might be considered in terms of replacement of the asset. At Members' request, this report outlines work undertaken since the August report.

Current context

Remedial work at the site has almost been completed. At the tea house site itself, an asphalted surface and fencing has provided a safe area for a limited catering service, which is provided via a temporary mobile facility.

While temporary toilet facilities were in place through the summer, work is now underway to repair the original damaged toilets at the tea house. Pending a final decision on the future direction for the whole tea house facility, a temporary repair will allow for toilets of an adequate standard through the winter and into next season.

Officers continue to meet with the appointed loss adjustors, and currently await a final agreed figure for the replacement of the facility. The insurance cover was such that the Council will pay the original excess (c. £10,000), and the insurance cover will provide for the total 'like for like' replacement costs.

It is intended to commission through the Council's Project Management Unit a business case report to review the options for catering in the zoo. This will include a review of the tea house, and it will look at options regarding its replacement. As reported in August, these options will include the tea house's replacement with an identical facility, or a larger facility and will consider the options for the supply of catering to the new facility.

A strategic outline case will be prepared for submission to the Project Management Unit for inclusion in the capital programme, subjects to gates and approval at Strategic Policy and Resources.

Additionally, meetings are ongoing with Northern Ireland Tourist Board (NITB) and other appropriate organisations that are relevant to this project to assess the potential development of the catering requirements of the zoo and the potential funding opportunities.

Key Issues

Members are asked to note the following key points:

1. Work is ongoing to review the future for the tea house and longer term provision of catering in the zoo;
2. The Council's Project Management Unit and the NITB are involved in this project;
3. A strategic outline business case is being prepared for Project Management Unit for possible inclusion in the capital programme;
4. The cost of a business case report by the Project Management Unit is likely to be in the region of £5,000.

Resource Implications

Financial

The immediate additional costs will be approximately £5,000 for the Project Management Unit's business case review.

Human Resources

There are limited human resource implications currently, though this project has meant an increased workload for zoo officers since the fire in June.

Asset and Other Implications

A new permanent building, of whatever size, will inevitably increase again the Council's building asset ownership and associated liabilities.

Recommendation

The Committee is asked to note the contents of this report and the action taken to date.
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Decision Tracking

The Zoo Manager will report back to Committee by April 2010.
--

Key to Abbreviations

None.

Documents Attached

None.

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Belfast City Council

Report to: Parks and Leisure Services Committee

Subject: **Tenders for the Procurement of Supplies and Services for Parks and Cemeteries Service**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure Services
Ext 3400

Contact Officer: Agnes McNulty, Parks Service Support Manager, ext 3698

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 supplies and services for 1 year with the option to renew annually for a further 2 years in respect of the following:

- Supply and delivery of two verti-drainers
- Supply and delivery of high quality bedding plants
- Provision of works to control invasive weed species
- Supply and delivery of grounds maintenance plant and equipment

Key Issues

The Committee is asked to note that the tenders will be evaluated against criteria based on both cost and quality and the contracts will be awarded to the most economically advantageous tenders.

Resource Implications

Financial

The cost of these contracts has been provided for within the revenue draft estimates as outlined below.

Category	Indicative Costs/Annum
Verti-drainers	£40k

Bedding Plants	£79k
Invasive Weed Species	£33k
Grounds Maintenance Mobile Plant & Equipment	£180k
<u>Human Resources</u> There are no additional human resource implications	
<u>Asset and Other Implications</u> The procurement of the above supplies and services will enable staff to maintain high quality open space in the city.	

Recommendations
It is recommended that the Committee note the contents of the report and approve the proposed tendering exercises and authorise the Director under the scheme of delegation to accept the successful tenders.

Decision Tracking
N/A

Key to Abbreviations
None.

Documents Attached
None.

**Belfast City Council**

Report to: Parks and Leisure Committee

Subject: **Synthetic Cricket Wicket at City of Belfast Playing Fields**

Date: 15th October 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure, ext 3400

Contact Officer: Ricky Rice, Area Manager, North

Relevant Background Information

The Committee is reminded that it received a deputation from the Northern Ireland Cricket Union on 13 March 2008 relating to the provision of cricket facilities throughout Belfast. A copy of the minute is attached as Appendix 1. Based on that meeting committee received a report on 14 May 2009 requesting approval to supply and install a synthetic cricket wicket at City of Belfast playing fields. This was agreed on the basis that Cliftonville Cricket Club would receive a grant of £3,000 from the Lord's Taverners charity and the council would provide £4,500 towards the supply and installation received. A copy of the minute is attached as Appendix 2.

However the Council has been informed by Cliftonville Cricket Club that their application for funding of £3,000 has been unsuccessful. This is because the location of the artificial wicket will be on Belfast City Council land.

In the interim, officers have been in contact with a major supplier of artificial cricket wickets. The supplier has inspected the site location and confirmed the lower base of the existing sub base is in good condition and does not need replacement as originally thought necessary. This has reduced the estimate to supply and install from an original estimate of £7,500 to an estimate of £6,000. This still leaves a shortfall of £1,500 from the original Belfast City Council committee approval to finance £4,500. It was highlighted that there was not sufficient finances in the budget for the site and that the shortfall would need to be found from within other elements of the Parks and Cemeteries overall budget.

Key Issues

The Committee will be mindful that:

- It has previously received a presentation on the issue of the under provision of facilities for cricket; and
- It will be receiving a report on the issue of playing field provision across a range of sports in due course.
- It had agreed on 14 May 2009 to fund £4,500 towards the cost of an artificial cricket wicket.

There is an opportunity to increase provision for cricket clubs at a relatively modest cost. In addition to the request by Cliftonville, the proposal has received support from:

- The Northern Cricket Union;
- Academy Cricket Club;
- Belfast International Cricket Club; and
- Cricket Ireland

All have expressed willingness and a desire to use such a facility.

Resource Implications

Financial Implications

The cost of the works would incur a total expenditure in the region of £6,000 which has not been provided for in the revenue estimates for 2009/10. There is a property maintenance budget which could be used, however, this would further reduce the budget and would have an impact on other projects during the course of the year. The Parks and Leisure Committee has already approved expenditure of £4,500 for this purpose at its meeting on 14 May 2009.

There would be minimal revenue implications in terms of maintenance.

The life of the pitch would be in the region of 8 -10 years and would require replacement at the end of its useful life. This would be at an estimated cost of £6,000 based on 2009 figures.

The provision of the wicket will provide a modest source of income which would offset any small increase in revenue costs. At this time there is no pricing schedule and no firm figure on usage levels which would enable an estimated income to be established.

Human Resource Implications

There are no additional human resource implications, other than officer time.

Asset and other implications

The installation of the synthetic surface would improve provision.

Recommendation

It is recommended that the Committee agree to the request to meet the shortfall of approximately £1,500 to install a synthetic cricket wicket at City of Belfast playing fields.
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Decision Tracking

Recommendations to be implemented by the Principal Parks and Cemeteries Development Manager by June 2010.

Key to Abbreviations

None.

Documents Attached

Appendix 1 – Committee minute from 13 March 2008 Appendix 2 - Committee minute from 14 May 2009
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Appendix 1

Extract from meeting of Parks and Leisure Committee
of 13th March, 2008

“Cricket Delegation

The Committee was reminded that, at its meeting on 13th December, it had agreed to receive a presentation from representatives of the Northern Cricket Union and Woodvale Cricket Club in relation to the provision of cricket facilities throughout Belfast. Accordingly, it was reported that Messrs. R. Haire, R. Johnston and R. Palmer were in attendance and they were admitted to the meeting and welcomed by the Acting Chairman.

Mr. Palmer advised the Committee that the Irish Cricket Union was the overarching body for cricket on the island of Ireland and to which the Northern Cricket Union was affiliated. The Northern Cricket Union represented currently 43 Clubs and approximately 5000 players. The Northern Ireland Cricket Association represented the Irish Cricket Union in Northern Ireland and was responsible for grass root development and the development of youth and elite players for the national cricket team. He pointed out that during the 1970's approximately 17 clubs had been utilising five Council facilities. However, due to the fact that the Council had reduced its cricket facilities to 3 sites and the fact that there had been a reduction in the number of clubs, only 4 cricket clubs played currently within the City. He stated that, due to the success of the national team, the Association had seen a huge rise in interest in the sport. He referred to the lack of provision for indoor cricket and stated that the Association was of the view that the facilities which the Council provided for cricket were in a poor condition. Accordingly, the organisation was requesting that a partnership be established between the Northern Ireland Cricket Association and the Council, with a view to improving and restoring existing outdoor facilities and establishing a dedicated indoor facility and Centre of Excellence.

The Acting Chairman thanked the representatives for their attendance and they retired from the meeting.

(The Chairman (Councillor Stoker) in the Chair.)

After discussion, the Committee agreed that a report in relation to the Council's existing cricket facilities and the potential sport development opportunities be submitted for its consideration in due course.”

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Extract from meeting of Parks and Leisure Committee
of 14th May, 2009

“City of Belfast Playing Fields – Cricket Proposals

The Committee considered the undernoted report:

“Relevant Background Information

The Committee is reminded that at its meeting on 13 March 2008 it received a deputation from the Northern Cricket Union and Woodvale Cricket Club. At that meeting the lack of provision for cricket was highlighted and it was agreed that a further report on the matter would be brought back to Committee at a future date. Officers are currently working on the development of playing pitch strategy which will include all pitch based sports including cricket. Unfortunately, difficulties in obtaining adequate returns from clubs and sports bodies have delayed the development of the strategy, however, renewed efforts are being made to obtain the necessary level of information required to assess existing and latent demand.

In the interim, officers have been approached by representatives of Cliftonville Cricket Club. The club no longer has access to its facilities at Greenisland, however, it has been possible to meet the club’s match requirements at the City of Belfast Playing Fields. The club, while appreciative of the support from the Council in facilitating the playing of its matches, has highlighted the lack of cricket provision and has suggested the installation of a synthetic wicket at the City of Belfast Playing Fields.

The club has secured £3000 funding from the Lord Taverners Organisation, however the total cost is likely to be in the region of £7,500. At a recent meeting with the club and Cricket Ireland the matter was discussed and it was agreed that a report would be brought to Committee to seek approval to install the wicket. It was highlighted that there was not sufficient finances in the budget for the site and that the shortfall would need to be found from within other elements of the Parks and Cemeteries overall budget.

Key Issues

The Committee will be mindful that:

- It has previously received a presentation on the issue of the under provision of facilities for cricket; and
- It will be receiving a report on the issue of playing field provision across a range of sports in due course.

There is however an opportunity to increase provision for cricket clubs at a relatively modest cost. In addition to the request by Cliftonville, the proposal has received support from:

- The Northern Cricket Union;
- Academy Cricket Club;
- Belfast International Cricket Club; and
- Cricket Ireland

All have expressed a willingness and a desire to use such a facility.

Resource Implications

Financial Implications

The cost of the works would incur expenditure in the region of £4,500 which has not been provided for in the revenue estimates for 2009/10. There is a property maintenance budget which could be used, however, this would further reduce the budget and would have an impact on other projects during the course of the year.

There would be minimal revenue implications in terms of maintenance.

The life of the pitch would be in the region of 8-10 years and would require replacement at the end of its useful life. This would be at estimated cost of £7,500 based on 2009 figures.

The provision of the wicket will provide a modest source of income which would offset any small increase in revenue costs. At this time there is no pricing schedule and no firm figure on usage levels which would enable an estimated income to be established.

Human Resource Implications

There are no additional human resource implications, other than Officer time.

Asset and other implications

The installation of the synthetic surface would improve provision.

Recommendation

It is recommended that the Committee agree to the request to install a synthetic cricket wicket at City of Belfast and agree to meet the short fall in funding subject to the receipt of £ 3,000 from the Lord Taverners Organisation to support the project.

The Committee adopted the recommendation.”



Belfast City Council

Report to: Parks and Leisure Committee

Subject: **Tender for the Provision of Maintenance and Small Civil Engineering Works**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure

Contact Officer: Ian Bowden, Civil Engineer, ext 4784

Purpose

The purpose of this report is to seek delegated authority for the Director of Parks and Leisure to invite tenders in respect of maintenance works and small civil engineering works, to evaluate the tenders and to accept the most economically advantageous in line with pre-determined criteria.

Relevant Background Information

The Committee will be aware that the Parks and Cemeteries Section has a measured term contract for carrying out maintenance works and small civil engineering works to Parks and Cemeteries properties throughout the city. This covers a wide range of works such as drainage systems and paths.

The contract is let annually on a schedule of rates basis. The contract makes provision for rates to be renewed each year on agreement between Belfast City Council and the contractor up to a maximum of an additional three years.

Current context

The existing contract was previously let in 2006 and has been renewed annually each subsequent year in line with the provisions of the contract. The current contract will lapse in March 2010 and requires renewal through a competitive tendering process in line with council policy on procurement.

Key Issues

- The committee is asked to note that the contract is essential to the maintenance of our parks.
- The tenders will be evaluated against predetermined criteria.
- The evaluation criteria will be based on both cost and quantity.
- The contract will be awarded to the most economically advantageous tender.

Resource Implications

Financial

It is anticipated that the cost of this contract will be approximately £360,000 per annum and that provision will be made in the draft revenue estimates.

Human Resources

There are no additional human resource implications, the contract will be managed within existing resources.

Asset and Other Implications

The procurement of the above service will enable staff to maintain high quality open space in the city.

Recommendation

It is recommended that the Committee approve the proposed tendering exercise and authorise the Director of Parks and Leisure to award the tender.

Decision Tracking

Officer responsible – Mr Ian Bowden, Civil Engineer.
Actions to be completed by end of December 2009

Key to Abbreviations

None.

Documents Attached

None.

**Belfast City Council**

Report to:	Parks and Leisure Committee
Subject:	Update on Digitisation of Cemeteries Records Project
Date:	15th October, 2009
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure, ext 3400
Contact Officer:	Margaret Tomlinson, Cemetery Archive Project Manager, Ext 2472

Relevant Background Information

The Committee will be aware that since June 2005 a project has been underway to capture in digital form the records of the Cemeteries Office dating back to 1869. This has been a corporately funded project under the direction of the Director of Corporate Services involving employees from the Cemeteries Office; ISB; and the Records Management Unit, Chief Executive's Department.

As Members will be aware the Director of Corporate Services is shortly leaving the Council and, before the project is handed over to Parks and Leisure it was thought that it would be helpful for the Committee to receive an update on the considerable progress achieved and a re-assurance that the project is scheduled to be completed on time and to budget.

Key IssuesProject information

This project was initiated, with considerable support from a number of key Members, to address the problems arising from the quickly deteriorating physical condition of the older burial and cremation records held by the Council. Kept for many years in a basement of the City Hall for reasons of security and to be easily accessible for the daily checks required for this important public service, the binding and pages of the books were reaching a point where some of the older ones were at significant risk of loss if they continued to be handled. Several successive soakings over the years as the basement was subject to flooding had not helped. As a first step the records were moved out of the basement to a newly created temporary storage area on the second floor while a team involving the relevant services was

established to address the issue.

At that stage some corporate funding was available to supplement the departmental resource and it was decided to undertake three strands of work

1. to create a high-quality digital record all of the data contained in the records of grants of burial, burial and cremation orders. This would permit the Cemeteries Office's employees to access the records in future without handling them and therefore protect the physical condition of the books as well as improving the efficiency of accessing the information;
2. concurrently to develop in-house a new record-keeping database compatible with the format of the information being digitised – this would enable the complete record stretching over 140 years to be in a single accessible source; and
3. as these continue to be administrative records of the Council which cannot be transferred to the Public Record Office for Northern Ireland, to create a greatly improved storage facility within the City Hall basements given the opportunity to do this was available in the context of the refurbishment of the building. This would give the Council, now and in the future, a confidence that these records are being cared for properly and effectively.

Current project successes

I am pleased to advise the Committee that all three strands have been successfully progressed and the overall aims for these important Council records are being achieved.

- a. Despite the original scanning company going into voluntary liquidation during the project, we successfully negotiated for another company to take on the work at no additional cost. By 31 March 2010 we will have created a high quality database of approximately half a million individual records at a cost of approx. £270,000. I will have a sample of the quality of the scanning work for Members to view at the meeting.
- b. Records relating to Cemeteries/Crematorium are being scanned at present in order to preserve an image of the relevant documents. Full data capture of the information held on these images is also taking place. Since February 2004 Cemeteries Office staff has been keying newly created information relating to Roselawn/City of Belfast Crematorium directly to the Cemeteries/Crematorium database in preparation for full data capture of all records. With effect from April 2010 this will provide the Council with a seamless record pertinent to all burials/cremations from mid 1869 to the present day.
- c. The new storage area in the basement will provide a temperature and humidity controlled environment suitable to the longer-term storage of these and subsequent paper records for the Cemeteries staff. It is not done to a full archival specification as that is not the statutory role of the Council but it is vastly better than anything previously created by this organisation and reflects the importance of these records (similar improvements have been made for the storage of the Council's legal records). So as not to delay the digitisation project the cemetery records will not be moved from their current temporary location in a

another council building until the project is completed.

Future use of information

Consideration is currently being given on how best to use these records and a report will be brought before the Committee on this issue in due course.

Continuing project governance arrangements

In terms of management of the project between the date on which the Director of Corporate Services leaves and its anticipated completion, I will agree who will chair the cross-departmental project board and report directly to me. I will bring a final report to the Committee by June 2010 at which time the Committee may wish to consider how the achievement of this task can be recognised and communicated to the public, bearing in mind that public accessibility to the database is within legislative constraints.

Resource Implications

The resources for this project are in place and it will be delivered within budget.

Recommendations

The Committee is recommended to:

1. note the progress to date and that the project is expected to be completed on time and to budget;
2. acknowledge the work of the cross-departmental project board and the staff currently involved in the data capture which will be over almost 5 years when the project is completed; and
3. agree the proposed arrangements for the management and reporting on the project in the future.

Decision tracking

The Director of Parks and Leisure will bring a further report to the Committee in May or June,2010

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Belfast City Council

Report to: Parks and Leisure Committee

Subject: **Siting of Memorial in Botanic Gardens**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure, ext 3400

Contact Officer: Andrew Hassard, Director of Parks and Leisure, ext 3400

Purpose of Report

To advise the Committee of a proposal to place a park bench and commemorative plaque in Botanic Gardens in memory of Mr Ashley Cunningham.

Relevant Background Information

As some Members may be aware, a tragic accident occurred on 4 September 2006 at the former Dargan Road Landfill Site which resulted in the death of Mr Ashley Cunningham. Mr Cunningham was an employee of a firm that was a customer of the council at the site. During discussions with the Cunningham family, they indicated their desire to have some memorial to Ashley placed at Botanic Gardens, a park which he would have visited. The family would like a plaque on a bench dedicated to Ashley. Their request was considered by the Health and Environmental Services Committee at its meeting on 7 October when it was agreed to recommend to the Parks and Leisure Committee a park bench with a commemorative plaque be placed in Botanic Gardens. The Legal Services Department has indicated that, if approved by the council, this would be included as a term of settlement in respect of legal proceedings.

Resource Implications

Financial

The estimated cost of an appropriate bench with plaque is £893.

Recommendation

It is recommended that the Committee accede to the request of the Health and Environmental Services Committee that a park bench with a commemorative plaque be placed in Botanic Gardens as a memorial to Ashley Cunningham.

Decision Tracking

Officer responsible – Director of Parks and Leisure. Timetable for completion to be determined by the Legal Services Department.

Key to Abbreviations

None.

Documents Attached

None.



Belfast City Council

Report to: Parks and Leisure Committee

Subject: **Conditions of Hire for Leisure Centres**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure

Purpose of Report

To provide an update regarding the process for reviewing the conditions of hire for leisure centres.

Relevant Background Information

At the September 2009 Parks and Leisure Committee meeting, the issue of the use on 16th August of Whiterock Leisure Centre by the Gort na Mona Historical and Cultural Society was discussed.

At the meeting, I indicated that there was a need to review the conditions of hire for council premises to ensure a consistent approach and to ensure that the council complied with its legal obligations.

The matter of conditions of hire was also considered by the Development Committee at its meeting on 16th September, however, this matter was, at the request of a Member, taken back at the council meeting on 1 October 2009 for further consideration.

Key Issues

- The conditions of hire for council premises needs to be reviewed to ensure consistency and to ensure compliance with legal obligations.
- The chief officers management team has considered the matter and agreed that the Director of Legal Services should undertake a review of the conditions of hire for council premises and prepare a report for consideration by the Strategic Policy and Resources Committee.

Resource Implications

None.

Recommendation

Members are asked to note the content of this report.

Decision Tracking

The Director of Legal Services will provide a report to the Strategic Policy and Resources Committee at its meeting on 23rd October, 2009 on how the review will progress.
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Key to Abbreviations

None.

Documents Attached

None.

**Belfast City Council**

Report to: Parks and Leisure Services Committee

Subject: **Replacement of Pool Cover and Associated Mechanism at Andersonstown Leisure Centre**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure Services, ext 3400

Contact Officer: Katrina Morgan, Leisure Operations Manager

Relevant Background Information

At a special meeting on 12th February 2009, the Strategic Policy and Resources Committee agreed revenue estimates for 2009/10 including £500,000 for the establishment of a corporate thematic budget to finance those elements of crosscutting work, which could not be delivered solely within functional budgets. Accordingly, as part of the Council's Sustainable Development Action Plan 2009-2011, an application was submitted to the corporate thematic budget to support the delivery of a waste characterisation study for a range of council premises in the order of £35,000.

Delays in assigning the corporate budget have meant however, that the waste characterisation study cannot be completed fully within the 2009/2010 financial accounting period, resulting in an estimated £18,000 underspend. Chief Officers considered this underspend at their meeting of 23rd September 2009 and recommended that it be used to support other crosscutting work contributing towards the corporate strategic theme of better care for Belfast's environment – a clean, green city now and for the future and as outlined within the Sustainable Development Action Plan.

Accordingly, as part of the Council's energy conservation and carbon emission reduction activities, Chief Officers recommended that the £18,000 corporate strategy budget underspend be used to replace the pool cover and associated mechanism at Andersonstown Leisure Centre subject to Committee approval. The cost of a replacement pool cover and associated mechanism is estimated at £15,000.

Key Issues

The existing pool cover at Andersonstown Leisure Centre is 9 years old. Due to a collapse of the boom however, a complete new cover and housing is now required.

The Department of Finance and Personnel Public Sector Energy Campaign (PSEC) has identified that swimming pools are large energy consumers and, with rising energy costs, ensuring that the pool water evaporation rate is as low as possible is imperative. High pool water evaporation rates occur in the absence of a pool cover, necessitating a high ventilation rate in the pool hall in order control humidity levels. High evaporation rates also increase the pool water-heating load leading to increased energy consumption and elevated energy bills.

The single most effective means of reducing evaporation from a pool is therefore via the installation and operation of an effective pool cover. Indeed, given that most swimming pools are unused overnight, but many maintain heating and ventilation regimes suitable for daytime occupancy, it is estimated that a well-fitting pool cover can reduce night-time energy usage by as much as 90%, giving overall energy savings of around 25%.

Research conducted in 1994 by The Sports Council, The Institute of Sport & Recreation Management (ISRM) and the Institute of Leisure Amenity Management (ILAM) has shown a swimming pool similar to Andersonstown, in Cardiff City Council installed a pool cover and the payback period on their investment was estimated at 1.6 years. Pool covers generally pay for themselves in energy savings alone in less than three years.

Resource Implications

Financial

Facilities Management have given estimated costs of £15,000 to replace the pool cover on the main pool at Andersonstown. On approval they will seek competitive quotations for this cover. Maintenance costs of £100 per year can be provided from existing budgets

Human Resources

N/A

Asset and Other Implications

N/A

Recommendation

It is recommended that Members approve the use of the £18,000 corporate strategy budget underspend to replace the pool cover and associated mechanism at Andersonstown Leisure Centre

Decision Tracking

Officer responsible – Leisure Operations Manager.
To be completed by end December 2009.

Key to Abbreviations

PSEC: The Department of Finance and Personnel Public Sector Energy Campaign
ISRM: The Institute of Sport & Recreation Management
ILAM: The Institute of Leisure Amenity Management

Documents Attached

None



Belfast City Council

Report to: Parks and Leisure Committee

Subject: **Tender for the Repair and Maintenance of Fitness Equipment**

Date: 15th October, 2009

Reporting Officer: Andrew Hassard, Director of Parks and Leisure, ext 3400

Contact Officer: Andrew Steenson, Health & Fitness Officer, ext 3540

Relevant Background Information

The Committee will be aware that as part of the building upgrade programme for leisure centres, a major fitness suite refurbishment was carried out and a contract for the installation of fitness equipment was awarded to Pulse Fitness Ltd. This contract included a 4 year warranty for the repair and maintenance of fitness equipment. This current tender has now expired on some fitness equipment and will have expired on all fitness equipment by March 2012.

Key Issues

It is intended to invite tenders for the provision of this service for 27 months (January 2010 to March 2012) with the option to renew annually for a further 2 years. The evaluation criteria will be based on both cost and quality. The contract will be awarded to the most economically advantageous tender.

This contract will address repairs and maintenance including parts and labour, to fitness equipment for various leisure centres throughout the city.

Resource Implications

Financial

It is anticipated that the cost of this new contract will be approximately £100,000 which has been provided for within the draft revenue estimates.

Tenders will be evaluated on both cost and quality

Human Resources

There are no additional human resource implications

Asset and Other Implications

The procurement of the above service will enable staff to maintain a high quality fitness service within leisure facilities.

Recommendations

It is recommended that the Committee:

1. note the contents of the report; and
2. approve the proposed tendering exercise using the agreed evaluation criteria set out above and authorise the Director under the scheme of delegation to accept the successful tender.

Decision Tracking

Tender exercise to be completed and work commenced by January 2010 –
Health & Fitness Officer

Key to Abbreviations

None.

Documents Attached

None.



Belfast City Council

Report to: Parks and Leisure Committee
Subject: **Support for Sport Development Grants**
Date: 15th October, 2009
Reporting Officer: Andrew Hassard, Director of Parks and Leisure, ext 3400
Contact Officer: Steven Davidson, Sports Development Officer, ext 3516

Purpose of Report

To inform Members of the decisions taken by the Director of Parks and Leisure regarding support for sport development and hospitality applications received during September 2009.

Relevant Background Information

Members will be aware that delegated authority was given to the Director of Parks and Leisure for hospitality and development applications requesting up to £3,000 and £1,250 respectively – including a one off equipment grant of £250.

Key issues

The Director and relevant officer met on Wednesday 7 October 2009 to discuss small development and hospitality applications under delegated authority.

The small development and hospitality applications are listed in Appendix 1.

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

Financial

The table below indicates the amounts allocated from the 2009/2010 budget.

Area	Total available	Allocated to date	Proposed allocation for September	Remaining after allocation
Development	£120,000	£49,978.56	£20,944.25	£49,077.19
Hospitality	£31,000	£28,730.00	£2,040.00	£230.00

Human Resources

N/A

Asset and Other Implications

N/A

Recommendation

That Members note the content of this report with regard to support for sport development applications.

Decision Tracking

Sports Development Officer to arrange the award of the small development and hospitality grants by 31st October, 2009.

Key to Abbreviations

None.

Document Attached

Table of Recommendations

Appendix 1: small development and hospitality applications September, 2009

Appendix 1- Support for Sport Applications received 25 August – 24 September 2009

ID	Club / Organisation	Activity Details	Running Costs	Amount Requested	Recommendation & Reason	Breakdown of supported costs	Amount Awarded
D-366/10	Olympia Amateur Swimming Club	Coach Education – Supporting 10 coaches for Assistant Swimming Teachers award	£2500.00	£2500.00	Support Provision of support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coach Education : £2500.00 Total: £2500 → 75%= £1000	£1000
D-367/10	Windsor Lawn Tennis Club	Kick Start & Equipment grant To Establish a new Junior Squash Club. In partnership with Ulster Squash	£960	£960+ £231 equipment grant	Support Provision of support up to a maximum of £960 not representing more than 75% of all eligible costs	Coaching costs: £960 Total: £960 → 75%= £720 + £231 Equipment Grant	£720 + £231 equipment grant
D-368/10	Brantwood Football & Recreation Club	Kick Start & Equipment grant for new Junior section within club	£920	£920 + £250 equipment grant	Support Provision of support up to a maximum of £920 not representing more than 75% of all eligible costs	Coaching costs: £720 Marketing costs: £200 Total: £920 → 75%= £690 + £250 Equipment Grant	£920 + £250 equipment grant
D-369/10	Divas Dance Club	Try it Event and Equipment Grant. 10 x 2 hours coaching sessions and marketing costs	£1050	£1050+ £250 equipment grant	Support Provision of support up to a maximum of £920 not representing more than 75% of all eligible costs	Coaching costs: £800 Marketing costs: £250 Total: £1050 → 75%= £787.50 + £250 Equipment Grant	£787.50 + £250 equipment grant
D-370/10	West Belfast Branch – Autism NI	Try it event: Learn to Swim programme at Andersonstown Leisure Centre. Coaching and Facility Hire.	£1012.20	£1012.20	Support Provision of support up to a maximum of £759.15 not representing more than 75% of all eligible costs	Coaching: £806.40 Facility Hire: £205.80 Total: £1012.20 → 75%= £759.15 Already received £373.00 so Max can receive is £627.00	£627.00

Appendix 1- Support for Sport Applications received 25 August – 24 September 2009

D-371/10	115 th Belfast Co. Boys Brigade	Kick Start Grant: 10 weeks facility hire at £10 per week	£100	£100	Support Provision of support up to a maximum of £75 not representing more than 75% of all eligible costs.	Facility Hire: £100 Total: £100 → 75%= £75.00	£75.00
D-372/10	Donard Hospital Football Club	Kick Start Grant: Coaching costs and Facility Hire for new U18 Team.	£1200	£1200+ £250 equipment grant	Support Provision of support up to a maximum of £900 not representing more than 75% of all eligible costs. Need more info for equipment grant	Facility Hire: £800 Coaching costs: £400 Total: £1200 → 75%= £900	£900
D-373/10	Belfast Olympia Lifesaving Club	Training of coaches: 4 coaches National Pool lifeguard qualification at Andersonstown Leisure Centre	£1400	£1400	Support Provision of support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coach education: £1400 Total: £1400 → 75%= £1000	£1000
D-374/10	San Show Self Defence Club	Kick Start Grant: To establish a new kick boxing club based at Loughside Recreation centre	£1400	£1400+ £250 equipment grant	Support Provision of support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coaching costs £960.00 Facility Hire: £240.00 Marketing costs: £100 Certificates: £120.00 Total £1400 → 75%= £1000 + £250 equipment grant	£1000 £250 equipment grant
D-375/10	Hannahstown Community Association	Development Event: Weekly soccer coaching on a Friday evening.	£300	£225	Support Provision of support up to a maximum of £225 not representing more than 75% of all eligible costs	Coaching Costs: £300 Total: £300 → 75%= £225	£225

Appendix 1- Support for Sport Applications received 25 August – 24 September 2009

D-376/10	Hip Hop Crew Dance Club	Sport Festival & Development event: Dance classes at Corpus Christi Youth Club for 16 weeks	£1000	£940+ £250 equipment grant	Support Provision of support up to a maximum of £705 not representing more than 75% of all eligible costs	Coaching Costs: £440 Facility Hire: £240 Leaflets / Flyers £60 Trophies: £200 Total: £940 → 75%= £705 + £250 equipment grant	£705.00 + £250 equipment grant
D-377/10	Lower Shankill Welfare Group	Kick Start grant & Development event: Dance classes at Percy Street Community Centre	£1000	£1000 + £250 equipment grant	Support Provision of support up to a maximum of £750 not representing more than 75% of all eligible costs (Not eligible for equipment grant)	Coaching costs: £800.00 Certificates: £100.00 Total £900 → 75%= £675.00	£675.00
D-378/10	Mersey Street residents Association	Kick Start, Development Event & Training of coaches: 4 coaches IFA level 1 and First Aid. Coaching sessions for 5 – 25 year olds	£1350	£1350 + £250 equipment grant	Support Provision of support up to a maximum of £1000 not representing more than 75% of all eligible costs	Coach Education: £950 Marketing: £100 Medals / Certificates: £300 Total £1350 → 75%= £1000	£1000 +250 Equipment grant
D-379/10	West Belfast Football Club	Coach Education & Equipment Grant: Develop new section within the club 2 coaches for IFA Level 1 and 1 coach for IFA level 2.	£1300	£975 + £250 equipment grant	Support Provision of support up to a maximum of £975 not representing more than 75% of all eligible costs	Coaching education: £1300 Total £1300 → 75%= £975.00 + £250 equipment grant	£975.00 + £250 equipment grant
D-380/10	Ballysillan Young Men	Kick Start and Try it event: Coaching costs and facility hire at Ballysillan Leisure Centre	£960	£960 + £250 equipment grant	Support Provision of support up to a maximum of £720 not representing more than 75% of all eligible costs	Coaching costs: £240 Facility Hire: £720 Total £960 → 75%= £720 + £250 equipment grant	£720 + £250 equipment grant

Appendix 1- Support for Sport Applications received 25 August – 24 September 2009

D-381/10	Cardinac O,Donnells GAC	Sports festival or Development event: Under 14 GAA football competition at McCrory Park. Fri, Sat and Sun	£1372	£1372	Support Provision of support up to a maximum of £1029 not representing more than 75% of all eligible costs	Coaching costs: £672 Marketing: £250 Medals / Certificates: £450 Total £1372 → 75%= £1029	£1029
D-382/10	Grosvenor Youth F.C	Kick Start Grant & Equipment Grant: Outreach programme aimed at developing a new under 10 team at Whiterock L.C	£795	£765 + £175 equipment grant	Support Provision of support up to a maximum of £596.25 not representing more than 75% of all eligible costs	Coaching costs: £360 Facility Hire: £360 Medals / Certificates: £75 Total £795 → 75%= £596.25 + £175 Equipment grant	£596.25 + £175 equipment grant
D-383/10	Glen Community Centre Woman's Group	Development Event: Coaching costs for 16 week Boxercise and fitness classes	£800	£800	Support Provision of support up to a maximum of £600 not representing more than 75% of all eligible costs	Coaching costs: £800 Total £800 → 75%= £600	£600
D-384/10	Wildcats Basketball Club (Olympia L.C)	Kick Start Grant & Equipment Grant for new club: Facility Hire at Olympia Leisure Centre	£608	£608	Support Provision of support up to a maximum of £456 not representing more than 75% of all eligible costs	Facility hire: £608 Total £608 → 75%= £456	£456
D-385/10	St Pauls GAC	Training of Coaches & Development event: Training of 30 coaches and development festival for 6-14 years	£1300	£1300 + £225 equipment grant	Support Provision of support up to a maximum of £975 not representing more than 75% of all eligible costs (not eligible for equipment grant)	Coach Education £900 Marketing £100 Medals / Certificates £300 Total £1300 → 75%= £975	£975.00
D-386/10	St Pauls Amateur Boxing Club	Try it event and Development festival aimed at developing their newly established club	£1240	£1240 + equipment grant	Support Provision of support up to a maximum of £742.50 not representing more than 75% of all eligible costs.	Coaching costs: £320 Marketing: £150 Medals / Certificates: £520 Facility Hire: £250 (Not eligible at own facility). Total £990 → 75%= £742.50 + £250 equipment grant	£742.50 + £280 equipment grant

Appendix 1- Support for Sport Applications received 25 August – 24 September 2009

D-387/10	Corpus Christi Amateur Boxing Club	Training of coaches & Try it event. 4 coaches trained and boxing exhibition event for 10 – 17 year olds	£1160	£1160 + £250 equipment grant	Support Provision of support up to a maximum of £780.00 not representing more than 75% of all eligible	Coaching costs £480 Coach education: £360 Facility Hire: £120 (not eligible for own facility) Marketing: £100 Medals: £100 Total £1040 → 75%= £780 + £250 equipment grant	£780 + £250 equipment grant
D-388/10	Utopia Dance Club	Development Event: Dance Festival at Shankill Leisure Centre	£1480	£1480 + £250 equipment grant	Support Provision of support up to a maximum of £1000 not representing more than 75% of all eligible (Not eligible for equipment grant)	Coaching costs: £400 Facility Hire: £480 Marketing: £150 Medals / Certificates: £100 Other: £350 Total £1480 → 75%= £1000	£1000
D-389/10	First Steps (Horn Drive Community Centre)	Development Event: Gymnastics and Dance programme	£1350	£1350	Support Provision of support up to a maximum of £1000 not representing more than 75% of all eligible (Not eligible for equipment grant)	Coaching costs: £400 Marketing materials: £350 Other (Transport): £600 Total £1480 → 75%= £1000	£1000
Total Amount Allocated to Date			Total Amount Allocated This Month			Overall Total after allocation	
£49,978.56			£20,944.25			£70,922.81	

NB: £49,077.19 left in Small Development Grants fund after September allocation

Appendix 1- Support for Sport Applications received 25 August – 24 September 2009

AREA	ORGANISER / EVENT	REF.	EVENT DATE	SUMMARY	RECOMMENDATION	REASON
Hospitality	Northern Ireland Commonwealth Games Council	H-33/10	14 November 09	Queens Baton Relay with handover to of Commonwealth Games baton to the Lord Mayor of Belfast	Offer support £600	Towards fork supper following the handover
Hospitality	Athletics Northern Ireland	H-34/10	05 February 2010	Hospitality for after the event	Offer Support £1440	Towards fork supper following the event
Total amount allocated September				Total amount allocated to date	Amount allocated after September	
£2040.00				£28,730.00	£30,770.00	

NB: £230.00 left in Hospitality fund of £31,000 after September allocation