

Document Pack

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



Friday, 4th February, 2011

MEETING OF PARKS AND LEISURE COMMITTEE

Dear Councillor,

The above-named Committee will meet in the Lavery Room (Room G05), City Hall on Thursday, 10th February, 2011 at 4.30 pm, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully

PETER McNANEY

Chief Executive

AGENDA:

1. Routine Matters
 - (a) Apologies
 - (b) Minutes
2. Cemeteries and Crematorium Charges (Pages 1 - 6)
3. Parks and Leisure Services - Scale of Charges 2011/2012 (Pages 7 - 42)
4. Recruitment of Head of Parks and Leisure (Pages 43 - 44)
5. Water Damage to Parks Properties (Pages 45 - 48)
6. Safer Neighbourhoods Anti-Social Behaviour Programme - People in Parks Update (Pages 49 - 54)
7. Consultation on Death Certification (Pages 55 - 88)
8. Obesity Consultation (Pages 89 - 112)

9. Purchase of Land at Dunville Park (Pages 113 - 116)
10. Draft Playing Pitches Strategy (Pages 117 - 118)
11. Regional Stadia (Pages 119 - 120)
12. Green Graves (Pages 121 - 122)
13. Parks and Leisure Improvement Agenda - Review of Management Arrangements in Leisure Services (Pages 123 - 130)
14. 'Fit for It' Employment Programme (Pages 131 - 134)
15. Irish Football Association Grassroots Development (Pages 135 - 140)
16. Events at Upper Botanic Gardens (Pages 141 - 154)
17. Parks Events Grant Scheme (Pages 155 - 160)
18. Mountain Tea House at Belfast Zoological Gardens (Pages 161 - 170)
19. Christian Tent Easter Mission (Pages 171 - 178)
20. Staff Attendance at Gaelic Football Event (Pages 179 - 180)
21. Fields in Trust (Pages 181 - 190)
22. NILGA Awards Ceremony (Pages 191 - 204)
23. Support for Sport Applications (Pages 205 - 212)

Extract from minutes of -

PARKS AND LEISURE COMMITTEE

13th JANUARY, 2011

—
“Cemeteries and Crematorium Charges

(Ms J. Wilson, Business Support Manager, attended in connection with this item.)

The Committee considered the undernoted report:

1. **Relevant Background Information**

Members will be aware of the ongoing work to secure adequate burial/cremation provision to meet future needs. A number of decisions have been made by the Committee at its meetings in September and November 2010. The main decisions being:

- **the Nutts Corner site is not suitable as a potential site for a new cemetery;**
- **site visits to the Dundrod sites to be organised for the Committee prior to initiating site investigations ;**
- **a robust plan to be developed for the provision of additional crematorium facilities;**
- **further work including a feasibility study be Pundertaken to investigate the provision of facilities for natural burials;**
- **any land acquisition for burial be on a voluntary basis; and**
- **burial and cremation charges should be reviewed.**

There is a need to review the current charges for Bereavement Services to ensure that the operating costs are covered, provision is made to cover future capital investments and to ensure that charges reflect the market norms.

The charges for burial and cremation services are normally reviewed in January along with the Department's other fees and charges. A 5% increase has currently been allowed for in the draft 2011/12 estimates.

2. **Key Issues**

A study was undertaken to:

- identify the true costs of cemetery and crematorium services;
- review the current pricing options;
- benchmark against similar provision within the UK; and
- identify a series of pricing options and their financial implications.

An economic appraisal of a new crematorium facility was also undertaken by BDO to explore the options for the development of a new crematorium facility and to ensure value for money would be achieved in such a new facility. Options will be presented to committee in February 2011 for the provision of additional cremation facilities.

Findings

- In comparison to the rest of the UK, the Council was generally one of the least expensive for burial and cremation charges.
- In the UK the split of cremations verses burials differs from Northern Ireland: 18% cremations in NI ;72% in UK.
- Currently for Council residents burials are 440% more expensive than cremations. This provides an incentive for people to choose cremation over burials.
- Currently 30% of all burials are from non residents of Belfast.
- 59% of cremations are from non residents of Belfast.
- There are different charges for residents and non residents with the latter subsidising the former.
- The crematorium is currently working at a high level of capacity which is 56% greater than the average UK crematorium which is unsustainable.
- BDO recommend that the rates charged for cremations to local ratepayers, to those from other NI Councils and beyond are assessed to ensure that 'market rates' are in place or introduced.
- As the Council's crematorium facility is the second cheapest in the UK an increase in the cremation rates could assist with the private sectors' willingness to engage in the provision of cremation services.

Assessment of the financial pressures on the service has been analysed for both the crematorium and cemeteries as follows:

Capital pressures

Currently legislation is having an impact on the services provided by the crematorium and the cemeteries due to the requirements of the mercury abatement legislation and health and safety legislation regarding headstone safety. A pilot headstone safety project is currently underway in the City Cemetery and it is estimated that the project could cost up to £1m over the next 10 years. The 4 furnaces in the crematorium need re-bricked every 5 years and the cremators will need replaced in the next 10 years. Given these capital requirements, it is appropriate that users contribute to the future provision of these services and that a process is identified so that such contributions can be factored into the financing of future capital requirements.

Other cities are experiencing similar financial pressures. For example, burials in Scotland have recently seen a 70% price increase with a new burial in Glasgow increasing from £658 to £1079. A cremation in Glasgow has also increased this year from £348 to £521. The explanation given for these increases was that they were needed to provide for an upgraded crematorium for the city.

Revenue pressures

The maintenance of the grounds within cemeteries is being impacted on by the increased costs including supplies and fuel. The crematorium has felt the impact of the increased utility charges and with the 4 cremators working to full capacity pressure is on to ensure that they are adequately maintained to ensure business continuity.

3. Resource implications

Financial

The analysis of the current levels of demand and future projections indicate an increased demand on our burial and cremation services. To meet that demand investment is needed not only to maintain the current service but to address legislative issues such as headstone safety and mercury abatement.

Options to address the financial pressures on the services are as follows:

An assumption has been made that the Council will maintain a pricing structure for residents and non residents and this differential in pricing will be maintained and is reflected in the options.

Options

1. Do nothing - no price increases and continue to subsidise all of the bereavement services increasing costs; currently a net cost to the rate payer of £539,000 (excluding capital costs and internal charges.)
2. Agree that the price must cover the full cost for both services i.e. move to breakeven price (full cost) in a phased approach for residents. An increase of 5% has already been included in the draft revenue estimates for 2011/12.
3. Breakeven price plus a contribution: a) to grounds maintenance for burials and b) capital and grounds costs for burials and capital costs for cremation implemented in a phased approach for residents
4. Comparable market rate for crematorium/burial charges analysis phased for residents *

Proposed new grave minimum charge against each option

~Based on current average charge

Option 1 As is - no price increase	Option 2 Full cost	Option 3 Full cost plus contribution		Option 4 Comparable rate across UK*
		a) grounds maintenance costs	b) capital and grounds costs	
Resident £491	£516 5% increase	£761 55% increase	£1085 120% increase	£818 66% increase
Non Resident £1497	£1548 5% increase	£2283 52% increase	£3255 117% increase	£2454 64% increase

(local government average across UK)*

Proposed cremation minimum charge against each option

Option 1 As is - no price increase	Option 2 Full cost Phased over two years	Option 3 Full cost plus contribution to capital phased	Option 4 Comparable rate across UK*
Resident £198	£208 rising to £297 5% to 50% increase	£297 rising to £397 50% to 100% increase	£402 103% increase
Non Resident £397	£594 50% increase	£594 rising to £794 50% to 100% increase	£804 103% increase

Once an option is agreed the implementation of the new charges would have to be phased in over 2 years depending on the option agreed.

4. Equality and good relations implications

An equality impact assessment of the scale of charges within the service was previously carried out and all issues were addressed at that time. No changes have been made to the principles underpinning their rationale.

5. Recommendations

It is recommended that option 3a is agreed for the cemetery and option 3 for the crematorium charges for residents as a phased approach over two years. Non Resident charges should be increased automatically from 2011/12.

It is recommended that the Bereavement Service undertakes an analysis of the usage of the complex range of services as set out in the pricing schedule and puts forward a proposal for rationalising the range of services and the associated charges were relevant.

6. Decision Tracking

New pricing schedule implemented from 1 April 2011 with an in year uplift for the next 2 years as per the costing option attached and to be carried out by the Business Manager and reflected in the estimates going forward.”

After a lengthy discussion, it was

Moved by Councillor D. Browne,
Seconded by the Deputy Lord Mayor (Councillor Humphrey),

That the Committee agrees to adopt option 3b in respect of the provision of new graves and option 3 in relation to the proposed cremation minimum charge.

Amendment

Moved by Councillor Hartley,
Seconded by Councillor Maskey,

That the Committee agrees to adopt option 1 contained within the report in respect of the Council's cemeteries and crematorium charges.

On a vote by show of hands six members voted for the amendment and nine against and it was accordingly declared lost.

Further Amendment

Moved by Councillor Kyle,
Seconded by Councillor Mallon,

That the Committee agrees to adopt option 2 contained within the report in respect of the Council's cemeteries and crematorium charges.

On a vote by show of hands three Members voted for the amendment and thirteen against and it was accordingly declared lost. The original proposal standing in the name of Councillor D. Browne and seconded by the Deputy Lord Mayor (Councillor Humphrey) was thereupon put to the meeting when nine members voted for and seven against and it was accordingly declared carried."

Extract from minutes of -

PARKS AND LEISURE COMMITTEE

13th JANUARY, 2011

—

“Parks and Leisure Services – Scale of Charges 2011/2012”

(Ms. J. Wilson, Business Support Manager, attended in connection with this item.)

The Director of Parks and Leisure submitted for the Committee’s consideration a report in respect of the Scale of Charges for the use of facilities within the Parks and Leisure Department for the financial year 2011/2012.

After discussion, the Committee approved the scales of charges for 2011/2012, copies of which were available for inspection on the Council’s modern.gov website.”

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	2011/12 Scale of Charges for Parks and Leisure Services
Date:	13 th January 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Jacqui Wilson, Business Manager, Ext 3403

Relevant Background Information	
	<p>Fees and Charges for the use of facilities within Parks and Leisure Services are reviewed annually, in line with the estimates process and revised rates implemented with effect from 1st April.</p> <p>This year a number of operational reviews are taking place and the proposed Scale of Charges, implemented from 1st April 2011, may be subject to amendment at some stage during the course of the year. In addition, approval has been given by committee for a review of the Boost Discount Scheme within Leisure Services. This review has been initiated but will not be completed in time to ensure updated charges are in place for April. Consequently, any implications from this review may form the basis of a revised Scale of Charges report for Leisure Services later in the year.</p> <p>The reviewed scale of charges takes into account the increase in VAT from 17.5% to 20% which changed on 4th January 2011.</p>

Key Issues	

Belfast Castle and Malone House

These venues have seen income adversely affected by the economic downturn. The proposed increase in the Scale of Charges for 2011/12 is an average of 2.5% including the VAT increase, which is in line with corporate guidance issued as part of the Revenue Estimate setting process. A promotional period of 3 months introducing reduced prices is being proposed in April. This trial may include reducing some Block room bookings by up to 20% while other room bookings may be increased by the same amount. If the trial is successful in stimulating usage any significant amendment in charges will be reported to committee for approval.

Outdoor Leisure and Open Spaces

The average increase for most activities is 5%, which is in line with corporate guidance plus the 2.5% in VAT, effective from 4th January 2011. An initial assessment has highlighted that the current scale of charges for some outdoor leisure activities does not adequately reflect the costs of providing a number of the services. Increases of 23 -60% would be required in some areas notably cricket and grass pitch charges. An increase of 10% is being proposed in these areas for 2011-12 and further work will be undertaken to ensure the charges are accurately reflecting the costs associated with each individual activity.

Cemeteries

The average increase for cemetery charges is 5%, again in line with corporate guidance and the need to account for the VAT increase. A separate report on cemetery and crematorium charges has been tabled at this committee for members' views. The proposed charges for 2011/12 will be in line with the recommendations approved by members.

Belfast Zoo

An average increase of 5% is proposed for 2011/12. A review of the business model for the Zoo is currently underway and will be reported to committee at a later date. Any recommendations coming out of that review which affect pricing will be brought through committee for approval.

Indoor Leisure

Pending the review of the Boost Discount Scheme, an average increase of 5% is proposed for 2011/12. Exceptions to this increase have been proposed for "legacy members." Legacy members are those that still retain a membership that existed prior to Boost. These memberships have been increasing by more than inflation each year, to encourage members to convert to Boost. If approved, each legacy member will be contacted and advised of the more appropriate boost membership relevant to their needs. Given the annual increase in charge, the equivalent Boost membership should provide better value for the member.

Equality and Good Relations Implications

There are no equality implications in agreeing the 2011/12 Scale of Charges. The outcome of any current or proposed reviews, which may impact on the Scale of Charges, will however be subject to equality screening

	Resource Implications
	<p><u>Financial</u> The impact of the recommendations will be to increase potential income by an inflationary level, accounting for the increase in VAT. In addition, reviews will be required to consider what impact the economic downturn has on the ability to generate revenue.</p> <p><u>Human Resources</u> There are no additional human resource requirements in relation to implementation of the proposed Scale of Charges.</p>

	Recommendations
	It is recommended that Committee adopts the Scale of Charges for 2011/12, as detailed in the attached appendices, for implementation in April 2011.

	Decision tracking
	Officer Responsible: Business Manager Actions to be completed for 1 st April 2011.

	Guide to abbreviations
	None

	Documents attached
	<p>Appendix 1: 2011/12 Scale of Charges Malone House and Belfast Castle</p> <p>Appendix 2: 2011/12 Scale of Charges Outdoor Leisure and Open Spaces</p> <p>Appendix 3: 2011/12 Scale of Charges Cemeteries and Crematorium</p> <p>Appendix 4: 2011/12 Scale of Charges Belfast Zoo</p> <p>Appendix 5: 2011/12 Scale of Charges Indoor Leisure</p>

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BELFAST CASTLE/MALONE HOUSE**ROOM HIRE CHARGES****1st April 2011 – 31st March 2012****BELFAST CASTLE****ROOM HIRE RATES**

Ground Floor (which includes Chichester Room and Donegall Room)	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Before 6.00 pm	130.00	133.25
6.00 pm – 2.00 am	140.00	143.50
Block 5 hour rental before 6.00 pm	495.00	505.00
Block 6 hour rental after 6.00 pm	620.00	635.50
Block 10 hour rental	795.00	815.00
Block day time rental 9.00 am - 5.00 pm	725.00	743.00

Fisherwick, Ashley, Ben Madigan, Donegal, Deerpark and Haslem Rooms		
Before 6.00 pm	63.00	65.00
6.00 pm - 2.00 am	68.00	70.00
Block 5 hour rental before 6.00 pm	180.00	184.50
Block 6 hour rental after 6.00 pm	240.00	246.00
Block day time rental 9.00 am - 5.00 pm	285.00	292.00
10 hour Block Booking * Ben Madigan Room only	420.00	430.00

<u>Minor Meeting Room</u>	45.00 per hour	46.10 per hour
Block day time rental 9.00 am - 5.00 pm	190.00 per hour	195.00 per hour

Facilitation Fee for Commercial Photography. £100.00 per session.

**MALONE HOUSE
ROOM HIRE RATES**

Harberton Room	01/04/10 – 31/03/11 £	01/04/10 – 31/03/11 £
Hourly before 6pm Hourly after 6pm	95.00 per hour 110.00 per hour	97.40 per hour 112.75 per hour
Block 5 hour rental before 6.00 pm	385.00	395.00
Block 6 hour rental after 6.00 pm	510.00	523.00
Block day time rental 9.00 am – 5.00 pm	600.00	615.00
Block 10 hour rental	775.00	795.00

Hillsborowe Room		
Before 6.00 pm 6.00 pm - 2.00 am	78.00 per hour 82.00 per hour	80.00 85.00
Block 5 hour rental before 6.00 pm	325.00	330.00
Block 6 hour rental after 6.00 pm	355.00	364.00
Block day time rental 9.00 am – 5.00 pm	440.00	450.00

William Legge Room / Montgomery Room		
Before 6.00 pm 6.00 pm – 2.00 am per hour	68.00 82.00	70.00 84.00
Block 5 hour rental before 6.00 pm	290.00	297.00
Block 6 hour rental after 6.00 pm	305.00	310.00
Block day time rental 9.00 am-5.00 pm	355.00	364.00

Bridal Room 1 / 2 / Minor Meeting Room		
Hourly Rate	45.00	46.00
9 – 5pm Rate	190.00	194.75
Barnett Restaurant		
Hourly Rate (maximum 2 hours)	40.00	50.00
* Patio Hire	350.00 no change	359.00

GENERAL CONDITIONS

1. Minimum booking 2 hours at any time.
2. For all bookings a non-refundable deposit of 50% is required.
3. **Belfast Castle** – 20% discount to apply to wedding receptions held from Sunday to Thursday (except for Bank/Public holidays). This is to match discount provided by caterer.

4. **Malone House** – 20% discount to apply to wedding receptions as above. Bookings for Wedding Receptions include use of Bridal Suite. This is to match discount provided by caterer.
5. Payment in respect of wedding receptions must be made no later than the day before the event.

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Outdoor Leisure

Scale of Charges 2011/12

All charges are inclusive of VAT, unless stated

Bowling Outdoor		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Season Ticket - Adult	47.00	49.35
Season Ticket – Senior Citizen	15.60	16.40
Season Ticket – Senior Citizen Limited Use 11.00am – 4.30pm	8.00	8.40
Season Ticket – Juvenile	14.50	15.20
Season Ticket - Unemployed	15.50	16.30
Season Ticket – Unemployed Limited Use 11.00a. – 4.30pm	8.00	8.40
Monthly Ticket – Adult	12.90	13.55
Monthly Ticket - Juvenile	8.60	9.00
Locker hire per person (non refundable)	6.50	6.80
Greenage per person per hour	2.90	3.05
Greenage - unemployed	1.90	2.00

Bowling Indoor		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Standard fee per Winter Season, per person	11.70	12.30
Hire of Bowling Pavilion (vat exempt) per hour	8.50	9.35

Cricket		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Full Day Adult	89.00	98.00
Full Day Juvenile	45.00	49.50
Part Day Adult	59.00	64.90
Part Day Juvenile	30.50	35.50
Artificial Wicket – Full Day Adult	55.10	60.00
Artificial Wicket – Full Day Juvenile	28.00	30.00
Artificial Wicket – Part Day Adult	37.50	42.00
Artificial Wicket – Part Day Juvenile	19.25	21.00

Cycling		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Season Ticket – Adult	15.70	16.50
Season Ticket – Juvenile	7.80	8.25
Charge per session - Adult	2.30	2.40
Charge per session - Juvenile	1.70	1.80

Morning Session (Mon – Sat)	22.50	23.60
Afternoon / Evening Session (Mon – Fri)	33.80	35.50
Afternoon / Evening Session (Saturday)	56.20	59.00

Grass Sport Pitches		
Pitch and Pavilion – Charge per 2 hours	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Grade A Pitch – Adult	39.00	43.00
Grade A Pitch - Juvenile	20.40	22.50
Grade B Pitch – Adult	32.00	35.00
Grade B Pitch - Juvenile	15.50	17.00
Grade C Pitch – Adult	24.20	27.00
Grade C Pitch - Juvenile	12.00	13.20
Junior International Pitch (Blanchflower Stadium) Lower Charge	55.50	61.00
Junior International Pitch (Blanchflower Stadium) Higher Charge	107.00	118.00
Junior International Pitch with use of floodlighting or social area - Lower Charge	171.50	188.00
Junior International Pitch with use of floodlighting AND social area - Lower Charge	143.50	158.00
Junior International Pitch with use of floodlighting AND social area - Lower Charge	200.00	220.00

Aeromodelling		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
3 hour Session	9.90	10.40

Archery		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Social Price – per hour	none	15.00
Competition / Commercial – per booking, per day	none	£115.00

Filming in Parks / Parks Properties		
The following charges will apply to commercial filming and television productions and photography. Any exceptions will require prior departmental agreement.		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
TV Productions, Commercials, Small Films 5 hour booking	100.00	110.00

Additional per hour	30.00	35.00
Feature Films Per day	500.00	550.00
Commercial Photography – per shoot (see Belfast Castle and Malone House for separate, specific charges)	50.00	52.50
Wedding Photography – Botanic Gardens and Sir Thomas And Lady Dixon Park – per shoot	15.00	16.00
Wilmont House – as a location for film companies – per day	300.00	315.00

Corporate Events in Parks

Event - Community Use: No current consistent charging mechanism. For 2011/12, charge should be the equivalent of staff costs for set up and re-instatement.

Event – Commercial Use: No current consistent charging mechanism. For 2011/12, charge should be the equivalent of staff costs for set up and re-instatement. In addition, £100 per day or 20% (whichever is greater) of overall costs should be charged, as a management fee.

Adventure Playground

	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Charges per session (children only)	2.10	2.20
Annual ticket (allows for 40 visits per annum)	37.50	39.40

Cave Hill Adventurous Playground is located in grounds of Belfast Castle
Free admission to Belfast City Council Summer Schemes
One Free entry only to Community Groups funded by Community Services

Nature Study Centre

	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Charge per session per child	2.00	2.10

Nature Study Centre

	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Spring Fair:		
Adults	2.00	2.10
Senior Citizens	1.00	1.05
Children	Free	Free

	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Garden Gourmet: Adults Senior Citizens Children	3.00 2.00 Free	3.10 2.10 Free
Spring Fair Trade: Trade Stand Society Stand	100.00 35.00	105.00 36.50
Rose Week: Trade Stand Society Stand	100.00 35.00	105.00 36.50
Garden Gourmet: Trade Stand Society Stand	100.00 35.00	105.00 36.50

Allotments		
	01/04/10 – 31/03/11 £	01/04/11 – 31/03/12 £
Allotment Site: Annadale, Belmont Ballysillan, Blythefield NB. Half Plots charges at half normal fee	32.00	33.60
The season for allotments runs from November to October each year.		
Belfast in Bloom: Cost of Floral Sponsorship		
		01/04/11 – 31/03/12 £
Full Flower Tower. Supply and Maintain		325.00
Half Flower Tower: Supply and Maintain		275.00
Hanging Basket: Supply and Maintain		105.00
Wall Basket: Supply and Maintain		105.00
Hanging Basket: Supply only		45.00
Wall Basket: Supply only		35.00
Supply of Hanging Basket Bracket		21.00
Supply of Wall Basket		12.00
Supply of pole double bracket and fitting		80.00
Note: The above costs include distribution and collection from Beechvale Nursery		

CITY OF BELFAST**CITY, DUNDONALD AND ROSELAWN CEMETERIES**

Scale of Charges
(inclusive of VAT where applicable)

Effective from 1 April 2011

Description	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
City Cemetery	None Available	None Available	None Available	None Available
Dundonald Cemetery	None Available	None Available	None Available	None Available
Roselawn Cemetery - Type A	491	1474	516	1548
Type B (2 Burials & Cremated Remains – <i>when available</i>)	238	714	250	750
Fee for Grant	34	68	35	70
Fee for Grant Certificate or Duplicate	68	136	70	145
Fee for registration of transfer, probate or succession	68	136	70	145
<u>Opening Graves (Other than Vaults)</u>				
First Opening	348	1044	365	1095
Re-opening for second or subsequent openings	279	837	290	870
Opening to ascertain if interment can take place	143	429	150	450
Interment of Cremated Remains	68	136	70	210
Note: For non Belfast residents with existing graves, a charge of twice the Belfast resident rate will apply				
<u>Opening Vaults</u>				
For each interment, exclusive of taking down and refixing monuments and other erections (which are not undertaken by the City Council) and also exclusive of excavation, brickwork and covering slab or slabs. On request from Area Manager				

	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
<u>Exhumations</u>				
One charge for exhumation	3407	3407	3575	3575
<u>Double and Treble Charges</u>				
<p>1. Where the right of interment in a grave space was purchased at the fee appropriate to a Belfast resident, any interment therein of any non-resident will be charged at three times the fee appropriate to a Belfast resident at the time of burial (except in circumstances where the interment relates to a child (under the age of 18) of a person ordinarily resident in Belfast at the time of the purchase of the grave in which case the fee applicable will be the Belfast rate.</p> <p>2. Where the right of interment in a grave space was purchased at the fee appropriate to a non-Belfast resident, interment therein of any non-resident will be charged at twice the fee appropriate to a Belfast resident at the time of burial.</p> <p>3. Should a Non-Belfast resident purchase a grave for the interment of a Belfast resident then the Belfast resident rate will be applied provided proof of Belfast residency at the time of death can be provided.</p> <p>4. Former Belfast Residents who have moved out of Belfast due to ill – health into care, whether a Hospital, Nursing/Residential Home or care by a relative or friend within the ten year period prior to their death, may qualify for the Belfast Resident rate where proof of residency in the form of a bill/bills, or a letter from their General Practitioner is provided by the family/applicant. (Application forms may be obtained by contacting the Cemeteries/Crematorium Central Office, Adelaide Exchange, 24 – 26 Adelaide Street, Belfast. BT2 8GD)</p>				
<u>Charges for Burials and Cremations on Saturdays, Public Holidays and Council Holidays</u>				
A surcharge of £150.00 will be levied on all cremations and burials taking place on Saturdays, Public Holidays and Council Holidays.				
	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
<u>Memorials</u>				
Fee for right to erect (All Cemeteries)	54	107	55	110

	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
Foundations (Dundonald)				
Surround Only: For consolidated ground, where there is an existing headstone	81	163	85	170
Surround Only: For unconsolidated ground, where there is an existing headstone	244	488	255	515
Type No 1: For consolidated ground Foundations 4' 6" x 18" x 9" (1350 x 450 x 225mm)	123	245	130	255
Type No 1A: For unconsolidated ground Foundations 4'6" x 18" x 9" (1350 x 450 x 225 mm) (2 piers – 9") (225mm)	218	437	230	460
Type No 2: For consolidated ground Foundations 4'6" x 18" x 9" (1350 x 450 x 225 mm) Plinth 18' x 9" x 6" (5500 x 225 x 150 mm)	198	396	210	415
Type No 2A: For unconsolidated ground Foundations 4'6" x 18" x 9" (1350 x 450 x 225 mm)	469	937	490	985
Type No 3: For any type of ground Foundations 4'6" x 2' x 9" (1350 x 600 x 225 mm) Plinth 17' x 9" x 6" (5200 x 225 x 150 mm) (6 piers - 9") (225 mm)	544	1088	570	1140
Type No 4: For consolidated ground Foundations 9' x 15" x 9" (2700 x 375 x 225 mm) Plinth 22'6" x 12" x 6" (6850 x 300 x 150 mm)	325	651	340	685
Type No 4A: For unconsolidated ground Foundations 9' x 12" x 9" (2700 x 300 x 225 mm) Plinth 22'6" x 12" x 6" (6850 x 300 x 150	504	1007	530	1055

mm) (4 piers - 12") (300 mm)				
For types of foundation work not set out in the above scale, actual cost plus the customary supervision of 15% will be charged.				
Foundations (Roselawn and City Cemeteries)				
Memorials	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
Fee for right to erect (All Cemeteries)	54	107	55	110
Type III: 4'0" x 1'0" x 9" (1200 x 300 x 225 mm)	157	313	165	330
Type VI 8'0" x 1'0" x 1'3" (2400 x 300 x 375 mm)	314	628	330	660
Where the nature of the ground is such that additional piers for support are necessary, the actual cost will be charged.				
<u>Planting Graves</u>				
Roselawn Cemetery and graves bought after 1st February 1978 in the City Cemetery: (Spring and Summer)				
Area 3 feet x 3 feet (900 x 900 mm)	41	82	45	85
Area 3 feet x 1 ¹ / ₂ feet (900 x 450 mm)	28	56	30	60
Providing Soil – From 1.04.03 included in above charges				
Dundonald Cemetery and graves bought before 1st February 1978 in the City Cemetery: Area approximately 7 feet x 4 feet (2,100 mm x 1,200 mm)				
Spring or Summer season	90	179	95	190
For the whole year (Spring and Summer)	143	280	150	295
General Note: Each grave planted with plants appropriate to the season. Areas comprising two or more graves to be charged pro rata. Latest dates for receipt of orders are 15th May – Summer Bedding and 15th September – Spring Bedding.				
<u>Castlereagh Residents Charges</u>				
Castlereagh Borough Council pays one quarter of the difference between the Belfast resident and non-Belfast resident for burials taking place in Dundonald and Roselawn Cemeteries. In				

addition, a £100 per month management / administration fee is also applied. Burials taking place in City Cemetery and cremations are charged at the normal non-resident rate.

Grave Maintenance (City and Dundonald Cemeteries)

	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
Clipping grass on a turfed grave, per annum	34	68	36	71
Weeding graves covered with stone chippings, per annum	34	68	36	71
Providing soil	34	68	36	71
Sowing with grass seed	28	56	30	60
Covering graves with concrete	143	286	150	300
Recovering grave with concrete after burial of cremated remains	68	136	71	143

NB: Quotations for maintenance of graves over longer periods may be obtained on request to the Head of Parks and Leisure Services, Adelaide Exchange, Adelaide Street, Belfast.

**Planting – Orders and
Payments**

Orders for planting, providing soil, sowing, or clipping grass will be accepted at the Central Cemeteries/Crematorium Office in Adelaide Exchange or at the appropriate cemetery office.

City Cemetery – all new sections will be laid out on the lawn principle

<u>Cremation</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
For the cremation of a stillborn child or a child under one year of age at the time of death	53	105	55	110
Hospital Cremations	72	145	75	150
For the cremation of a child under 16 years of age at the time of	112	225	118	236

death				
For the cremation of a person over 16 years of age at the time of death	198	397	208	417
Hire of Church for Memorial Service only	70	70	75	75
Ecological Coffin	196	196	205	205
Cremation Certificate – (included in above charges)				
The fees for cremation include for the disposal of cremated remains packed for collection, scattered or buried in the Garden of Remembrance or at a memorial tree.				
NB: In the case of a Life Member of the Cremation Society of Great Britain or the Cremation Assurance Friendly Society, the appropriate fee will be recovered from the Society in question.				
<u>Disposal of Cremated Remains</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
Sent by registered post to relatives (United Kingdom and Republic of Ireland). Overseas on request	72	72	76	76
Burial or Scattering of cremated remains from other Crematoria	72	72	76	76
<u>Columbarium</u>				
25 year lease # – Single Urn (includes urn for inurnment)	306	938	321	985
*25 year lease # – Double Urn (includes urn for inurnment)	625	1874	656	1968
Urn				
*In the case of double occupancy where the lease term of the first occupancy expires, the first urn will remain in the niche until the lease for the second urn expires # Lease term extended – ratified by Council on 1st July 2008.				
<u>Columbarium Inscriptions</u>				
Up to 60 letters	159	159	167	167
Additional letters – per letter	1.23	1.23	1.30	130
Optional Emblems from range available	P.O.A.	P.O.A.	P.O.A.	P.O.A.

<u>Music</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
Use of Organ	29	44	30	46
Use of Organ, with service of organist	72	102	76	107
Recorded Music	No charge	No charge	No charge	No charge
<u>Book of Remembrance</u>				
Entry consisting of 2 lines (minimum)	59	72	62	76
Entry consisting of 5 lines	110	127	115	133
Entry consisting of 8 lines (maximum)	179	192	188	201
Badge	60	72	63	76
Coat-of-Arms	118	134	124	141
<u>Copy of Entry in Book of Remembrance</u>				
Entry consisting of 2 lines (minimum)	29	34	30	36
Entry consisting of 5 lines	54	63	57	66
Entry consisting of 8 lines (maximum)	88	96	92	101
Badge	44	50	46	53
Coat-of-Arms	72	82	76	86
<u>ROSELAWN CEMETERY AND CITY OF BELFAST CREMATORIUM</u>				
<u>Cremated Remains</u>				
Fee for removal and re-burial (including casket)	138	276	145	290
Fee for removal (including casket)	130	260	136	273
Interment of cremated remains			68.00	136.00
<u>Tree Planting Scheme of Remembrance</u>				

Memorial Tree - where a plaque may be provided	394	394	415	415
Woodland Copse - with granite memorial	329	329	345	345
Tree plaque (up to a maximum of 105 letters)	66	66	70	70
Tree plaque (up to a maximum of 300 letters)	130	130	136	136
<u>Memorialisation</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>	<u>Applicant who is a Belfast Resident</u>	<u>Applicant who is a Non Belfast Resident</u>
	01/04/10 – 31/03/11	01/04/10 – 31/03/11	01/04/11 – 31/03/12	01/04/11 – 31/03/12
	£	£	£	£
Memorial Seat	938	938	985	985
Memorial Book (Garden of Remembrance) Per Tablet	250	250	262	262
Stone Desk Top Memorial Unit For Interment and Engraving of the Plaque	750	750	788	788
Basilica Memorial For Interment and Engraving of the Plaque	850	850	892	892
<u>Urns</u>				
Wessex	40.00	40.00	42.00	42.00
Child Wessex	30.00	30.00	32.00	32.00
Wessex Double	94.00	94.00	99.00	99.00
Tallentine Double	115.00	115.00	120.00	120.00
Tallentine	69.50	69.50	73.00	73.00
Mardale Mahogany	58.00	58.00	61.00	61.00
Mardale Oak	58.00	58.00	61.00	61.00
White Star	73.00	73.00	76.00	76.00
Steel Urn Cross	60.00	60.00	63.00	63.00
Steel/Brass Urn Red	41.50	41.50	44.00	44.00
Steel Urn Red	45.00	45.00	47.00	47.00
Praying Hands	115.00	115.00	120.00	120.00
Steel Moss Green	61.00	61.00	65.00	65.00
Stairway to Heaven	186.00	186.00	195.00	195.00
Fibrous Bio Urn Green/Burgundy	42.00	42.00	45.00	45.00
Journey Earth Urn	69.50	69.50	73.00	73.00
Angels Embrace	76.50	76.50	80.00	80.00
Angel and Child	43.00	43.00	45.00	45.00
Aspen Bamboo	42.00	42.00	45.00	45.00
Laurel Bamboo	42.00	42.00	45.00	45.00

Glade Bamboo	42.00	42.00	45.00	45.00
Infant Mahogany	33.00	33.00	35.00	35.00
Baby Mahogany	27.00	27.00	30.00	30.00
Child Mahogany	38.00	38.00	40.00	40.00
Red Kite	58.00	58.00	61.00	61.00
Sea View	58.00	58.00	61.00	61.00
Columbarium Metal	42.00	42.00	45.00	45.00
Bamboo Marble	40.00	40.00	42.00	42.00
Small Gold Ring	43.00	43.00	45.00	45.00
Large Oval	59.00	59.00	62.00	62.00
Small Walnut Keepsake	30.00	30.00	31.50	31.50
Medium Walnut Keepsake	31.00	31.00	33.00	33.00
Large Walnut Keepsake	32.00	32.00	34.00	34.00
Highland Scene	50.00	50.00	53.00	53.00
Dove Keepsake	17.50	17.50	18.50	18.50
Hearts Keepsake	14.50	14.50	15.00	15.00
Eagle Water Urn Soaring	95.00	95.00	100.00	100.00
Bio Urn Water Signature	95.00	95.00	100.00	100.00
Steel Urn Green	45.00	45.00	47.00	47.00
Bio Urn Acorn	20.00	20.00	21.00	21.00
Oval Bowl Walnut	43.00	43.00	45.00	45.00
Cat on Box	34.00	34.00	36.00	36.00
Condolence Book	25.00	25.00	26.50	26.50

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CITY OF BELFAST ZOOLOGICAL GARDENS**GENERAL ADMISSION CHARGES****1st April 2011 – 31st March 2012**

	SUMMER From 01/04/10 30/09/10 £	WINTER From 01/10/10 31/03/11 £	SUMMER From 01/04/11 30/09/11 £	WINTER From 01/10/11 31/03/12 £
Adults	8.50	7.10	8.90	7.45
Senior Citizens (on production of Senior Citizens' Card or other acceptable identification) Applies to men and women who are 60 years of age and over	Free	Free	Free	Free
Disabled Person	Free	Free	Free	Free
Children under 4 Years of age	Free	Free	Free	Free
Children from 4 to 18 Years of age	4.50	3.60	4.70	3.80
Individual Season Ticket (Not Transferable)				
Adult	25.70	25.70	27.00	27.00
Child	12.75	12.75	13.40	13.40
Family Season Ticket (Not Transferable)	72.00	72.00	75.60	75.60
Family Day Ticket (2 Adults 2 Children)	23.40	19.10	24.50	20.00
Reduction for Parties of 25 or more				
Adult	7.45	6.00	7.80	6.30
Child	3.70	3.00	3.90	3.15
Schools Utilising Education Service				
Full Education Visit				
Adult	7.45	6.00	7.80	6.30
Child	3.70	3.00	3.90	3.15
Visit with Education Officer and pack	17.50	17.50	18.40	18.40
Self Guided Education Visit				
Adult	7.45	6.00	7.80	6.30
Child	3.70	3.00	3.90	3.15
Visit with self guide pack	11.80	11.80	12.40	12.40
Group Concession	Max 3 adults Free per group	Max 3 adults Free per group	Max 3 adults Free per group	Max 3 adults Free per group

(Reductions for parties of over 25-30% discount on normal rate.)

The above charges are subject to review

OUTREACH SERVICE CHARGES

Education Staff will visit schools and other establishments with a team of small animals. Charges for the service, which are primarily to cover travelling costs, are dependent on the distance travelled and the number of people using the service. Charges are summarised in the table below. Charges do not vary with season.

(April 1, 2011 - March 31, 2012)

Distance from Zoo	0 - 15 miles	15 – 30 miles	30 + miles
*Charge	80p per person Min. Charge £ 47.60	£1.20 per person Min. Charge £ 78.20	£1.70 per person Min. Charge £ 101.30

HIRED SERVICES

Scooters are supplied by Shop-mobility and are free to use.

Keeper for a Day Scheme - £125.00 plus VAT per day.

SPECIAL EVENTS

Special Events are organised from time to time e.g. Halloween, Christmas. A charge is made to cover costs of the event - this will vary depending on costs and will be approved by the Director of Parks and Leisure.

SUMMER SCHEMES

BCC Community Services and children funded/organised Summer Schemes

£1.85 one entry per person

Children participating in Leisure Services Summer Schemes and paying a fee for that service – free admission

ADOPTION CHARGES

An adoption scheme has been running at Belfast Zoo for a number of years. This has now been revised and all animals can now be adopted under the three categories shown below. Each category has an individual package which determines the price e.g. certificates, soft toys, car stickers etc.

Adoption Price List: (No change 11/12)

£50.00 Bronze £150.00 £300.00

CORPORATE SPONSORSHIP:

Charge for Corporate Sponsorship to be at the discretion of the Zoo Manager depending on the size of company, type of sponsorship etc.

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Indoor Leisure
Scale of Charges
1st April 2010 – 31st March 2011

Activity Prices	01/04/10 - 31/03/11				01/04/11 - 31/03/12			
	Full Price	Student /16 and under	Over 60	Means Tested Benefit	Full Price	student/ 16 and under	Over 60	Means Tested Benefit
Badminton per person (60 mins minimum)*	3.90	1.80	Free / £1.10	1.25	4.10	1.90	Free / £1.15	1.30
Bowls per person (30 mins minimum)*	2.00	1.00	Free / £1.10	1.00	2.10	1.05	Free / £1.15	1.05
Classes - Council run*	5.70	3.30	Free / £1.10	1.25	6.00	3.50	Free / £1.15	1.30
Climbing*	5.70	3.30	Free / £1.10	1.25	6.00	3.50	Free / £1.15	1.30
Climbing courses (per lesson 30mins)	3.25	2.70	1.10	1.10	3.40	2.85		1.15
Climbing registration fee	5.00	5.00	5.00	5.00	5.25	5.25	5.25	5.25
Fitness Suite*	5.70	2.90	Free / £1.10	1.25	6.00	3.05	Free / £1.15	1.30
Handball per person (60 mins minimum)*	3.90	1.80	Free / £1.10	1.25	4.10	1.90	Free / £1.15	1.30
Holiday Scheme weekly		22.50		12.50		23.60		13.10
Holiday Scheme daily		5.50		3.00		5.80		3.15
Holiday Sports Camp weekly		15.00		7.50		15.75		7.90
Holiday Sports Camp Ozone weekly		60.00		25.00		63.00		26.25
Holiday Sports Camp Ozone daily		15.00		6.00		15.75		6.30
Laser Zone	4.60	4.60	4.60	4.60	4.80	4.80	4.80	4.80
Playroom/creche per child		1.50		0.50		1.60		0.55
Personal Training (30 mins minimum)	12.50	12.50	12.50	12.50	13.15	13.15	13.15	13.15
Racquetball per person (60 mins minimum)*	3.90	1.80	Free / £1.10	1.25	4.10	1.90	Free / £1.15	1.30
Sauna/Steam. Andersonstown, Whiterock, Ballysillan, GWC, Loughside*	3.90	1.80	Free / £1.10	1.25	4.10	1.90	Free / £1.15	1.30
Sauna/Steam/Spa. All other centres*	5.00	2.90	Free / £1.10	1.25	5.25	3.05	Free / £1.15	1.30

Activity Prices	01/04/10 - 31/03/11				01/04/11 - 31/03/12			
	Full Price	Student /16 and under	Over 60	Means Tested Benefit	Full Price	student/ 16 and under	Over 60	Means Tested Benefit
Showering/Changing*	2.70	1.00	Free / £1.10	1.25	2.85	1.05	Free / £1.15	1.32
Soft play (60mins)		3.60				3.80		
Squash per person (60 mins minimum)*	3.90	1.80	Free / £1.10	1.25	4.10	1.90	Free / £1.15	1.30
Swimming*	3.90	1.80	Free / £1.10	1.25	4.10	1.90	Free / £1.15	1.30
Swimming - Family Sessions	5.50				5.80			
Swim - Make a Splash scheme	4.90	3.90	3.00	2.20	5.15	4.10	3.15	2.30
Swim - juvenile group per person (10 or more)		1.40				1.50		
Table Tennis per person (30 mins)*	2.80	1.20	Free / £1.10	1.10	2.95	1.25	Free / £1.15	1.15
Tanning booth - Shankill Leisure Centre	10.00				10.50			
Tennis per person (30 mins)*	3.90	1.80	1.30	1.30	4.10	1.90	1.40	1.40
Tennis - Schools outreach programme		1.40				1.50		
Tennis Courses 5 per class (per lesson 30 minutes)	4.00			2.20	4.20			2.30
Tennis Courses 8 per class (per lesson 30 minutes)	3.20	2.70		2.20	3.35	2.85		2.30
Trampoline hire (coach must be present)	15.90				16.70			
School groups no coach (per activity)		1.20				1.25		
School groups with coach (per activity)		1.40				1.50		
Private coaching 1-4 clients	4.00				4.20			
Private coaching 5+ clients	2.00				2.10			
Weights room Loughside*	3.80	1.70	Free / £1.10	1.25	4.00	1.80	Free / £1.15	1.30
Wheelchair block booking		16.50				17.35		
Centre based swimming club	2.20	2.20	2.20	2.20	2.30	2.30	2.30	2.30
GP Referral	60.00				60.00			
Pay as you go members discount	1.00				1.00			

HIRE CHARGES	01/04/10 - 31/03/11	01/04/11 - 31/03/12
Professional sport, trade/public exhibitions - per 24 hours (excludes any additional staff costs incurred)		
Main Hall Shankill	1400.00	1470.00
Main Hall Andersonstown, Avoniel and Ballysillan	1050.00	1105.00
Main Hall Falls, Loughside, Olympia, Whiterock, GWC	700.00	735.00
Main Hall Indoor Tennis Arena	1310.00	1375.00
Commercial hire for events/leagues etc - per hour (excludes additional staff costs incurred or seating setup)		
Main Hall Shankill	129.00	135.00
Main Hall Andersonstown, Avoniel, Ballysillan	97.00	100.00
Main Hall Falls, Loughside, Olympia, Whiterock, GWC	65.00	70.00
Main Hall Indoor Tennis Arena	123.00	130.00
Synthetic surface pitch	105.00	110.00
Fairgrounds, outdoor concerts etc, all weather pitch		
Standard Users		
Main Hall Shankill	77.00	80.00
Main Hall Andersonstown, Avoniel & Ballysillan	58.00	61.00
Main Hall Falls, Loughside, Olympia, Whiterock, GWC	39.00	41.00
Main Hall Tennis Centre	82.00	86.00
Minor Hall /craft room	21.50	23.00

Other Hire Charges	01/04/10 - 31/03/11	01/04/11 - 31/03/12
Climbing Wall for events (per 60 mins)	27.60	29.00
Climbing Wall per section for private coaching (per 60mins)	5.50	6.00
Committee /multi-purpose Room	16.50	17.00
Dance Studio Andersonstown, Falls, Shankill	36.00	38.00
Fitness Suite	60.00	63.00
Fitness Suite with coach	71.50	75.00
Out of hours for competitions	50.00	52.50
Out of hours for training	10.00	10.50
KidzFit with coach	35.00	36.75
Treatment Room (30mins)	5.00	5.25
Birthday Party 1	35.00	36.75
Birthday Party 2	45.00	47.25
Birthday Party 3	55.00	57.75
Pool Charges		
25m pool	49.00	51.50
25m pool per lane	12.00	12.60
Learner pool Andersonstown	37.80	39.70
Out of hours for competitions	50.00	52.50
Out of hours for training	10.00	10.50
Outdoor Facilities		
Hard porous pitch	24.00	25.20
Hard porous pitch Ozone (non-activity)	50.00	52.50
Synthetic surface	70.00	73.50
Lights at Loughside per hour	13.20	13.90
Changing accommodation	17.60	18.50

Membership Charges	01/04/10 - 31/03/11				01/04/11 - 31/03/12			
	Full Price	Student/ 16 and under	Over 60	Means Tested Benefit	Full Price	student/ 16 and under	Over 60	Means Tested Benefit
Maximum Boost								
Direct debit	31.00	15.00	10.00	10.00	32.55	15.75	10.50	10.50
Monthly cash	36.00	20.00	15.00	15.00	37.80	21.00	15.75	15.75
Elite Performer membership	free				free			
Big Boost								
Direct debit	20.00	11.50	10.00	6.00	21.00	12.10	10.50	6.30
Monthly cash	25.00	16.50	15.00	11.00	26.25	17.35	15.75	11.55
Corporate								
Corporate Direct Debit	27.50				28.90			
OFF PEAK CORP MONTHLY DD	22.00				24.50			
Tennis								
OFF PEAK TENNIS MONTHLY DD	18.50				20.50			
TENNIS MEMBERSHIP YEARLY OFF PEAK	190.00				210.00			
Other Leisure Memberships								
Booking Membership	15.00				15.75			
Pay as you go membership					5.00			
Replacement Card	5.00	5.00	5.00	5.00	5.25	5.25	5.25	5.25

Legacy Memberships	01/04/10 - 31/03/11		01/04/11 - 31/03/12	
	Full Price	Student/16 and under	Full Price	student/16 and under
ADULT YEARLY	360.00		378.00	
FAMILY MONTHLY DIRECT DEBIT	67.00		74.00	
JUNIOR MONTHLY CASH		17.50		20.00
JUNIOR MONTHLY DD		15.00		n/a
OFF PEAK ADULT MONTHLY CASH	25.50		28.00	
OFF PEAK ADULT YEARLY	220.00		245.00	
OFF PEAK DIRECT DEBIT	22.00	8.00	24.50	9.00
OFF PEAK FAMILY MONTHLY CASH	36.00		40.00	
OFF PEAK FAMILY MONTHLY DD	29.50		32.00	
FAMILY SWIM MONTHLY DD	35.50		39.00	
FAMILY SWIM MONTHLY CASH	42.00		46.50	
FAMILY SWIM YEARLY	350.00		385.00	
SWIM ADULT YEARLY	170.00		190.00	
SWIM MONTHLY DD	18.00		20.00	
YEARLY IN ADVANCE PEAK	250.00		262.50	
YEARLY OFF PEAK	115.00		130.00	

Notes relating to charges

Activity Prices

Concession rates apply to;

- 16s and under
- students in full time education
- over 60s - entitled to free use for access before 11am Monday to Friday. £1 charge applies thereafter

Means Tested Benefit charge applies at all times and is available to recipients of the following benefits and their dependent children 16 and under, or in full time education;

- Income Support
- Job seekers allowance income based
- Tax credits (accompanied by health charges exemption certificate)
- Housing benefit
- Pension credit

Holiday Schemes

- 50% discount weekly for Maximum Boost members;
- 25% discount weekly for Big Boost members;
- Family discount applies on full price only
- No discount on daily price

Other Notes / Conditions

- Laser zone - 50% discount for Maximum Boost members, 25% discount for Big Boost members.
- Personal Training - Family discount applies within the same session
- Swimming: Family Sessions - Price for a family group at specific session only, maximum two adults.
- Swim: Make a Splash - Price indicated is per 30min lesson. 8 week course
- Private Coaching – Payable by coach, for each person
- Centre Based Swimming Club - 10 or more, charge per person
- Wheelchair Block Booking - block grouping for group (tennis court booking)
- GP Referral - £60 for 12 weeks through Public Health Authority
- Fairgrounds / Outdoor Concerts etc - by negotiation/quotation
- Main Hall Hire - Under 16 charge applies Monday to Friday before 5pm
- Climbing Wall for Events - Minimum hire four hours
- Climbing Wall per Section for private coaching - Minimum hire two sections, 5 + people. Bouldering sections no extra charge
- Out of Hours for competitions - Represents one inclusive

charge (staff & hire) per hour. Based upon minimum staffing cover cost, priced at one management and one staff member

- Birthday Parties - Priced according to package chosen

Membership

- £15 admin fee at start up
- Monthly memberships will be renewable at the 1st of each month, regardless of when membership was initiated.

Admin fees for full payers;

- For cash, £15 admin fee at start up.
- For DD's signed up before 15th of month, £15 admin fee and no cash (DD to start next month).
- For DD's signed up after 15th of month, £15 admin fee and one month in advance (DD to start month after next).

Admin fees for stu/u16, 60+, MTB payers;

- For cash, £10 admin fee at start up.
- For DD's signed up before 15th of month, £10 admin fee and no cash (DD to start next month).
- For DDs signed up after 15th of month, £10 admin fee and one month in advance (DD to start month after next).

Family discounts;

- Applicable to weekly summer scheme payments, BIG BOOST DD and MAX BOOST DD members;
- 10% discounts for 2;
- 15% for 3, 20% for 4;
- 25% for five;
- 25% thereafter.
- No more than 2 adults. Payment must be from one account

Pay as You Go;

- Registered users and gym induction members for specific activities
- Payable annually in advance

Legacy Memberships

- No longer part of Boost scheme but have been allowed to continue
- No new legacy memberships to be sold
- Legacy members to be contacted and offered equivalent Boost Membership
- Legacy Membership will be honoured for 12 months and will then terminate
- Any missed payments from legacy members will result in membership being cancelled and alternative Boost membership applied.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Recruitment of Head of Parks and Leisure
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Jill Minne, Head of Human Resources

1.	Relevant Background Information
	<p>On 11 February 2010, the Parks and Leisure Committee approved the creation of a new Head of Service post; this was also agreed by the Strategic Policy and Resources Committee on 19 February 2010.</p> <p>On 13 May 2010, the Parks and Leisure Committee considered the most appropriate way to fill the permanent post and agreed that, given the uncertainty about the RPA timetable and whether or not the RPA Vacancy Control Scheme would be partially or wholly removed, the post should be filled on a temporary basis for a period of six months with the option to extend for a further six months. At that time, it was felt that once definitive guidance was received regarding the RPA Vacancy Control Scheme, the council would then be in a better position to know how it should fill the permanent post i.e. either through internal trawl as a result of continuing RPA Vacancy Control or external advertisement and public competition.</p>
2.	Key Issues
	<ul style="list-style-type: none"> • The RPA Vacancy Control Scheme has been officially suspended. • The timeframe for filling the post on a temporary basis is nearing completion and, in the absence of an RPA Vacancy Control Scheme, the post should be filled through external advertisement and public competition. • In accordance with Local Government Staff Commission (LGSC) guidance the selection panel should comprise the Chair and Deputy Chair (or their nominees) and another member of the committee, along with the Director of Parks and Leisure and another director, or Head of Human Resources. • The entire panel needs to be representative of gender and community background with all panel members having attended recent training on the council's recruitment and selection procedures. An observer from the LGSC and a professional assessor may also be in attendance but with no voting rights.

3.	Resource Implications
	No costs in addition to the normal agreed recruitment process for a head of service post.
4.	Equality and Good Relations Implications
	The post will be publically recruited in accordance with statutory requirements and Local Government Staff Commission best practice guidelines.
5.	Recommendations
	<p>It is recommended that the post of Head of Parks and Leisure be recruited on a permanent basis through external advertisement and public competition.</p> <p>The proposed recruitment and selection schedule is as follows:</p> <ol style="list-style-type: none"> 1. the vacancy will be publicly advertised on 3 and 4 March 2011 with a closing date of 18 March 2011; 2. the panel short-list will take place on 28 March 2011; 3. short-listed candidates will be invited to attend a full day assessment centre on 5 April or 6 April 2011; 4. Members' briefing and panel approval of outcome of assessment centre will be held on 7 April 2011; and 5. panel interviews will be held on 13 April 2011. <p>Finally, it is recommended, in the interests of making an early appointment, that the selection panel be given delegated authority to offer the post to the recommended candidate with the outcome being reported back to committee for notation.</p>
6.	Decision Tracking
	The outcome of the recruitment process will be verbally reported to committee for notation on Thursday 14 April 2011 by the Director of Parks and Leisure.
7.	Key to Abbreviations
	<p>SP&R: Strategic Policy and Resources</p> <p>RPA: Review of Public Administration</p>
8.	Documents attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Water Damage to Property
Date:	10 February 2011
Reporting Officer:	Rose Crozier, Head of Parks and Leisure

1.	Relevant Background Information
	Members have requested an update on the impact of the weather conditions experienced over the Christmas and New Year period on our properties.

2.	Key Issues
	<p>Our property maintenance section attended over 60 call outs to our properties over the Christmas and New Year period. Many of these related to burst pipes or leakages. Some buildings have only cosmetic damage that will be fixed in due course (i.e. when fully dried out, some joinery, painting required etc), but the mechanical repairs are completed and all the systems are fully operational again.</p> <p>Flooding in particular sites i.e. Malone House and Wilmont House will require more extensive work. We are working closely with our insurance manager to assess where claims can be made to reduce the impact on the property maintenance budgets.</p>

3.	Resource Implications
	<p><u>Financial</u> The total costs of the water damage have yet to be fully assessed and all attempts will be made to reduce the impact on the department by liaising closely with our insurers. However, our insurance policies are subject to a significant excess amount and the majority of the damage will not be reclaimable.</p> <p><u>Human Resources</u> Our Property Maintenance Section worked closely with contractors over the affected period to ensure all work was carried out as quickly as possible.</p>

	<p><u>Assets</u> The work underway will secure our assets and the ongoing conditions surveys will assess essential maintenance requirements going forward.</p>
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4.	Equality and Good Relations Implications
	None.

5.	Recommendations
	Members are asked to note the contents of the report.

6.	Decision Tracking
	N/A

7.	Key to Abbreviations
	None.

8.	Documents Attached
	Appendix 1: Breakdown of issues by individual site.

ARCHIBUS	Problem Location	Date Work Requested	Work Description	Comments/ status
11680002	ALDERMAN TOMMY PATTON MEMORIAL PARK - BOWLING PAVILION	27/12/2010	Callout 27.12.10 to repair leak in ceiling	Works Commencing 11th Jan 2011- scaffold required
11679964	ANDERSONSTOWN LEISURE CENTRE	29/12/2010	Investigate fire panel producing a lot of corrupt data	Complete
11679997	BARNETT DEMESNE - MALONE HOUSE	26/12/2010	CALLOUT 26.12.10 FOR BURST PIPE	Complete
11680000	BARNETT DEMESNE - MALONE HOUSE	27/12/2010	Callout 27.12.10 to repair leak from ceiling	Follow up repairs Required' ceiling damaged, lead gulley needs checked and repaint'
11680108	BARNETT DEMESNE - MALONE HOUSE	03/01/2011	Call out - Water leaking in Ladies WC	Completed
11680007	BEECHMOUNT LEISURE CENTRE	27/12/2010	Callout for leak in roof	Condensation/ damp within building causing smoke detectors to fault.
11680035	BELFAST ZOO - B SECTION	29/12/2010	callout 28.12.10 for blocked drains	Completed
11680027	BELFAST ZOO - C SECTION	30/12/2010	Reset boiler for visitors centre - no power	Completed
11680073	BELFAST ZOO - C SECTION	31/12/2010	Clear blocked drains in zebra den in elephant house	Completed
11680034	BELFAST ZOO - FRIENDS ROOM	28/12/2010	Callout 28.12.10 for burst pipes	Follow up repairs Required
11680025	BELFAST ZOO - OLD ZOO BUILDINGS	30/12/2010	No electrics at old zoo	Follow up Repairs Required- Temporary fix, and animals moved to accommodate cable
11680071	BELFAST ZOO - OLD ZOO BUILDINGS	31/12/2010	No electrics in old Zoo	As above, same problem- tripped twice Follow up Repairs Required- Extensive damage to heating system - new heating system procured, awaiting update from contractor & phoenix gas for programme.
11680017	BLANCHFLOWER PLAYING FIELDS - CHANGING ACCOMODATION	30/12/2010	Callout 28.12.10 for burst pipe	Follow up Repairs Required- Isolated but not repaired, substantial damage caused to
11679961	BLANCHFLOWER PLAYING FIELDS - SOCIAL CANTEEN	29/12/2010	repair burst pipes after callout	Isolated, made safe- Follow up required
11679990	BLYTHEFIELD -GROUNDS	29/12/2010	Repair leak from pipe in roof	Completed
11679976	BOTANIC GARDENS - GATE LODGE	29/12/2010	Blocked sink in kitchen area	(Requires new vent pipe fitted to boiler 2" galv on outside of boiler house and lagging renewed on both boiler vents)
11680003	BOTANIC GARDENS - TROPICAL RAVINE	27/12/2010	Callout 27.12.10 for burst pipe	Isolated, made safe- Follow up required
11679984	BOUCHER RD PLAYING FIELDS - CHANGING ACCOMMODATION	29/12/2010	Repair leak in plant room	
11680020	CITY OF BELFAST PLAYING FIELDS - CHANGING ACCOMMODATION	30/12/2010	Repair burst pipe in public toilets	Isolated, made safe- Follow up required
11680028	DIXON PARK PLAYING FIELDS - CHANGING ACCOMMODATION	30/12/2010	Repair burst pipe	Follow up repairs Required
11679956	FALLS PARK - BOWLING/CAMOGIE PAVILION	29/12/2010	Heating not working	Completed
	GROVE BOWLING PAVILION	22/12/2010	Bust pipes in boiler house and roof space	Complete apart from bib tap in boiler house to be replaced and re-piped
11679887	GROVE FOOTBALL PAVILLION		No heat bust pipes	Severe damage in Boiler house.
11680012	KING GEORGE V PLAYING FIELDS - CHANGING ACCOMMODATION	26/12/2010	CALLOUT 26.12.10 FOR BURST PIPE IN BOILER ROOM ZONE 12	Follow up repairs Required - wjm
11680021	LOUGHSIDE - RECREATION CENTRE	30/12/2010	No heating	Completed
11680080	LOUGHSIDE - RECREATION CENTRE	31/12/2010	Flooding in changing room 6	Completed
11680078	MARY PETERS TRACK - STORE BUILDING	31/12/2010	Repair burst pipe in gardeners pavilion	Follow up repairs Required - Burst meter
11679929	MUSGRAVE - BOWLING PAVILLION	23/12/2010	No hot water	Pressure valve blew off water heater- requires follow up
11680030	ORANGEFIELD PLAYING FIELDS - BOWLING PAVILION	30/12/2010	Repair burst pipe	Completed
11680024	ORANGEFIELD PLAYING FIELDS - CHANGING ACCOMMODATION	30/12/2010	Repair burst water pipe	Follow up repairs Required
11680082	ROSELAWN CEMETERY - OFFICE	31/12/2010	Repair front lights out in public area	Completed
11679992	ROSELAWN CEMETERY - SERVICE YARD	29/12/2010	Repair burst pipe in store	Completed
11680016	ROSELAWN CEMETERY - SERVICE YARD	29/12/2010	Callout 28.12.10 for burst pipe in Service yard	Completed
11680146	ROSELAWN CEMETERY - GROUNDS	05/01/2011	2 Bursts in section P	
11679967	ROSELAWN CREMATORIUM	29/12/2010	Repair electric supply to cremator it is tripping the water pump	Repaired- follow up re-design and flood alarms required
11679970	ROSELAWN CREMATORIUM	29/12/2010	Lights out in outer church corridor	Completed
11679991	ROSELAWN CREMATORIUM	29/12/2010	Burst heating pipes in coffee shop roof	Completed
11679999	ROSELAWN CREMATORIUM	27/12/2010	CALLOUT 27.12.10 TO REPAIR FAULT WITH PORTABLE PUMP	Completed.
11679966	SHANKILL LEISURE CENTRE	29/12/2010	Repair burst heating batteries on pool ventilation and heating units	Follow up Repairs Required- One heater battery temp repaired, and one unrepairable.
11680029	SHANKILL LEISURE CENTRE	30/12/2010	Cannot set intruder alarm	Completed
11680042	SHANKILL LEISURE CENTRE	29/12/2010	Callout 29.12.10 for intruder alarm not setting	Completed
11680093	SHANKILL LEISURE CENTRE	26/12/2010	Heating Panel Burst	
11680032	SHORE RD PLAYING FIELDS - CHANGING ACCOMMODATION	30/12/2010	Repair burst pipe at changing	Isolated, made safe- Follow up required
11679965	SIR THOMAS & LADY DIXON PARK - SERVICE YARD	31/12/2010	Oil heating system needs bled	Completed
11680015	SIR THOMAS & LADY DIXON PARK - SERVICE YARD	28/12/2010	CALLOUT 28.12.10 BURST PIPE	Completed
11680009	SIR THOMAS & LADY DIXON PARK - WILMONT HOUSE	27/12/2010	CALLOUT 27.12.10 FOR MAJOR FLOODING IN BASEMENT	Isolated, made safe- Follow up required
11680040	SIR THOMAS & LADY DIXON PARK - WILMONT HOUSE	29/12/2010	Callout 29.12.10 for power failure	Isolated, made safe- Follow up required
11679971	STRANGFORD AVE PLAYING FIELDS - CHANGING ACCOMMODATION	29/12/2010	Repair burst pipe in old pavilion	Isolated, made safe- Follow up required
11680036	SUFFOLK COMMUNITY CENTRE	30/12/2010	Callout 28.12.10 for burst pipes	operational - awaiting non return valve- on order
11680013	SUFFOLK PLAYING FIELDS - CHANGING ACCOMMODATION	26/12/2010	Callout 26.12.10 for burst pipe	Completed
11680076	SUFFOLK PLAYING FIELDS - CHANGING ACCOMMODATION	31/12/2010	Callout 30.12.10 for burst pipe	Completed
11680022	VICTORIA PARK - CHANGING ACCOMMODATION	30/12/2010	Repair burst pipe	Isolated, made safe- Follow up required
11680044	VICTORIA PARK - CHANGING ACCOMMODATION	30/12/2010	Repairs to fire alarm keeps going off	Completed
11680106	WATERWORKS - SOCIAL PAVILLION	05/01/2011	Call out 03/01/2011- Repair Burst pipe	Completed
11680074	WEDDERBURN PARK - CHANGING ACCOMMODATION	31/12/2010	Callout 31.12.10 for fault in system	Completed - Linked to leaks
11680075	WEDDERBURN PARK - CHANGING ACCOMMODATION	31/12/2010	Callout 31.12.10 for burst pipe in ceiling	Follow up repairs Required - 3 leaks in changing, bowls & Bothy
11680077	WEDDERBURN PARK - CHANGING ACCOMMODATION	31/12/2010	Check intruder alarm still making buzzing noise	Isolated, made safe- Follow up required
	WOODLANDS playing fields Pav		Burst in boiler House	Isolated, made safe- Follow up required
11679915	WHITEROCK LEISURE CENTRE	23/12/2010	Repair roof leak at reception	Isolated, made safe- Follow up required on CHP unit- currently off.
11679923	WHITEROCK LEISURE CENTRE	23/12/2010	Check & make safe electrics after burst pipe	Completed
11679988	WOODVALE PARK - BOWLING PAVILION/SHELTER	29/12/2010	Reset fire/intruder alarm needs reset keeps going off	Completed
11680039	WOODVALE PARK - FOOTBALL PAVILION	29/12/2010	Callout 29.12.10 for burst pipes	Completed
11680018	WOODVALE PARK - SERVICE YARD	31/12/2010	Callout 28.12.10 for burst pipe	Completed

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Parks and Leisure Safer Neighbourhoods Antisocial Behaviour Programme: Update on the People in Parks Initiative
Date:	10 February 2010
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Peter Murray, Antisocial Behaviour Co-ordinator

1.	Relevant Background Information
	<p>The Committee will be aware that the thematic objectives of the Parks and Leisure Safer Neighbourhood Antisocial behaviour programme are:</p> <ul style="list-style-type: none"> • enhancing the environment around parks and leisure facilities; • developing education initiatives involving creative or supportive interventions to model acceptable behaviour around parks and leisure facilities; • defining enforcement as a deterrent against infraction of bye-laws and legislation; and • developing sustainable interagency and interdepartmental networks and leading a partnership approach to reducing antisocial behaviour. <p>The committee will recall the introduction to the People in Parks initiative in the antisocial behaviour programme update report in August 2010. This report is a mid-project update review.</p>

2.0	Key Issues
	<p>Under the theme of education, the antisocial behaviour programme has initiated a number of projects to create opportunities for young people to be positively involved in the development of safer parks and leisure facilities. The People in Parks initiative, which commenced in June 2010, engages young people across the city to involve them in the legitimate use of council parks; in creating safer parks and reducing antisocial behaviour by using a range of techniques.</p>

The People in Parks initiative involves four phases:

- outreach – identification of young people from the antisocial behaviour “hotspot” areas;
- engagement – appropriate developmental work to motivate young people to participate;
- education – raising awareness of the impact of antisocial behaviour on the community using high energy, problem solving and discussion activities; and
- project work – facilitating the development of better relationships between the young people and their wider community.

The project is delivering youth work services in hotspot areas in north, south, east and west Belfast. The specific locations based upon evidence gathered by the Safer Belfast Tasking Process and the Parks and Leisure Department Antisocial Behaviour Co-ordinator, have been identified as Falls Park, Orangefield Park, Ormeau Park and Alexandra Park.

This project is being delivered by an organisation called Challenge for Youth who were already engaged in youth outreach work across Belfast. They have the appropriate expertise, networks and experience in working with hard-to-reach young people. It is essential that the project is delivered in partnership with local community youth providers (see Appendix 1 for details) and complements the work of other youth providers, namely:

- Belfast City Council’s Peace III youth intervention programme,
- Belfast Education and Library Board’s youth work services,
- the Community Safety Partnership’s Youth Outreach programme and, and
- other appropriate youth work services at a local level.

The desired outcomes of the People in Parks initiative are:

- reduction in antisocial behaviour identified through statistics available or through the Safer Belfast Tasking report;
- more young people become engaged, empowered and supported to change their behaviour and access opportunities;
- opportunities for young people to express their concern about their communities;
- young people informed about their responsibilities;
- support for young people to understand and fulfil their potential; and
- young people visible and engaged in positive actions within communities.

The project has been in operation for six months and each area has achieved success in a variety of ways. Each group of young people has continued to participate in the project and quarterly monitoring demonstrates a very high level of commitment and engagement. This is especially significant as the young people involved could be described

as “hard to reach young people”.

Challenge for Youth will deliver an end of project summary report outlining the learning from the initiative.

Group projects

Each group has been set the challenge of leading a project which will reduce antisocial behaviour or create a safer park environment.

In North Belfast (Upper Alexandra Park), the group of young people met with the Director of Parks and Leisure and discussed how they might influence the development of Alexandra park. They specifically asked if they could work with a group from lower Alexandra park in an attempt to ease interface tensions that have developed in the area over a number of years. Their project will now include a group of young people who use the lower end of the park. Their work together will focus on developing a series of interpretive panels to be located on either end of the park. The panels will be developed with the support of Groundwork NI and will record the history of the park and trace the history of the surrounding community from the perspective of the young people.

In East Belfast (Orangefield Park), an emerging community development organisation has been supporting young people to influence the development of the park and to increase the usage of the park by seeking permission for community groups to access the bowling pavilion in the evenings. This project will focus on younger and older people working together to influence the development of the park and the surrounding community. The group has worked with the park manager to gain access to the pavilion and made requests for lighting near the bowling pavilion to facilitate the safe passage of the pavilion users in and out of the park in the evening.

In South Belfast (Ormeau Park), young people have met with and made recommendations to the park manager about how signage could be improved and made more accessible and interactive for park users. Their project also involves the design and development of a piece of artwork for the park.

Some of the elements of their artwork will provide:

- a landmark for tourism;
- a view point for taking dramatic pictures of Belfast;
- a map of the park and local area; and
- a point in the park to “make a wish” or possibly make a donation to charity.

In West Belfast (Falls Park), the young people are planning to develop a memorial to a young person who had recently died in the park. In this instance, as the work is of an extremely sensitive nature, Challenge for Youth is working with a diverse partner group (see Appendix 1 for details). Their work is highly regarded in West Belfast and it has

	<p>developed from the long-standing partnership and commitment to support of “at risk” and marginalised young people. The young people have developed a project which will focus on honouring the life and vitality of their deceased friend by providing health and wellbeing information for the local community and park users.</p> <p>A mid-point comparison between current antisocial behaviour incident statistics and the statistics before the project started, indicate a slight decrease in antisocial behaviour incidents in the park locations included in the project.</p> <p>At the conclusion of this project, the young people will connect to other existing youth services or development programmes (including personal development, preparation for employment, volunteering or other training). This will be facilitated by Challenge for Youth and the ongoing work of the community partner organisations.</p>
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3.0	Resource Implications
	<p>This project is being funded from the Parks and Leisure Safer neighbourhoods antisocial behaviour programme budget under the themes of education and interagency network development.</p>

4.0	Equality and Good Relations Implications
	<p>The participants of this project are selected on the basis that they live in the locality of the four park locations. In one instance the participants have requested that they develop links with another community in order to explore opportunities to reduce interface tensions. This work will be facilitated within the context of the existing project and will not require any further resources.</p>

5.0	Recommendations
	<p>The Committee is asked to note the contents of this report.</p>

6.0	Decision Tracking
	<p>Reports on the initiative will be included in the regular antisocial behaviour update. A closure report on the initiative will be brought in June 2011.</p>

7.0	Key to Abbreviations
	<p>None.</p>

8.0	Documents Attached
	<p>Appendix 1 : People in Parks Initiative Monitoring report</p>

People in Parks Initiative - Monitoring report June – Nov 2010

People in Parks Initiative Monitoring report 30 November 2010				
Location	North Belfast	South Belfast	East Belfast	West Belfast
	Alexandra Park	Ormeau Park	Orangefield Park	Falls Park
Community Contact	Friends of Alexandra Park Committee	Ballynafeigh Community Development Association	Orangefield Community Development Association	Training for Life and the Upper Springfield and Whiterock Intervention Project
Numbers of young people engaged	Target: 10	Target: 10	Target: 10	Target: 10
	Actual:14	Actual:12	Actual:9	Actual:15
Hours of contact	Target over 6 months: 60hrs	Target over 6 months: 60hrs	Target over 6 months: 60hrs	Target over 6 months: 60hrs
	Actual: 58hrs	Actual: 59hrs	Actual: 45hrs	Actual: 56hrs

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Review of Death Certification: Consultation response
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director Parks and Leisure
Contact Officer:	Emer Boyle, Policy and Business Development Manager Elaine Black, Policy and Business Development Officer

1.0	Relevant Background Information
1.1	The purpose of this report is to inform Members that the Department of Health, Social Services and Public Safety (DHSSPNI) has commissioned a consultation exercise on a review of the current arrangements for death certification in Northern Ireland. A summary of the consultation document is attached at Appendix 1.
1.2	Appended to the report (at Appendix 3) is the draft written response which is submitted for review and comment by Members. The deadline for submitting the response to the Department is 11 March 2011.
1.3	Current arrangements for death certification in Northern Ireland are being reviewed which is the first time since 1976 that a review has been undertaken.
1.4	The review follows changes in England, Scotland and Wales in the wake of the Shipman Inquiry and the Luce Review – further details of which are attached at Appendix 2.
1.5	Both Shipman and Luce recommended the introduction of a single system for death certification, regardless of whether the deceased was to be buried or cremated. They also found that the scrutiny of medical certificates for cause of death fell short of what is required to provide adequate protection for patients.
1.6	Significant developments have taken place in England and Wales to implement the Shipman and Luce recommendations in respect of death certification processes and the Scottish Government has recently consulted on proposals to strengthen arrangements for death certification in Scotland.

1.7	It is important therefore that current practice in respect of certifying deaths in Northern Ireland be reviewed in light of these developments to ensure that it remains fit for purpose.
1.8	Registration of death here is governed by the Births and Deaths Registration (N.I.) Order 1976, but the process of registration itself has changed little since 1927. A death should normally be registered within five days, to allow funeral arrangements to be made. This is with the exception of deaths which have been reported to the coroner.
1.9	Registrars are based in district council offices, and each death is registered with the district in which the person died, or in the district in which the person normally lived, if this is within Northern Ireland. A Medical Certificate of Cause of Death (MCCD), signed by a registered medical practitioner, must be provided to enable the death to be registered.
1.10	Under current arrangements in Northern Ireland, differing levels of scrutiny apply depending on whether the body of a deceased person is to be cremated or buried (i.e. 3 levels of sign-off, as opposed to 2).
1.11	In the case of a cremation, the certificates are then submitted to the medical referee appointed by Belfast City Council, who is required to satisfy him/herself that the certificates and all other necessary documents are in order before issuing an authority for the cremation to take place.
1.12	This second level of scrutiny does not apply in the case of a burial, where there is no opportunity for further challenge to the cause of death. The current arrangements mean in effect that there is disparity in the level of scrutiny applied to certification of deaths, depending upon the method of disposal.
1.13	For the majority of deaths in Northern Ireland burial is the preferred method of disposal, and therefore no further scrutiny takes place after the initial completion of the MCCD, unless the death is referred to the Coroners Service.

2.0	Key Issues
2.1	The government's response to the Shipman Inquiry in 2007 included the publication of a consultation document on Improving the Process of Death Certification, which outlined a programme of work to design, pilot and implement a rigorous and unified system of death certification for both burials and cremations in England and Wales .
2.2	Both Shipman and Luce (See Appendix 2) concluded that it is unacceptable to have different certification processes according to whether the deceased was to be buried or cremated, and recommended the introduction of a single system for death certification.

2.3	<p>This consultation sets out recommendations made by an Inter-Departmental Death Certification Working Group for Northern Ireland which was established in November 2008 to review local death certification processes, and to make recommendations for improvement.</p>
2.4	<p>The consultation document is 33 pages and poses 17 specific questions (copies of which can be provided to Members on request). It proposes 2 options neither of which propose that the current requirement in the cremation process for deaths to be registered before disposal be extended to all deaths:</p> <p>Option 1: <i>The first option would see an enhancement of the existing assurance arrangements for death certification, with a view to strengthening and improving the current processes.</i></p> <p>Option 2: <i>Includes the suggestions in option 1 along with the introduction of a new post of Medical Examiner (along with necessary support staff), with appropriate accompanying accountability and governance structures, with a view to strengthening existing assurance and clinical governance arrangements.</i></p>
2.5	<p>The Council's response focuses in the main on potential impact on future service delivery and the need for sustained public confidence in death certification. An officer group of bereavement service and administrative staff and including the medical referee met to review the document and develop the draft response. The consensus was that:</p> <ul style="list-style-type: none"> ▪ The options provided did not have sufficient detail to make an informed decision or sufficiently connected key recommendations included in the report which were emerging in England, Wales, and Scotland or referred to in any of the inquiry reports. ▪ There were discrepancies in how the information was presented in the main and summary documents. ▪ Officers also believed there was opportunity to share learning on the council's provision to inform the options that were presented.
2.6	<p>For these reasons there is no preferred option being confirmed in the draft response which does take the opportunity to highlight the council's interest from a service-delivery perspective, for example:</p> <p>Time period for disposal - It is clearly presented in the council response that there should be no unnecessary delay caused from registration of death to disposal where possible.</p> <p>Cost - general costs were provided in the consultation however it was difficult with the information available to fully appreciate whether or not they were value for money.</p>

2.8	<p>Public confidence - one of the drivers for change noted in the death certification review is to ensure another 'Shipman' situation does not take place. The method and level of scrutiny required to retain public confidence needs confirmed more clearly to enable it to ensure the process is fit for purpose. What is being proposed in both options provides retrospective scrutiny of patterns and trends experienced in the process of death certification; it is more likely to identify potential cases however not prevent them.</p> <p>The complete and more detailed response is attached at Appendix 3 for Member review and feedback.</p>
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3.0	Resource Implications
	None.

4.0	Equality and Good Relations Implications
4.1	The draft response makes reference to the need for the council to be able to manage requests for disposal of the dead within 24 hours – including the required levels of sign-off (scrutiny) - as this is preferred by some cultures now resident in Northern Ireland.

5.0	Recommendations
5.1	<p>Members are asked to:</p> <ul style="list-style-type: none"> (i) note the content of the report (ii) review and approve the draft response subject to any amendments or comments they may wish to provide.

6.0	Decision Tracking
	N/A

7.0	Key to Abbreviations
	MCCD: medical certificate of cause of death

8.0	Documents Attached
	<p>Appendix 1: summary of consultation document from DHSSPSNI</p> <p>Appendix 2: additional information on the Shipman Inquiry and Luce review</p> <p>Appendix 3: council's proposed response to the review of death certification</p>



REVIEW OF DEATH CERTIFICATION IN NORTHERN IRELAND

A PUBLIC CONSULTATION PAPER

December 2010

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GLOSSARY

Coroners Service

A regional service where independent judicial officers are available at all times to deal with matters relating to deaths that may require further investigation to establish the cause of death. A Medical Officer, currently located in the Coroner's Office provides medical advice to the Coroner and other staff, communicates with registered medical practitioners reporting deaths and meets with bereaved families to provide advice on the cause of death and to discuss any concerns they may have.

General Medical Council Number

A seven-digit, unique identifier given to registered medical practitioners when they first register with the General Medical Council (GMC) which enables patients, employers and others to confirm registered medical practitioner's registration details via the GMC website, in particular whether a particular registered medical practitioner is licensed to practise medicine in the UK.

General Register Office

Office which is responsible for the administration of marriage and civil partnership law and the provision of a system for the civil registration of births, deaths, marriages and civil partnerships and adoptions in Northern Ireland. The office is a branch within the Northern Ireland Statistics and Research Agency (NISRA) which is part of the Department of Finance and Personnel.

Health and Care Number

A unique identifier allocated to all users of health and social care services in Northern Ireland. It is used in all General Practice and Patient Administration systems to identify individual patients/clients.

Health and Social Care Board

Organisation which has responsibility for commissioning, resource management, performance management and improvement of health and social care services in Northern Ireland.

Health and Social Care Trusts

Provide a wide range of health and social care services to the community. There are six Trusts in Northern Ireland, five of which manage and administer hospitals, health centres, residential homes, day centres and other health and social care facilities in their own geographical area. The sixth Trust, the NI Ambulance Service serves the whole of Northern Ireland.

District Councils

The 26 local government bodies in Northern Ireland which are responsible for functions such as waste and recycling services, leisure and community services, building control, local and cultural development and council-owned cemeteries. Belfast City Council is responsible for operating the Belfast Crematorium.

MCCD

Medical certificate of cause of death (death certificate)

Public Health Agency

Organisation which has responsibility for health protection, health improvement and addressing existing health inequalities/public health issues in Northern Ireland.

Registered Medical Practitioner

A doctor registered with the General Medical Council and holding a licence to practise medicine. This includes General Practitioners (GP's) and individuals who practise medicine in hospitals.

Registrar/s

Individual/s responsible for the collation and custody of all birth, death and marriage records in Northern Ireland.

Regulation & Quality Improvement Agency

Independent body responsible for monitoring and inspecting the availability and quality of health and social care services in Northern Ireland.

FOREWORD

This consultation document sets out proposals to enhance the existing arrangements for death certification in Northern Ireland, with a view to strengthening and improving the current process.

The consultation follows consideration of the recommendations of an Inter-Departmental Working Group involving representatives from our three Departments and a range of organisations with a particular interest or involvement in post-death procedures. The Working Group reported to an Inter-Departmental Steering Group, jointly chaired by the Chief Medical Officer and the Registrar General for Northern Ireland.

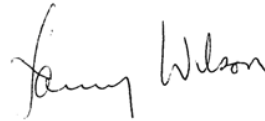
We believe that the proposals in this consultation will deliver many benefits, most importantly that people in Northern Ireland have similar protections and standards of service in relation to the death certification process as afforded to those living in other parts of the UK. The changes are designed to ensure that arrangements for certifying deaths are consistent and fair to all bereaved families and are sufficiently robust to inspire public confidence and to prevent any potential abuse by unscrupulous individuals.

We also believe the proposed changes represent a proportionate response to improving arrangements for death certification. They take account of our existing assurance arrangements and the organisational structures in Northern Ireland.

Dealing with the death of a loved one is always a very difficult time for people. We believe these changes will deliver a fairer and more robust system for certifying deaths, while at the same time minimising the impact on bereaved families.

We would welcome your views on the proposals in this paper. We very much value input from consultees, and look forward to receiving your response to the consultation

questions. Your comments will be carefully considered as part of the final decision-making process.



Michael McGimpsey MLA
Minister for Health, Social
and
Services & Public Safety

Edwin Poots MLA
Minister of the
Environment

Sammy Wilson MP
Minister for Finance
Personnel

EXECUTIVE SUMMARY

Background / Drivers for Change

For many years the death certification process in England, Wales, Scotland and Northern Ireland has remained largely unchanged. In 2003, however, the publication of the Shipman Inquiry (3rd Report)¹ and the Luce Review² branded the current death certification process in England and Wales confusing and inadequate. The remit of the Luce Review which extended to Northern Ireland, included specific recommendations in relation to death certification processes here.

While the remit of the Shipman Inquiry was confined to England and Wales, and did not therefore directly criticise the death certification process in Northern Ireland, it did highlight weaknesses in similar processes nationally. The Department of Health, Social Services and Public Safety recognised the importance of ensuring that the lessons emerging from the Inquiry were considered and adequately addressed in a Northern Ireland context, and accordingly published 'Improving Patient Safety: Building Public Confidence'³ in November 2006, a formal Departmental response to the recommendations contained in Shipman Inquiry Reports 3, 4 and 5.

That document contained a number of recommendations in relation to death certification processes in Northern Ireland, and these are being progressed, along with recommendations arising from the White Paper on reform of regulation of health professionals, 'Trust, Assurance and Safety', as part of the Departmental 'Confidence in Care' programme.

Both Shipman and Luce recommended the introduction of a single system for death certification, regardless of whether the deceased was to be buried or cremated. They also found that the scrutiny of medical certificates of cause of death fell short of what is required to provide adequate protection for patients.

¹ http://www.the-shipman-inquiry.org.uk/tr_page.asp

² <http://www.archive2.official-documents.co.uk/document/cm58/5831/5831.pdf>

³ http://www.dhsspsni.gov.uk/improving_patient_safety_-_building_public_confidence.pdf

Significant developments have taken place in England and Wales to implement the Shipman and Luce recommendations⁴ in respect of death certification processes and the Scottish Government has recently consulted on proposals to strengthen arrangements for death certification in Scotland.

It is important therefore that current practice in respect of certifying deaths in Northern Ireland be reviewed in light of these developments to ensure that it remains fit for purpose. Accordingly, an Inter-Departmental Death Certification Working Group for Northern Ireland was established in November 2008 to review local death certification processes, and to make recommendations for improvement.

Working Group Options

The Working Group has now completed its review, and the purpose of this consultation document is to set out the recommendations it has made to improve the current process for certifying deaths in Northern Ireland, and to invite views on its proposed options for future arrangements for death certification here.

The Working Group proposed two models for future death certification arrangements in Northern Ireland:

Option 1

The first option would involve the introduction of a number of measures designed to enhance the existing assurance arrangements for death certification, with a view to strengthening and improving the current process. These measures would include:

- Adding the General Medical Council and Health and Social Care number to the existing MCCD to facilitate improved statistical analysis;
- Improving death certification training for registered medical practitioners;

⁴ 'Learning from Tragedy – Keeping Patients Safe' (2007) which can be viewed at:

http://www.dh.gov.uk/en/PublicationsandStatistics/Publications/PublicationsPolicyAndGuidance/DH_065998

- Incorporating death certification practice as part of the appraisal of registered medical practitioners;
- Developing a set of system standards and improved guidance for death certification;
- Establishing an appropriate mechanism to facilitate review of implementation and compliance with standards and guidance on certifying death across organisations;
- Building on learning from other established death reporting systems already in place; and
- Analysis of completion of MCCDs by registered medical practitioners who work in hospitals under existing governance arrangements in Health and Social Care Trusts.

The Working Group acknowledge that Option 1 does not extend as far as the options proposed for implementation in Scotland, England and Wales and that it will not deliver a single system of scrutiny for all deaths. However, the Group considers Option 1 to be a proportionate response to the risks and gaps in the current death certification process in Northern Ireland taking into account a number of mitigating factors such as the integrated nature of the Coroners Service in Northern Ireland and the proportion of deaths that are currently subject to scrutiny and analysis through death reporting systems already in place here. The Working Group's view is that Option 1 will significantly improve the death certification process in Northern Ireland and strengthen local assurance with no increase in time between death and disposal.

Option 2

The second option would involve the introduction of the enhancements proposed in Option 1, but in addition would include the establishment of a new post of Medical Examiner. In Option 2, registered medical practitioners would contact the Medical Examiner to discuss completion of the MCCDs for all deaths apart from cases which must be reported to the Coroners Service. Every death would

be subjected to a basic scrutiny by the Medical Examiner who would discuss the deceased's past medical history and the circumstances surrounding their death with the registered medical practitioner completing the MCCD. Once the Medical Examiner is satisfied that everything is in order, the registered medical practitioner would forward the MCCD to the Medical Examiner who would authorise it and forward to the General Register Office.

Option 2 would also require all deaths to be registered before disposal.

A sample of cases would be subjected to a more rigorous scrutiny based on specific identified criteria. This would include the basic scrutiny, viewing of the body, reviewing the healthcare records, discussing the circumstances surrounding the death with those responsible for the deceased's care and in some instances, talking with relatives.

The Working Group consider Option 2 to be a more comprehensive system for death certification in Northern Ireland, and do not envisage that its implementation would significantly increase the time between death and disposal in the majority of cases.

Working Group Recommendations

The Working Group's recommendation is that Option 1 should be introduced initially, and analysis of the improved mortality rate statistics which it will generate should be used to inform a decision on a subsequent move to implement the more comprehensive arrangements proposed in Option 2.

Location of Medical Examiner

Should Option 2 be implemented subsequently, the Working Group recommends that the proposed Medical Examiner post be located within either the Health and Social Care Board or the Public Health Agency.

Introducing a Fee

Having carefully considered the arguments for and against the introduction of a single fee to meet the costs associated with implementing these improved arrangements, the Working Group's view is that the introduction of a fee to fund the relatively small additional costs required to implement Option 1 would not represent a proportionate or cost effective means of sourcing revenue for this option.

However, the Working Group concluded that the introduction of a single flat fee would be a feasible means of meeting the additional costs associated with Option 2, and has therefore recommended that the option of introducing a fee for Option 2 be included as part of the consultation process.

The introduction of a proposed fee to fund Option 2 would represent a new charge for deaths where disposal is by burial and, in the view of the Working Group, would result in a more equitable system, as there would be a single flat fee per disposal regardless of the method of disposal chosen. The Working Group also took into account the proposed level of fee that would be required, noting that this represented a comparatively small proportion of the overall cost of an average funeral.

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The Shipman Inquiry & Luce Review

Harold Shipman practised as a GP in England, and was convicted in 2000 of the murder of 15 of his patients (although there were allegations that he actually killed many more) over a period of 24 years. A public inquiry was established in 2001, chaired by Dame Janet Smith, to investigate Shipman's activities and identify any steps which should be taken to protect patients in the future.

The 3rd Report of the Shipman Inquiry concluded that it was clear the current arrangements for death registration, cremation certification and coronial investigation in England and Wales had failed either to deter Shipman from killing his patients or to detect his crimes after they had been committed, and that consequently arrangements for death and cremation certification and the coronial system required radical change.

While the remit of the Shipman Inquiry was confined to England and Wales, and did not therefore directly criticise death certification processes in Northern Ireland, it did highlight weaknesses in similar processes in England and Wales.

The main recommendations from the third Shipman Report which relate to death certification are as follows:

- There should be one system of death certification applicable to all deaths, whether the death is to be followed by burial or cremation;
- A requirement that the fact that a death has occurred should be confirmed and certified;
- The introduction of 2 new forms – Form 1 to be completed by the person who confirmed that death had occurred (e.g. a doctor, accredited nurse or paramedic or a trained and accredited coroner's investigator); and Form 2 to be completed by the registered medical practitioner who treated the deceased during his/her last illness or the deceased's general practitioner.
- All deaths should be reported to the Coroner Service, which would take responsibility for certification of the death and for deciding whether further investigation was necessary. Deaths where the registered medical practitioner completing the second form (Form 2) had expressed an opinion as to the cause of death would be considered for certification by a coroner's investigator after consultation with the deceased's family. All other deaths would go for further investigation by the medical coroner;
- The Coroner Service would take primary responsibility for all post-death procedures. It would relieve other agencies of some of the responsibilities that they presently carry in connection with those procedures; and
- A proportion of all deaths certified by a coroner's investigator on the basis of the opinion of the registered medical practitioner who completes Form 2 should be selected randomly for fuller investigation at the discretion of the medical coroner. This process of random investigations would itself be the subject of audit. In addition, the Coroner Service should have the power to undertake targeted investigations, both prospective and retrospective.

The Shipman Inquiry acknowledged that the present arrangements for death certification and registration have three very real advantages. ***They are speedy, cheap and convenient.***

The present system depends almost entirely on the good faith and judgement of the registered medical practitioner who signs the MCCD, or decides that the case should be reported to the coroner. It also depends on the courage and independence of registered medical practitioners, for the system places upon them some responsibility to police their colleagues - for example, by refusing to certify a death which may have been contributed to by some misconduct, lack of care or medical error on the part of a professional colleague.

Luce Review

The Luce Review was published in 2003 and relates to England, Wales and Northern Ireland. The review was commissioned to:

- Consider the most effective arrangements for identifying the deceased and for ascertaining and certifying the medical cause of death for public health and public record purposes, having regard to proposals for a system of medical examiners;
- To consider the extent to which the public interest may require deaths to be subject to further independent investigation, having regard to existing criminal and other statutory and non-statutory investigative procedures;
- To consider the qualifications and experience required, and the necessary supporting organisations and structures, for those appointed to undertake the duties for ascertaining, certifying and investigating deaths;
- To consider arrangements for the provision of post-mortem services for the investigation of deaths;
- To consider the consequences of any changes arising from the above, and to consider where Departmental responsibilities for the arrangements should be located, having regard both to coherence for bereavement services and effective accountability.

With regard to death certification in Northern Ireland, the Luce Review recommended the implementation of single system for death certification (regardless of whether method of disposal is by cremation or burial). In addition, the Review recommended the establishment of a Medical Assessor role to provide an additional form of scrutiny for deaths, and an audit of death certification.



Parks and Leisure Department

Your reference

Our reference

Date 27th January 2011

Department of Health, Social Services and Public Safety
Standards and Guidelines Unit
Room 3.21
Castle Buildings
Stormont Estate
Belfast
BT4 3SQ.

Dear Mr George Russell

Belfast City Council's consultation response on the review of death certification in Northern Ireland.

Please find enclosed Belfast City Council's consultation response to the review of death certification in Northern Ireland.

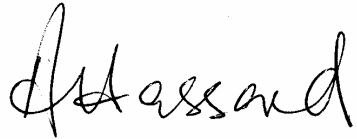
The council welcomes the opportunity to contribute to the consultation and to any future opportunity to expand or explain more fully the content of the response. The council is also favourable to sharing the learning from the relevant practice referred to in the response and welcomes an active role in reviewing and revising all forms or process which unfolds from the consultation exercise on death certification in Northern Ireland.

If there are any immediate queries please feel free to contact me on 028 90 320202.

Belfast City Council, Parks and Leisure Department,
Adelaide Exchange, 24-26 Adelaide Street, Belfast BT2 8GD
Tel: 028 9032 0202 Textphone: 028 9027 0405 Fax: 028 9023 7080
Email: parcsandleisure@belfastcity.gov.uk

Thank you for the opportunity to respond and reflect the views of the council on this increasingly significant issue affecting our services and our citizens.

Yours sincerely

A handwritten signature in black ink that reads "Andrew Hassard". The signature is written in a cursive style with a large initial 'A'.

Andrew Hassard

Director of Parks and Leisure



Belfast City Council response to: The review of death certification in Northern Ireland.

Death certification impacts each citizen at some point in their lives and Belfast City Council is a key agent in providing for the disposal of dead through both burial and cremation. The Council is currently the only provider of Cremation services in Northern Ireland.

The Council welcomes the opportunity as a key service provider to be consulted on the review of death certification in order to preserve and improve the quality of its bereavement service. It considers that it is timely for a comprehensive review of requirements to ensure effective future service delivery.

The Council's Bereavement services

The Council provides both burial and cremation services to the citizens of Belfast and the wider region, governed by Statutory Legislation i.e. the Burial Ground Regulations (Northern Ireland) 1992 for burials and Statutory Rules and Orders (N.I.) 1961 No. 61 Cremation, Northern Ireland for cremations.

- The Council is currently responsible for eight Cemeteries. Some of these Cemeteries were inherited from churches. The first Council owned Cemetery was Belfast City Cemetery which was opened for burial in 1869, followed by Glenalina Extension in 1915, Dundonald Cemetery in 1905 and Roselawn Cemetery in 1954.
- The City of Belfast Crematorium commenced operation in 1961.
- The Cemeteries/Crematorium Central Office in Belfast City Hall is responsible for overseeing all administrative processes for burials and cremations. This is managed centrally but is operated in conjunction with the Cemetery Site Offices and the Crematorium Office.
- The medical referee role - a requirement under the provisions of the

Cremation (NI) Order 1961 – is an intrinsic element of the service and necessary for the Council (as the Cremation Authority). For over 25 years the medical referee service for Belfast Crematorium was provided through the remit of the Director of Public Health, Eastern Health & Social Services Board. From 1st July 2009 this service ceased. In May 2009 a quotation process was completed and a new medical referee service provider was appointed by the Director of Parks and Leisure, and commenced in June 2009.

Recent trends show that demand for burials is on the decline within the Council's cemeteries while cremation numbers are slowly increasing. The levels of burials in 2009 were 1051 and 1056 in 2010. The levels of cremations for the same period were 2685 and 2732. Total figures are 3736 in 2009 and 3788 in 2010.

In summary the council's response welcomes the opportunity to comment and seeks to continue to play a key role in the review of death certification. The main purpose of the council's response is two fold, to preserve and improve the quality of bereavement services and to promote and improve public confidence in the death certification process in the future.

The key messages in the council response are as follows:

- The Council recommends the need for greater detail on the options provided in order to be able to make the most informed judgement on the best option for change.
- The Council supports in principle greater levels of administrative and medical scrutiny being applied to ensure public confidence in death certification however requires greater detail on how this would be achieved.
- The Council considers that option 1 provides mainly "better practice" suggestions which present minimal change to the current practice; although additional training would benefit the council's cremation service.
- In principle the additional scrutiny suggested in option 2 is welcomed however greater clarity is required on what is being proposed; timeframe and costs to make an informed decision. In option 2, it appears a

discrepancy exists between information in the consultation summary and the full document with reference to the role of medical examiner.

- The medical referee considers there is potential for serious implications in terms of the time period from death certification to disposal; the level of suitably qualified staff to scrutinise cause of death and the likely costs involved if the medical examiner examines every cause of death as referenced in the consultation document.
- The council recommends greater review of other methods of scrutiny which could be considered and refers to its own cremation service for learning points.
- Greater scrutiny is the preferred option however both options do not provide a feasible advance on the current position in terms of immediate scrutiny.
- The council is not in a position with the level of information provided to comment or support a death certification fee being applied as there is no detail on what added value the two options will bring to the quality of service and public confidence.

The council does not feel there is sufficient information provided around the options and costs to make an informed recommendation however believes option 1 does not go far enough to realise the full benefits that a review of death certification could deliver. The council would like the review to consider more fully recommendations from the Scottish model to move towards electronic administration as a way to create consistency and potentially improve levels of administrative scrutiny. Greater clarity on how option 2 would be achieved is required to understand its full impact on the council's services and the general public.

The council believes its current cremation service may provide a unique example of how levels of scrutiny could be built into any future change. For this reason the council recommends the suggestion in question 5 is a further option worth exploring which is a graduated process of change to transform the current system with greater levels of scrutiny both administratively and

medically. The council seeks further involvement in the review of death certification in particular when forms and processes are considered before being committed to new legislation.

REVIEW OF DEATH CERTIFICATION IN NORTHERN IRELAND

Consultation Response Questionnaire

CONSULTATION RESPONSE QUESTIONNAIRE

You can respond to the consultation document by e-mail or in writing.

Before you submit your response, please ensure you are familiar with the contents of the Freedom of Information Act 2000, in particular the confidentiality of responses to public consultation exercises. The Act can be found on page 39 of the consultation document.

Responses should be sent to:

By e-mail: george.russell@dhsspsni.gov.uk

In writing: George M Russell
Department of Health, Social Services and Public Safety
Standards and Guidelines Unit
Room 3.21
Castle Buildings
Stormont Estate
Belfast
BT4 3SQ.

Tel: 028 90520710 Fax: 028 90520725

RESPONSES CANNOT BE CONSIDERED AFTER 11 MARCH 2011

I am responding: as an individual on behalf of an organisation ✓
(please tick a box)

Name: Elaine Black
Job Title: Policy and Business Development Officer
Organisation: Belfast City Council
Address: Adelaide Exchange
24-26 Adelaide Street,
Belfast BT2 8GD
Tel: 02890270445
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e-mail: blacke@belfastcity.gov.uk

OPTION 1

Q1. Is Option 1 your preferred model?

- The council considers option 1 and the actions summarised within it to be standards that should be applied to the current system as a matter of course.
- There is a need for further information to be supplied to fully understand the impact of this option.
- The council considers there may be a demand for clarity or change to current legislation applicable to death certification to enable future administration to embrace new technologies. For example this option could have included the review of the administration system and introduction of electronic systems (referred to in the Scottish approach and in place in the Republic of Ireland) as an opportunity to improve methods of administrative scrutiny and efficiency of service.
- This may become more prevalent if the medical examiner role is adopted to alleviate any potential delays from an additional level of scrutiny.

Q2. What do you view as its potential advantages over the present arrangements?

- Through the sampling of statistics retrospectively the Medical referee will not prevent another case similar to Shipman however the role may be more likely to detect patterns or trends of concern more quickly.
- The sampling of data would be welcomed to ensure effective data management.
- It may create an environment whereby it may prevent others from repeating the crime as the fear of being caught may increase.
- Improved training is welcomed as form completion is a key challenge for the council's cremation service.
- The tasks listed in option 1 are all considered standards that should be in place for such a significant process as death certification.

Q3. What do you view as potential disadvantages?

- The disadvantage to option 1 is that with most aspects of training it is in the application and enforcement where variation can occur and therefore quality is affected.
- Similarly in sample data analysis of medical certificates success is more likely to be achieved in how poor performance is addressed.
- The main disadvantage of option 1 is that there is no immediate scrutiny of the cause of death applied.
- The option does not confirm whether or not the administration involved in the disposal of bodies can embrace new developments like electronic forms etc which is in place in the Republic of Ireland and under consideration in Scotland.

Q4. Do you think it offers value for money?

On the basis of the figures provided it is difficult to understand if the costs will realise any added value.

It may have been useful to provide different cost options for option 1 and 2 to see if a different way would bring about potential savings.

Q5. Do you think Option 1 should be introduced as a transitional measure, with a view to subsequently introducing a more comprehensive system of scrutiny?

It is considered that this option is the one most suitable for the current climate and local setting however further information is required to make an informed decision on what difference to managing the identified risks detailed as the drivers for change.

The council would welcome a more comprehensive system of scrutiny which effectively minimises the risks involved and would be at minimal cost

to citizens. However the Council does not feel there is sufficient information provided to make an informed choice at this stage of the review.

OPTION 2

Q6. Is Option 2 your preferred model?

The council would welcome a greater level of scrutiny which effectively minimises the perceived risks and balances where possible the level of scrutiny for disposal.

Option 2 in its current form provides insufficient information for council to support where it will add cost but has not confirmed the added value to the death certification process.

The queries the council seeks further clarity on are:

- It appears there are two explanations of what a Medical Examiner role involved - reviewing all deaths to viewing all bodies as presented in the consultation documents.
- Secondly does the Medical Examiner scrutinise the administration of all deaths and/ or causes of death.

Retrospective scrutiny is not considered as a deterrent for cases like Shipman and the viability of an immediate scrutiny is detailed below.

The medical referee considers the scrutiny of all causes of death will present serious issues to be overcome, in particular ensuring there are no delays to the time period from death certification to disposal. This is a key issue for council to ensure this traditional norm is not affected by the proposals.

Similarly the medical referee would consider there are issues in relation to the number of suitably qualified medical practitioners who can scrutinise the cause of deaths and the costs involved in one hundred per cent verification of all causes of death.

The only way the council believes there is viability in the option is if a partial verification process is introduced which includes one hundred per cent verification of all bodies for cremation however we would suggest further detail is provided to scrutinise the potential in the option further.

The council realises the need to build scrutiny into the administration and medical elements of death certification and is willing to share the lessons it has learned over the years of managing a burials and cremation service.

Q7. What do you view as its potential advantages over the present arrangements?

A further tier of scrutiny has been beneficial for the cremation service. It will depend on how it is rolled-out as to whether it will minimise the risk that has been noted through the current local death certification.

Q8. What do you view as potential disadvantages?

The cost of a 100 per cent verification of all causes of death would be considered difficult to manage and to afford. In order to pass the cost on as a death certification fee there would need to be clear added value the customer can recognise.

Q9. Do you think it offers value for money?

It is not possible for the council to comment on whether the costs in the consultation are value for money as there is not sufficient detail to make an informed decision.

The council can provide detail on the cost of its administration service which may present other opportunities to develop administrative verification as part of the death certification process.

LOCATION OF MEDICAL EXAMINER

Q10. Do you agree that these options (ie, the Health and Social Care Board or the Public Health Agency) are the most suitable locations for the role of Medical Examiner?

For over 25 years up to the formation of the Public Health Agency the medical referee service was provided through the remit of the director of Health, Eastern Health & Social Services Board.

From the information provided it is not possible at this point for the council to determine the advantages or disadvantages of either location.

Q11. If yes, do you think the Medical Examiner role would be more appropriately located in the Health and Social Care Board or the Public Health Agency? Please explain.

No further comment.

Q12. If no, where do you think the Medical Examiner role should be located?

No further comment.

FEES

Q13. Should bereaved families or the deceased's estate pay a fee to cover the costs associated with introducing a system of improved scrutiny of death certification?

The council would not be in support of additional costs being transferred to its citizens. In particular if added value was not realised to the quality of the existing service.

Both options still do not provide enough evidence to appreciate whether or not they will improve the current situation and as such it would be unfavourable to pass on costs for no greater value for money; improved service or safeguards in death certification.

Q14. If such a fee were introduced, should it be standardised, regardless of the method of disposal employed?

It would have been useful for the consultation to breakdown the different costs it felt would be applied for an informed decision to be made.

Q15. If a fee were not introduced, can you suggest any other ways of funding these improvements?

It is not known whether any of the cost can be written-off by adding a duty for medical practitioners to verify deaths as well as certify deaths. The Department could consider separating administrative and medical tasks to reduce costs similar to the council's cremation service.

EQUALITY IMPLICATIONS

Q16. Are any of the options presented likely to have an adverse impact on any group of people correlating to one or more of the nine distinctions made in Section 75(1) of the Northern Ireland Act 1998?

The council considered the reference to generating a balance in certification for both disposal through burial and cremation. It would appear at first glance that three signatories is burdensome, however due to the finality and level of discrepancies in forms completed by medical practitioners, it is considered essential.

The council encourages the review to be mindful of the potential implications of applying scrutiny to the management of requests for disposal within 24 hours (dictated by some cultures now resident in Northern Ireland).

Q17. Please provide any general comments or evidence on the possible health, economic and social impacts of the proposed changes, whether adverse or beneficial.

Adding a cost for death certification will not be a popular move and be considered as having a detrimental impact initially for families and individuals.

Socially the impact of any change on the traditional norm for funeral arrangements caused by an increase in administration or medical scrutiny would not be welcomed in particular where delays to the time period for disposal are created.

**THANK YOU FOR TAKING THE TIME TO RESPOND TO THIS
CONSULTATION**

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Obesity Consultation
Date:	10 February 2011
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

1.0	Relevant Background Information
1.1	The purpose of this report is to inform members that the Department of Health, Social Services and Public Safety (DHSSPNI) has commissioned a consultation exercise on the Obesity prevention framework for Northern Ireland 2011 -2021 entitled ' a Fitter Future for all' the aim of which is to prevent and address obesity within Northern Ireland over the next 10 years.
1.2	Appended to the report is the draft written response which has been submitted in order to make a return to the Department within the timeframe allocated. The Department is aware that this may be amended by the Committee.
1.3	The consultation was received in November and officers across three departments have provided input for the draft response – Health & Environmental Services, Development and Parks & Leisure.
1.4	The format of the consultation document was a 109 page report accompanied by a 13 page questionnaire. Copies of either of these documents can be made available to Members on request and a brief summary of the framework is attached at Appendix 1.
1.5	The framework focuses action on three main pillars: food and nutrition; physical activity; and data and research, and within the context of three life course stages: early years; children and young people; and adults. This approach is consistent with the responses being undertaken by a number of countries, following the Foresight Report ¹ .

¹ The 2007 Foresight Report 'Tackling Obesity: Future Choices', highlighted the importance of tackling the growing obesity trend in a coherent and comprehensive manner. Early in 2008, the IDeA's Healthy Communities Programme commissioned Sheffield Hallam University to analyse the implications of the report for local government. This report

2.0	Key Issues
2.1	In the draft response the need for the obesity framework to be fit for purpose to address the scale and complexities involved in obesity and its presence citywide is emphasised.
2.2	The response starts by outlining the strategic position the council has in the city, having the democratic legitimacy to lead key partners to work together in tackling the prevalence of obesity. One of the key themes in the council's corporate plan is to enable 'Better Support for People and Communities' under which the council provides support and services to generate health and wellbeing and active lifestyles across the city. The council is in a unique position to influence and enable many of the factors relating to obesity and seeks within the response to reinforce its primary role in the future development of the framework.
2.3	The response also refers to the fact that the obesity prevention framework aligns with the strategic assumptions the council is forming as it develops its new 'Active Belfast and Open Spaces' strategy.
2.4	The response also highlights council's lead role in working in partnership and the recent formation of the Belfast Health Development Unit (March 2010) which has been driven through city wide collaboration to address health inequalities in the formation of a single health partnership for the city.
2.5	<p>The response also outlines the support and services the council offers to address obesity which should be used as a foundation on which to focus and co-ordinate prevention and intervention. The response makes specific mention of key council projects such as:</p> <ul style="list-style-type: none"> <li data-bbox="368 1368 1394 1514">(i) Healthy Families A citywide whole family pilot intervention approach for up to 25 participating families, combining weight management, education and physical activity. <li data-bbox="368 1514 1394 1693">(ii) Renewing the Routes Developing the arterial routes enables more aesthetically appealing routes within neighbourhoods to be attractive as methods of travel across the city for pedestrians and cyclists alike. <li data-bbox="368 1693 1394 1883">(iii) Chinese Nutrition Project A partnership project between Belfast Health & Social Care Trust and Belfast City Council to assist Chinese takeaways in Belfast to develop, display and maintain a healthier choice menu whilst reinforcing traditional Chinese good cooking practices.

2.6	The framework is a starting point to focus a joined up approach to obesity however the council's draft response suggests the aim; objectives and actions should be more compelling and there are also improvements sought in how this could be managed and measured.
2.7	In relation to the more "indirect" services that the council provides and that impact on obesity and the factors linked to the prevalence of the obesity on a daily basis, the response suggests that the framework needs to revisit the aim and action to provide a greater balance of health, physical activity and environmental outcomes to fully address the complexity of obesity.
2.8	It is suggested in the draft response that - due to the scale of the challenge, the number of stakeholders and factors that require intervention on obesity - the inclusion of a statutory duty may more effectively underpin accountability across all agencies and service provision as well as focus the results in tackling obesity.

3.0	Resource Implications
	Officer time may be required for further support and development of the framework but no further implications are evident at this time.

4.0	Equality and Good Relations Implications
	None.

5.0	Recommendations
	Members are asked to: <ul style="list-style-type: none"> (i) note that the draft response was submitted to the Department subject to future committee and council approval; and (ii) review and approve the draft response subject to any amendments or comments they may wish to provide.

6.0	Decision Tracking
	None required.

7.0	Key to Abbreviations
	None.

8.0	Documents Attached
	Appendix 1: Summary of obesity prevention framework for Northern Ireland. Appendix 2: The council's draft response to the DHSSPSNI consultation on Obesity Prevention framework in Northern Ireland.

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A FITTER FUTURE FOR ALL

**Obesity Prevention Framework for
Northern Ireland
2011-2021**

SUMMARY DOCUMENT

Background

The prevalence of people who are overweight and obese has been steadily rising in Northern Ireland, and in the western world, over the last few decades. It has been described as an “obesity time-bomb”ⁱ, given the impact that obesity can have on physical and mental health and wellbeing. Evidence has shown that, while weight gain is the result of a relatively simple energy imbalance, the causes that underpin changes to energy intake and expenditure are very complex and cover issues such as social and individual psychology, physiology, food production and consumption, individual activity, and the built environment. These factors, known as the “obesogenic environment”ⁱⁱ, need cross-sectoral and cross-government action to effectively change. In addition, many wider determinants of poor health (such as health inequalities, poverty, mental health, deprivation, and structural barriers) can also play an important role.

Approach to date

Prior to 2006, the main approach to addressing this issue was through actions that promoted participation in physical activity and maintaining a healthy diet. However, based on growing research on the need for an integrated approach, Fit Futures was published in 2006ⁱⁱⁱ and it took an integrated approach to addressing childhood obesity. Further evidence emerged, particularly from the Foresight Report in 2007^{iv}, on the importance of effectively intervening throughout an individual’s life. The Department of Health, Social Services and Public Safety (DHSSPS) has therefore led the development of a cross-sectoral, integrated life-course framework to prevent and address obesity within Northern Ireland over the next 10 years.

Obesity Prevention Framework

Aim

This Framework aims to *“empower the population of Northern Ireland to make healthy choices, and reduce the level of harm related to overweight and obesity, by creating an environment that supports and promotes a physically active lifestyle and a healthy diet”*.

Target

In addition, the following overarching target has been set: *to reduce the level of obesity in Northern Ireland to the 2005-06 level by 2021.*

Objectives

Prevention is typically taken forward through action to address two main areas – improving diet and nutrition, and increasing participation in physical activity. Acknowledging this, two overarching objectives for the Framework have been set: *to increase the percentage of people eating a healthy, nutritionally balanced diet; and to increase the percentage of the population regularly participating in physical activity.*

Outcomes

Chapter 5 sets out a range of short, medium, and long term outcomes that delivery partners will seek to deliver in relation to obesity. These outcomes have been structured by lifecourse stages, and have been developed using a logic model approach. In addition, the short-term outcomes are grouped by a range of key settings in Annex A.

Next Steps

Prior to implementation, the framework will be subject to a formal public consultation exercise. This process will provide all interested parties with a further opportunity to feed into the final document. Once the consultation has ended, the framework will be finalised and processes will be put in place to oversee the implementation and delivery of the outcomes, and to monitor progress against the indicators and target.

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Parks and Leisure Department

Your reference SUB/1092/2010

Our reference

Date 27th January 2011

Health Development Policy Branch
Consultation Response
DHSSPS
Room C4.22
Castle Buildings
Stormont Estate BELFAST
BT4 3SQ

To Whom It May Concern:

Belfast City Council's consultation response on 'a Fitter future for all' Obesity prevention framework for Northern Ireland 2011 - 2021.

Please find enclosed Belfast City Council's draft consultation response to the 'Fitter future for all' Obesity prevention framework for Northern Ireland 2011 – 2021 which is subject to council ratification in February 2011.

The council is keen to have any opportunity to expand or explain more fully the content of the response and to receive feedback on any further developments or implementation of the framework. The council welcomes any future opportunity to strengthen its position in enabling the issue of obesity to be addressed in partnership throughout Belfast and across the region.

If there are any immediate queries please feel free to contact me on 028 90 320202.

Yours sincerely

A handwritten signature in black ink that reads 'A Hassard'.

Andrew Hassard
Director of Parks and Leisure

Belfast City Council, Parks and Leisure Department,
Adelaide Exchange, 24-26 Adelaide Street, Belfast BT2 8GD
Tel: 028 9032 0202 Textphone: 028 9027 0405 Fax: 028 9023 7080
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**Belfast City Council response to:
*Northern Ireland's Obesity Prevention Framework 2011-2021***

Introduction

Over the past year Belfast City Council has outlined its position on obesity as part of the DCAL Obesity inquiry. The council welcomes this latest opportunity to incorporate its initial recommendations and further develop its position in the response to the Northern Ireland Obesity Framework.

The main messages within the council's response are:

- In principle, the council supports the co-ordinated development of an obesity framework focusing on prevention and intervention.
- The council would be keen to use its leadership and advocacy role in tackling obesity through quality service provision;
- In the response, the council will reinforce the point that in order to address obesity which is considered to be at 'epidemic' proportions worldwide, locally the level of response needs to reflect the scale of the challenge in hand.
- The council would emphasise the need that the investment in addressing the prevalence of obesity is proportionate to the scale of the challenge. This needs to be evident through:
 - the research base developed;
 - public attitudinal awareness raising;
 - partnership service delivery and;
 - integrated resources, proportionate to the scale of the challenge.
- The measurement and management of the response and result of tackling obesity should be effectively established.

What follows is a brief overview of the council's position relevant to the overall consultation and development of the framework.

Belfast City Council's current position

Strategic position

Belfast City Council's overall purpose is to improve the quality of life now and for future generations. One of the key themes in the Council's Corporate Plan is to enable 'Better Support for People and Communities' under which the council provides support and services to generate Health and Wellbeing and active lifestyles across the city. Council is in a unique position to influence and enable many of the factors relating to obesity and seeks to reinforce its primary role in the future development of the framework.

Support and services to address obesity is a growing priority area of work within this theme. The Council has the democratic legitimacy to lead key partners to tackle the prevalence of obesity.

The council welcomes the development of the framework as a foundation on which to focus and co-ordinate prevention and intervention.

In principle the Obesity Prevention Framework aligns with the strategic assumptions the council is forming as it develops its new 'Active Belfast and Open Spaces' strategy. The council recognises the significant role and opportunities it has to 'rise to the challenge' (as noted in the "Tackling obesity: Foresight report and implications for local government report" 2008). Within the council's current strategic priorities there is a key focus on:

- Improving health outcomes for children and young people
- An integrated 'Active Belfast and Open Spaces' strategy for the city.

Foresight referred to these two key items within the report as 'areas of influence and responsibility'. The council seeks therefore to reinforce its prime position to enable and influence societal and individual life choices through the services it delivers and its other partnerships.

Partnership working together

The council has recently reflected its commitment to driving city wide collaboration to address health inequalities through the formation of a single

health partnership for the city. In response to changes in Health and Social Care and recommendations from the Minister for Health, the Council has joined with the Public Health Agency and the Belfast Health and Social Care Trust informing the Belfast Health Development Unit (BHDU) in March 2010. The key aims of the Unit are to improve the health and well-being and quality of life of citizens in Belfast and specifically reduce inequalities between those that live in deprived areas of the city and those that live in the most affluent neighbourhoods. Consolidating existing and building new connections to ensure resources are targeted towards agreed priorities for the city.

The council continues to provide leadership and support at different levels through existing partnerships and through developing arrangements such as the evolving Active Belfast Partnership. Partnership working is embedded within the council and we acknowledge that Council cannot have enough impact working on its own.

Service Delivery

The council provides a range of services and assets which directly impact on obesity and the factors related to the prevalence of obesity. The council provides what Foresight report (2008) terms ‘focused initiatives’, ‘enablers’, and ‘amplifiers’ within its services and assets. A full outline of the current and new streams of service delivery is captured in Appendix 1 however examples from this are included below. The examples provided also reflect where prevention, intervention or both are being targeted.

Examples of current Belfast City council intervention services
Focused (intervention) initiatives;
<p>Healthy Families – a citywide whole family intervention approach for up to 25 participating families, combining weight management, education and physical activity. It is a pilot programme with up to 30 teenagers at risk of obesity focussing on healthy choices and the benefits of good nutrition and physical activity. Researching the effectiveness of the different approaches to obesity projects. This is being conducted by the University of Ulster and will be the first Belfast specific research comparing a range of interventions to tackle obesity, including the family approach.</p> <p>This is pioneering pilot project for the council to consider the challenge of obesity and how future services should be shaped to directly impact on the prevalence of obesity in individuals; families and the wider community.</p>

Enabler intervention

Renewing the Routes

<p>Belfast's arterial routes radiating from the city centre are key gateways and the lifeblood for the social and economic functioning of the city. Previously these once thriving locations supported their surrounding neighbourhoods but now require investment to tackle problems of economic, social, physical and environmental decline. The Renewing the Routes Initiative represents an innovative approach developed locally to enhance the areas and the vitality of the routes. By developing and implementing local regeneration plans the actions or interventions have secured local ownership and helped link wider regeneration activity. The actions have been carried out under general themes of commercial improvements; developing gateway sites; celebrating diverse heritage and working towards cleaner, greener and safer neighbourhoods.</p>
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<p>Developing the arterial routes is enabling more aesthetic appealing routes within neighbourhoods to be attractive as methods of travel across the city for pedestrians and cyclists alike.</p>

Amplifier intervention

Chinese Nutrition Project

<p>This project assists Chinese Takeaways in Belfast to develop, display and maintain a healthier choice menu whilst reinforcing traditional Chinese good cooking practices. It is a partnership project between Belfast Health & Social Care Trust and Belfast City Council that commenced in 2008 with a multi-agency group. Three years funding was received for the project from Fit Futures totalling £30,500 from 2008 to 2010. Some key highlights over the three years include training 80 Chinese chefs in nutrition and marketing of healthier options; production a nutrition toolkit in both hard copy and on disc in English and Chinese; promotional materials to assist premises to advertise their healthier options and to publicise the project to the public; Chinese master chef competition and an awards ceremony. The project is ongoing and has been subject to an interim evaluation with a full evaluation to be completed after the end of this financial year.</p>
--

<p>This project incentivises local business to invest more in nutrition as part of the overall quality food standards they seek in Belfast.</p>

In terms of delivery, the Council currently provides a wide range of services within communities that impact or have the capacity to impact on obesity. These include leisure services, community services, environmental health, good relations, community safety, city development, parks and open spaces, services for children and young people and older people, economic development, regeneration, culture and arts, etc.

The council also provides other services which influence factors relating to obesity or have an indirect bearing on the prevalence of obesity. Examples are included within the council's transport policy and sustainable development action plan. Connswater Community greenway is one example of the council's determination to integrate the health and wellbeing of its citizens in the development of new projects and initiatives across the city.

Over the past year an Interdepartmental Group on Health and Wellbeing led by Andrew Hassard, Director of Parks and Leisure has developed a Healthier city framework and plan to co-ordinate its activities that improve health and wellbeing.

The council seeks to outline in the next section its position and recommendations for inclusion in the final iteration of the Obesity framework.

Belfast City Council's Formal consultation questionnaire response

Question 1: Do you agree that (a) the rising prevalence of obesity must be addressed and relevant action taken and do you agree (b) that addressing obesity is the responsibility of a wide range of Departments, sectors and agencies?

The council supports the suggestion that the rising prevalence of obesity must be addressed, relevant action taken and that this must involve a wide range of stakeholders from central, local government and agencies to local people and communities.

The Council welcomes the framework and recognises its importance in improving health and wellbeing whilst targeting health inequalities across Northern Ireland. We agree preventing obesity requires a long term strategy for co-ordinated action which could be achieved through adoption of the obesity framework across government and all sectors. We also agree with the entire life course approach with particularly emphasis on the early years and the young.

(a) the rising prevalence of obesity must be addressed and relevant action taken

The council is in agreement that the prevalence of obesity needs to be addressed. Further to this it recommends that:

- The level of response and investment needs to be proportionate to the scale of the challenge - evident in the investment in the research base developed; public attitudinal awareness raising; partnership service delivery and in integrated resources.
- The aim makes a more compelling statement and the objectives and targets are realigned to reflect this.
- The action plan is revisited to balance the outcomes and actions to equally address the aim of targeting the population, environment and physical activity.
- Greater inclusion of action is required to co-ordinate focus and action on the factors which compound the challenge. Further commentary on the outcome 'action' plan is included in the response to question 10.
- Communication, in particular public awareness raising needs the levels of investment dedicated to previous approaches which are considered at epidemic proportions e.g. smoking cessation.
- The approach needs to build on lessons learned from other key campaigns with the same scale of challenge and apply social marketing techniques to drive a positive cultural change towards a healthy and active lifestyle.

(b) that addressing obesity is the responsibility of a wide range of Departments, sectors and agencies?

The council agrees that the responsibility to address obesity lies with a wide range of departments, sectors and agencies.

- It is recommended that a statutory duty is considered as the basis of the framework to enable consistent, integrated and an effective approach to addressing the challenge obesity presents.
- An improved approach to gathering; managing and evaluating accurate and relevant data to track the true picture of obesity and impact of efforts made.

Question 2: Are you aware of any other statistics not included in this document which could inform the development of the Framework?

In the previous response to the Obesity Inquiry the council highlighted key statistics which are generally listed in the bibliography.

The council does not have additional statistics which directly inform the framework however does recommend other benchmarking sources for best practice including Finland; Scotland and Liverpool in terms of their impact on tackling obesity. Further recommendations related are for:

- A co-ordinated approach to measuring, monitoring and evaluating the issue of obesity and factors relating to it.
- To include the development of an effective measurement tool as a priority action to build a consistent body of evidence for informed decision making in the future. The measurement tool would include data collection and breakdown for gender, socio economic groups, health inequalities, the determinants ill health and vulnerable groups etc. It may enable a greater understanding of the historical pattern specific to Northern Ireland, more localised neighbourhood data or particular obesity health linked issues.
- The priority areas to be measured would be firstly the scale and scope of the challenge locally and also on early years as the priority target area for prevention and immediate intervention.
- Data on the availability or accessibility of healthy/unhealthy foods and related risk factors e.g. deprived areas or school gates etc. was also considered useful.

Question 3: We would be grateful if you could provide details of any work you are currently taking forward on this issue, work you plan to undertake, or how you feel you/your organisation can be involved in the implementation of this framework.

Below is a summary of the work; resources and services the council has developed or seeks to develop to achieve its vision of a healthy and active Belfast.

The council currently provides a range of assets across the city to encourage active lifestyles. These include:

- 10 leisure centres across the city
- 48 parks and open spaces
- 74 playgrounds
- 120 sports pitches

- 12 bowling pavilions
- 1 golf course
- Belfast Zoological Gardens
- 1 adventure playground
- 34 community resources including council or community managed facilities or play facilities.

There are support services available in the council to develop more active lifestyles. In Parks and Leisure there is the leisure development unit along with all the staff teams at each of the leisure centres; outdoor leisure; and the Active Living and Open Space team which all contribute to providing services or resources to promote active lifestyles. In Health and Environmental services there are the Food Standards team and staff dedicated to the Belfast Health Development Unit. In the Development Department the staff teams are all involved in managing the community resources and activity programmes. This list is not exhaustive as there are further staff are dedicated to services which influence factors linked to the prevalence of obesity.

The Council has a Healthier City Framework and Plan 2010-2011. Many of the actions within the council's framework and plan provide prevention or intervention opportunities for obesity within the population: The council provides 'focused initiatives', examples of these within ongoing service provision and departments are listed below with a full outline is provided in appendix 1:

- Healthy Families
- Chinese Nutrition Project
- Chinese Master Chef
- Nutrition Interventions
- Healthwise programme in partnership with Public health agency:
- FRESH programme:
- Health and Environmental Services Department have been working with businesses to improve the nutritional composition of foods on offer.
- Development Services provide economic and social development support and funding to generate safer and healthier communities
- Community gardens; peace funded initiatives - Community planning
- Cycle initiative development
- Role in regeneration - active into the environment ; greenways
- Connswater community greenway
- NI Healthier Eating Award Scheme (PILOT)

The Council is also considering piloting a peer education intervention programme with young women adopting a similar approach to that of Healthy Families. We are also exploring the use of the council's free 'Choose N Move' programme which shows children how their diet and exercise regime affects their weight and provides tips on how they can make easy to adapt, positive changes to their lifestyle as a preventative tool for combating obesity.

With effective planning; resources and evaluation there is opportunity to develop further streams of work in partnership with other statutory and

voluntary agencies and local businesses.

There are a range of council services which have the capacity to enable intervention with obesity. Regeneration initiatives like the 'Streets ahead' city centre project integrates pedestrian and cycling access to the city which in turn provides a more positive impact on the environment and therefore provides greater impetus for individuals and the community to choose to be more active.

Council is in a position to 'amplify' the opportunities available to challenge obesity. The Recreation and Youth service order (1986) enables the council to provide leisure and play activities to be available that can lead to participative and preventative programmes. Council remains committed also to playing its role in the implementation of appropriate measures aligned to the Play and Leisure Policy Statement (OFMDFM, 2008) and the Implementation Plan that will accompany the Policy Statement upon finalisation. The Council's emerging pitches strategy reflects the need for increasing the provision for team sports activities and the future Active Belfast Open Spaces Strategy will also reflect the priority the Council gives to this issue.

Question 4 – Do you agree with the Overarching Aim, Target and the long term objectives of the Obesity Prevention Framework?

Aim

The council concurs with the general intent in the aim of the framework however does not feel it sufficiently reflects the scale of the challenge in tackling the prevalence of obesity. For example the overall aim of reducing levels of obesity could be more directly referenced in the aim of the framework.

Further recommendations to improve the focus of the framework include:

- An examination of the current statutory powers is recommended to consider the possible extension or introduction of to provide the accountability and focus the efforts of all agencies to invest in tackling the prevalence of obesity. Finland uses a legislation to enable healthy life choices in targeting obesity and appear to be developing positive outcomes from this approach.
- It is suggested the aim is revisited for a more vigorous statement of intent which reflects the scale of the challenge, includes the significance of ensuring all stakeholders provide consistent support and integrated services to enable an environment in which the general population can choose healthier lifestyles.
- It is preferred that the aim presents a more balanced view on the need to enable individual; societal and environmental change and action to ensure that it does not reinforce the misconception that people 'choose' to be obese (Foresight report 2007)
- Foresight believes that for a strategy to be successful in targeting obesity it should firstly ensure 'an environment that supports and facilitates healthy choices' and in complement enable individuals need to 'desire, seek and make different choices... as part of families or groups and that individual behaviour'. Therefore the council considers there is opportunity to align the aim more closely to the recommendations in the Foresight report.

- The aim could benefit from a greater reference to investment of resources; knowledge and expertise in tackling obesity especially in the research base and evaluation; public attitudinal awareness raising on nutrition and being active to be generated; and for effective partnership service delivery.
- The need for integrated resources proportionate to the scale of the challenge would also be an addition that is recommended in the framework.

Targets

It is suggested that the targets are revisited to address the issues the council is reflecting on in the context of the overarching aim. The overarching target is recommended to focus on slowing the rate of obesity; stopping the levels of obesity and reducing the levels of obesity.

It is suggested the targets would also benefit from:

- a full baseline exercise undertaken to understand the current levels rather than the reliance on estimated data captured 2005/06 in the consultation.
- A more appropriate target to be selected which is not susceptible to a population increase and may present an inevitable increase in the levels of obesity.
- As recommended in the Council's response to the Obesity inquiry performance targets that are expanded to focus on, for example, gender differences or socio-economic groupings.
- A greater focus on targeting and measuring impact on prevention and intervention at an individual, family and community level.
- An integrated target on the effectiveness of the resourcing and financial management approach to prevention, intervention and further action by all statutory agencies involved.
- Targets set to reflect the three pillars and life course stages, along with tasks within all of these categories clearly targeted and linked to the anticipated outcomes.

Objectives

Council believes these need further development to match the recommended aim and targets in the council's response. For example objectives should set out to focus on:

- Slowing; stopping and reducing obesity
- Prevention route that is agreed
- Developing an agreed intervention approach (e.g. determining the scale and level of intervention being applied)
- Focus on target groups
- Objectives set for the three pillars: food & nutrition; physical activity; and data and research
- Realising opportunities for activity
- The environment – physical and social objectives relating the factors which impact on the prevalence of obesity
- Education and awareness raising with a one message approach

- Integrated resourcing and financial management of tackling obesity
- Monitoring and evaluation

It was also considered that some objectives could be improved; e.g. the nutrition objective does not focus specifically on a reduction in calorie or energy intake which may be a more rounded objective when targeting obesity and other sections required greater development to ensure actions link to the targets set e.g. impact of social determinants on obesity.

In summary the council support and welcomes the intent captured in the original aim however believes it should be extended and enhanced to reinforce more fully the scale of the challenge in tackling obesity and the principles and values captured in the framework. This is also the position for further progression of the targets, objectives and action plan.

Question 5 – Do you agree with the values and principles?

The council generally supports and agrees with the principles in the framework reinforced the need to ensure the earlier aim; target and objectives matched the intent in these principles and values.

Question 6 – Do you agree with the life-course stages and settings?

There is general support for applying the life course model; there is however a number of areas the council would like to reflect upon namely:

- For caution to be applied with the focus on the priority stages focused of Early Years; Children and Young People; and Adults. Caution as different age ranges within these age ranges will require a different approach or intervention and that not all may respond to a single approach. There may also be priority areas within the age ranges in each life course stage where there is greater opportunity or need for resources or action.
- The council supports a priority focus on nought up to sixteen years as early intervention is recognised in reducing future dependency (Journal of American Medical Association 2010). This research piece illustrated that 5% normal weight adolescents presented as obese in comparison to 51% of women and 37% of men who where obese as adolescents.
- There is a key role in generating education and awareness in adults and older people especially where they fulfil parenting roles.
- The council in its response to the obesity inquiry recognised that parental involvement is a primary driver to affect change in lifestyle choices and the onset of obesity.
- In terms of physical activity across the city the target groups emerging where participation is at its least can be addressed in the life cycle however the life cycle does not provide enough opportunity to target the variance in need of the age range categorised as the sixty plus target group.
- Traditionally it is noted that there is a reduction in active lifestyle at 16 years + into adulthood and for adults (e.g. 40-55 years) where activity levels have been recorded as lower than for other age groups and this would also determine a need for focused intervention.

Outcomes

The presentation of this section in the consultation document was considered confusing as many of the outcomes referred to in the plan are in effect actions. The council considers there is a greater benefit to stakeholders to revise the format and planning of the achievement of outcomes – short medium or long term than in the original document.

Other suggestions made which to this section are:

- To establish generic outcomes which apply to all of the three pillars and life course stages at the beginning of the outcome plan. For example education and awareness raising is a feature throughout and therefore the relevant short term actions can fall from this.
- Similarly exploring the example of care pathways the outcome plan outlines the requirement is to signpost those at risk whereas a more relevant outcome is for the completion of care pathways which ultimately lead to the reduction in obesity in individuals.
- To reflect the council's thinking the outcomes could be presented to reflect individual; societal and environmental outcomes and within that the life course breakdown may be applied.
- The plan needs to be rebalanced as there appears a heavy presence of short term 'actions' to provide a heavy health related focus and highlights the need for greater active actions to be incorporated.
- It is recommended the council is more actively involved in the development of the final outcome plan due its unique position in enabling a positive change to addressing obesity in partnership across the city.
- Add and expand further references to councils as providers in the delivery of outcomes.
- Training of local authority staff and other partners to promote the approach needs included and costed accordingly to bring about a change in the culture of delivery.
- Access to opportunities is an issue that may require a more focused outcome.
- The council would encourage greater utilisation of its resources. Equally it encourages its staff and resources to work in partnership sharing expertise on activity and participation to train relevant staff from schools and in the education or health sector and vice versa.
- Consideration should be given to extending the outcomes in relation to urban planning to consider for example the accessibility of takeaways to schools or the accessibility of healthier food outlets in certain areas.
- There is a need to confirm the indicators which relate to some of the outcomes in this section.

Examples of specific issues relating to actions within this section are:

- **Life course stage: Children and young people** - There is an opportunity to focus on an outcome for referrals at this stage and to widen it to incorporate all stakeholders in a position to refer e.g. health professionals; crèche staff etc
- **Life course stage: Adult and general population** - There is an opportunity to widen the range of referral organisations in this section to include private charitable or voluntary organisations.
- **Outcome 7 Targeted healthy food initiatives in place** - The

recommendation is for the reference to reflect the current work being carried out by councils e.g. introduce a Healthier eating award for local caterers and reflect the council as the lead delivery partner.

- **Outcome 13 Pre-packed foods** labelled with simple, easy to understand, front of pack nutritional information, to allow consumers to make an informed choice. There is support for this outcome however responsibility for enforcement will rest with Environmental Health Officers. Councils are not mentioned as delivery partners in the document. It will also have a resource implication for local councils to progress.
- **Outcome 15 Improved nutritional content** of menu choices including regulation of portion sizes and provision of appropriate nutritional information for consumers by caterers.
- **Outcome 16 Public sector facilities provide healthier, more nutritionally balanced food** - Councils are the only partner that can deliver this outcome on the ground and this role as lead partner should be reflected in the delivery partner's column. This will also have a resource implication for local councils.
- **Outcome 18 Nutritional education/qualifications - incorporated** into training programmes for those who work in food and hospitality sectors through the relevant sector skills council. The council agrees with this but feel that this will only apply to those training to work in the food industry and will not cover those already working in it. Programmes should be made available to do this and councils could be given the responsibility to deliver these programmes with adequate resources to achieve the expected outcomes. This sector is difficult to reach and it is recognised that Environmental Health Officers are best placed to engage with them. This will however have a resource implication for local councils.
- In some areas whilst the outcomes are clearly important to health it is not clear how relevant they are to tackling obesity e.g. reducing salt, or early years' outcome 10 regarding the safe prep and storage of formula milk.
- In relation to diet and the early years, caution is necessary when promoting healthier eating to help people understand the nutritional needs of the child which are different than an adult, there is some evidence emerging that in nursery schools pressurised to adopt healthier options by parents that children are in some instances under nourished.
- Regarding nutrition indicators there are a lot of indicators around five a day or healthier options but no indicators relating simply to calorie intake or saturated fat intake which may be a more direct indicator of the "energy in" side of the obesity problem.

In addition to the above there are a number of outcomes for which the district councils could potentially be able to contribute and further discussion may be required around actions and roles.

In summary the council considers that the outcome section could be revisited and welcomes the opportunity to more fully shape this area of work in the framework.

Question 10 – Data & Research

The overarching comments on data and research are that a relevant and accurate baseline is required. A key action to be considered is for the

development of a measurement toolkit which leads to a clear picture being formed on the true picture of obesity in Northern Ireland.

The council welcomes the prospect of a standardised and integrated data research and evaluation approach on obesity and is willing to contribute to the development of a toolkit which would compliment the monitoring and evaluation systems and processes it has in place.

Question 11 – What are the priorities within this Framework which need to be delivered to effectively address obesity?

The council considers the priorities to be addressed through the development of a framework are:

- The scale of the challenge to be effectively captured in the aim, targets, action and overall response.
- The investment of resources is proportionate to the scale of the challenge and through integrated partnership working is reinforced and a pre requisite.
- The unique position and legitimate role of councils is captured fully in the shaping of the aim and actions developed through the framework.
- The framework is supported through with formal legislative foundation to ensure the wider environment enables healthy life choices to be made and sustained;

Within the framework the priorities are to:

- prevent obesity as early as possible in the life cycle;
- intervene through education and awareness raising and effective programmes of activity to slow obesity; stop and reduce levels of obesity in the future.
- Incorporate the recommended legislative basis in the aim
- Revision of the outcome plan to address the items detailed in the council's response.

Question 12 – Is the Framework likely to have an adverse impact on equality of opportunity on any of the nine equality groups identified under Section 75 of the Northern Ireland Act 1988

It is not anticipated there will be an adverse impact at this stage.

Question 13 – Have the needs of the Section 75 categories been fully addressed within the Framework?

The life cycle appears to be a way to address health inequity at each stage throughout and it is difficult to note how any category cannot be addressed within the framework.

Thank you for the opportunity to respond to the consultation exercise. The

council welcomes further opportunities to expand and develop the obesity framework. For further clarification on the response the contact officer is Elaine Black on 90270445 or black@belfastcity.gov.uk.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Re-Purchase of Land at Dunville Park
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Cathy Reynolds, Estates Manager

1	Relevant Background Information
1.1	<p>In 1984 the council disposed of a small portion of Dunville Park to the Northern Ireland Housing Executive to facilitate the provision of a vehicle turning area at Dunville Street. The land disposal was for the sum of £230 with the Housing Executive paying the council's reasonable legal fees.</p> <p>The Housing Executive have never utilised the land for the intended purpose and it has remained within the park boundary.</p> <p>In order to facilitate the proposed redevelopment of Dunville Park, re-purchase of the land from the Housing Executive is considered appropriate. The Estates Management Unit (Property and Projects Department) has entered into discussions with the Housing Executive and their valuer to achieve this.</p>
2	Key Issues
2.1	<p>Agreement has now been reached with the District Valuer, Land and Property Services, for the council to re-purchase all the lands (approx. 93 square metres) previously sold to the Housing Executive. The Housing Executive is willing to sell the land back to the council and a sale figure of £1,400 plus reasonable legal expenses has been agreed with the District Valuer (LPS). This remains subject to formal approval by NIHE Board.</p>
3	Resource Implications
3.1	<p><u>Financial</u> Small capital expenditure of £1,400, plus reasonable legal fees, to secure purchase of a small portion of land from the Northern Ireland Housing Executive.</p>

3.2	<p><u>Human Resources</u> No additional human resources required.</p>
3.3	<p><u>Asset and other implications</u> Acquisition of this small portion of land rationalises the site boundary at Dunville Park and provides the council with the ability to include this in the proposed redevelopment of the Dunville Park site.</p>

4	Equality and Good Relations Considerations
4.1	No known equality or good relations issues associated with this land acquisition.

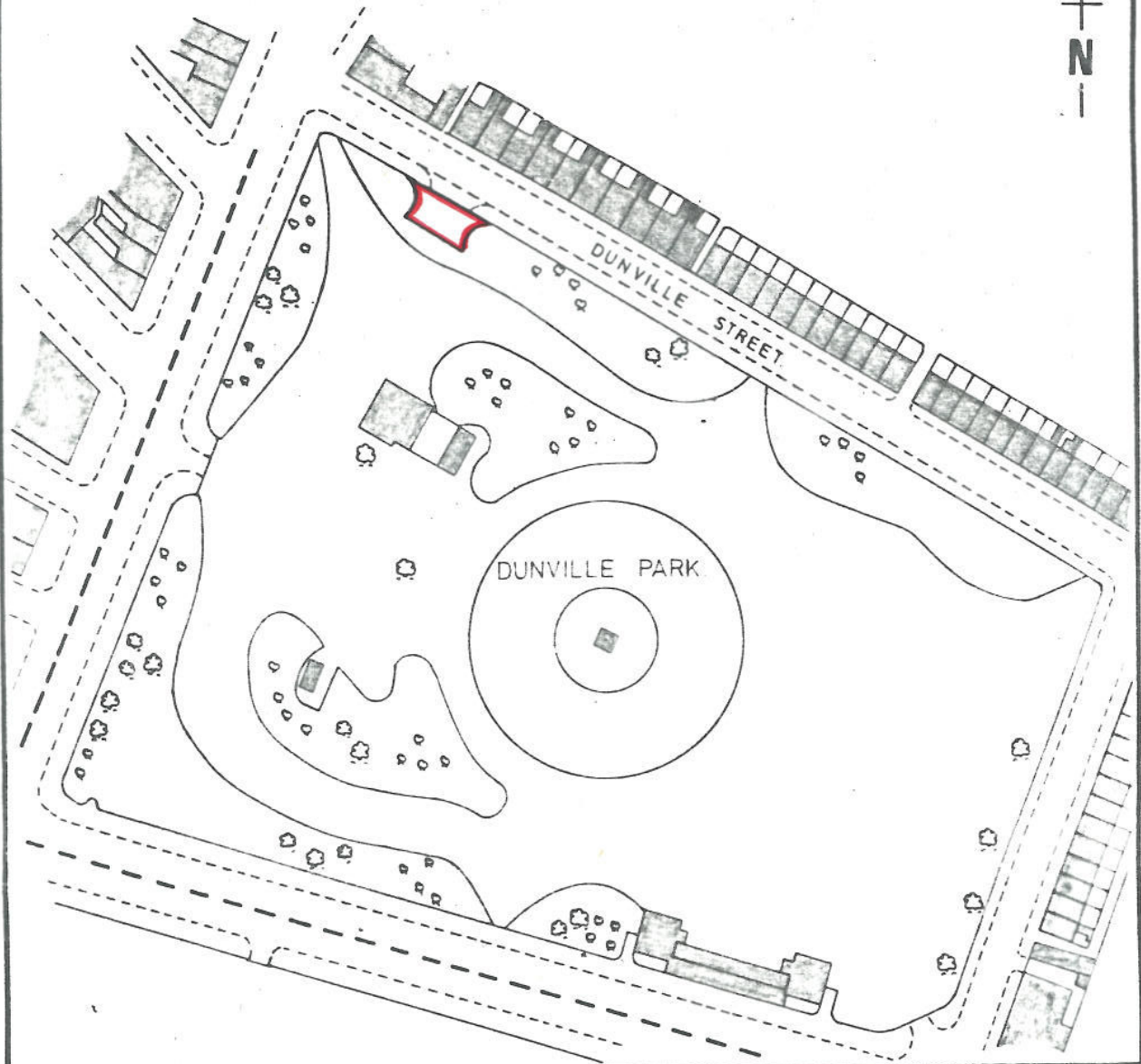
5	Recommendations
5.1	Committee is recommended to approve the acquisition of approximately 93 square metres (111 square yards) as outlined red on the attached map, from the Northern Ireland Housing Executive, for the sum of £1,400 plus reasonable legal expenses, subject to the approval of the Strategic Policy and Resources Committee in accordance with Standing Orders 46 and 60 and incorporation of detailed terms in a legal agreement to be drawn up by Legal Services.

6	Decision Tracking
The Director of Parks and Leisure to liaise with the Director of Property and Projects to bring a report to the Strategic Policy and Resources Committee within two months (provided above recommendation is approved by Committee and ratified by Council).	

7	Key to Abbreviations
Housing Executive: Northern Ireland Housing Executive (NIHE) LPS: Land & Property Services	

8	Documents Attached
Appendix 1: Map showing (outlined red) the land disposed of to NIHE by conveyance dated 19 October 1984. This is the same land which is to be re-acquired by the Council.	

FILE: BEL / A / 106.



O.S.: -IG 130-13SW DOC.3.

SCALE: -1/1250

B.C.C. to N.I.H.E.
Land at DUNVILLE PARK.
BELFAST.

NORTHERN IRELAND HOUSING EXECUTIVE,
THE HOUSING CENTRE,
2, ADELAIDE STREET, BELFAST, BT2 8PB.

REPRODUCED FROM O.S.N.I. PLAN
REFERENCE IG130-13SW.DOC3
SCALE 1:1250 YEAR A.R.
WITH THE PERMISSION OF THE
CONTROLLER OF HER MAJESTY'S
STATIONERY OFFICE CROWN
COPYRIGHT RESERVED

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Draft Pitches Strategy
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director Parks and Leisure
Contact Officer:	Emer Boyle, Policy and Business Development Manager Claire Sullivan, Policy and Business Development Officer

1.	Relevant Background Information
	<p>Members will be aware that the council is in the process of developing a playing pitches strategy. The draft strategy has been developed and was approved by committee at a Special Meeting on 13 December 2010.</p> <p>Following council approval the first phase of the public consultation exercise commenced on Monday 10 January 2011. This is an 8 week exercise which will conclude on Friday 4 March 2011.</p>

2.	Key Issues
	<p>Officers are currently doing some preliminary work regarding potential sites for investment. This work will include a narrative on deliverability within the first three years of the life of the strategy. This work can only be finalised once the outcome of the consultation process and the rate setting process are known.</p> <p>To enable work on design etc. to commence by the Summer of 2011, time to complete this work and engage parties will be extremely tight. Therefore it is proposed to organise party group briefings and to convene a special meeting of the committee in March 2011.</p> <p>As part of the ongoing consultation process, two requests have been received from elected Members for officers to attend meetings arranged by those Members with a range of sports clubs. The purpose of the meetings is to present the draft pitches strategy to assist clubs in preparing their consultation responses. While this would not normally be an issue, I have however taken advice given that the Local Government elections are to be held in May 2011.</p>

	<p>The 'Purdah' period will come into operation from the date of the publication of the Notice of Election which will be on 25th March and, under the Council's Election Protocol, it would not be appropriate for officers to be involved in such public meetings from that date until after the election on 5th May. In the period from now until 25th March, I have been advised that direction should be taken from the Committee regarding such requests. If the Committee is content for officers to be involved in these types of meetings in the period up until 25th March, then this facility would need to be offered to all political groups on the Council</p>
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3.	Resource Implications
	None further at this stage.

4.	Equality and Good Relations Implications
	An independent consultant has been appointed to externally verify the equality dimensions to the development of the strategy. They will continue to offer advice and feedback to the council throughout the consultation and EQIA process.

5.	Recommendations
	<p>It is recommended that Committee:</p> <ol style="list-style-type: none"> 1. Agree to hold party group briefings and to convene a special meeting of the Parks and Leisure Committee in March 2011; and 2. Provide guidance to officers regarding their involvement with Members in public meetings during the period from the commencement of the consultation exercise up until the start of the 'Purdah' period on 25th March.

6.	Decision Tracking
	The actions will be completed by the Director of Parks and Leisure by end of March 2011.

7.	Key to Abbreviations
	None.

8.	Documents Attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Stadia Proposals
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure

1.	Relevant Background Information
	<p>Members will be aware that in the draft budget from the Department of Culture, Arts and Leisure a commitment of £110m over the period from 2012-2015 has been made to develop regional stadia at Casement Park, Windsor Park and Ravenhill.</p> <p>The closing date for the public consultation on the draft budget is 9 February 2011 and the council's response to all the draft departmental budgets was considered by the Strategic Policy and Resources Committee at its meeting on 4 February 2011.</p> <p>During the development of the three business cases for the stadia the Directors of Parks and Leisure and Property and Projects represented the council on the oversight board convened by DeCAL and Sport NI.</p>
2.	Key Issues
	<p>It is important that the council continues to engage with DeCAL, the sports governing bodies, other stakeholders and particularly in the first instance with Sport NI who will oversee the stadia development for DeCAL.</p> <p>It is proposed that officers engage with Sport NI to examine how the council might contribute to the stadia proposals to ensure that the developments have the maximum regeneration and community development impacts.</p> <p>It is also proposed that at the appropriate time a political delegation meet with Sport NI to explore the issues around the stadia development.</p>
3.	Resource Implications
	None.

4.	Equality and Good Relations Implications
	None.
5.	Recommendations
	It is recommended that Members agree that officers should continue to engage with Sport NI and other stakeholders regarding the stadia development and agree that a meeting is sought with Sport NI for a political delegation to discuss with them how the council could best contribute to the stadia proposals.
6.	Decision tracking
	The Director of Parks and Leisure will arrange a meeting with Sport NI before the end of March 2011.
7.	Guide to abbreviations
	None.
8.	Documents attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Green Graves
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure

1.	Relevant Background Information
	<p>Members will be aware that the committee has made a number of decisions in recent months regarding future provision for cremation and burial.</p> <p>Reports on options for cremation and on natural burials will be brought to committee in March 2011.</p> <p>A site visit to the two potential new sites at Dundrod was undertaken by the Committee on 31 January 2011 and arrangements will now be made to have initial site investigations undertaken at the site brought forward by Strategic Planning as part of the expressions of interest process which was undertaken last year.</p>
2.	Key Issues
	<p>The council continues to examine new and innovative solutions to future burial needs. This not only includes changing customer requirements such as the trend towards natural burials but also new technology, for example 'resomation'. Previously the former Chairman of the Parks and Leisure Committee and I met with representatives of a local company "Green Graves" who, with support from the University of Ulster, are developing an innovative pre-formed cemetery system. The company has been trialling the system in New Blaris Cemetery in Lisburn. They have requested an opportunity to present their system and findings from their trials to the council.</p> <p>It is proposed that a meeting of the Cemeteries Working Group be convened to meet with representatives of the company.</p>
3.	Resource Implications
	None.

4.	Equality and Good Relations Implications
	None.
5.	Recommendations
	It is recommended that a meeting of the Cemeteries Working Group be convened at a suitable time to consider the issue.
6.	Decision tracking
	The Director of Parks and Leisure to implement the decision of the committee by March 2011.
7.	Guide to abbreviations
	None.
8.	Documents attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Parks and Leisure Improvement Programme - Review of Management Arrangements for Leisure Services
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Rose Crozier, Head of Parks and Leisure

1.	<p>Relevant Background Information</p> <p>The strategic review of leisure has highlighted the need to examine the cost of leisure provision and to challenge us to use resources more effectively to engage our communities in healthy activities.</p> <p>A review of management arrangements including roles and responsibilities and an expression of interest for voluntary redundancy (VR) were considered to be priorities in the first phase of the leisure improvement programme. Other work streams include a review of opening hours, pricing and programming. Details of groups and their remits can be found at Appendix 1.</p> <p>Outcomes from this first stage were presented to committee in January 2011 in the form of a management side position on a Leisure Services management structure. This included the rationale for allowing three members of staff to be released through VR. The committee agreed to adopt the proposed organisational structure subject to agreement by the Strategic Policy and Resources Committee and approved the recommendation for the deletion of four management posts and release of three staff through voluntary redundancy. This was supported at the Strategic Policy and Resources committee in January 2011.</p> <p>The review has given us an opportunity to develop job profiles that enhance the delivery of leisure services; supporting staff development and providing increased flexibility whilst reducing operational cost.</p> <p>The proposed structure reduces the number of tiers in Leisure Services management from four to three:</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Current structure</th> <th style="text-align: left;">Proposed structure</th> </tr> </thead> <tbody> <tr> <td>Leisure Operations Manager</td> <td>City Leisure Manager</td> </tr> <tr> <td>Leisure Centre Manager</td> <td>Area Leisure Manager</td> </tr> <tr> <td>Assistant Leisure Centre Manager</td> <td>Neighbourhood Leisure Officer</td> </tr> <tr> <td>Recreation Officer</td> <td></td> </tr> </tbody> </table>	Current structure	Proposed structure	Leisure Operations Manager	City Leisure Manager	Leisure Centre Manager	Area Leisure Manager	Assistant Leisure Centre Manager	Neighbourhood Leisure Officer	Recreation Officer	
Current structure	Proposed structure										
Leisure Operations Manager	City Leisure Manager										
Leisure Centre Manager	Area Leisure Manager										
Assistant Leisure Centre Manager	Neighbourhood Leisure Officer										
Recreation Officer											

	<p>In the proposed structure the roles of Area Leisure Manager and Neighbourhood Leisure Officer would be generic to allow for dedicated staff to work across the areas of operations (facilities) and participation (outreach). This is a critical element of the new roles and responsibilities and will provide greater flexibility to enable Leisure Services to meet the needs of the community and deliver on the vision of an Active Belfast.</p> <p>The new role of the Neighbourhood Leisure Officer is a hybrid of the current Assistant Leisure Centre Manager and the Recreation Officer, which was identified as having very similar type roles in the current operation.</p>
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<p>2.</p>	<p>Key Issues</p> <p><u>Consultation with Stakeholders and Trade Unions</u> Throughout the Leisure Services Improvement programme extensive consultation has been ongoing with staff and trade unions.</p> <p>Since the January committee meeting further meetings have taken place with the People Group, the Assurance Panel which was established to scrutinise recommendations from the People Group and a number of peer groups representing Leisure Services Managers, Leisure Services Assistant Managers and Recreation Officers.</p> <p>The meetings have been focussed on developing further job descriptions and testing the operational fit of the proposed structure.</p> <p>There have also been weekly meetings with the leisure trade unions.</p> <p><u>Current Position</u> At this time the proposed leisure management structure as attached at Appendix 2 remains unchanged.</p> <p>There are still ongoing negotiations with trade unions on a number of issues. These are mainly about clarifying the Participation Officers' role, the split between operation and outreach and how we get the balance right, and the grade of the Neighbourhood Leisure Officer post.</p> <p>The engagement with staff representatives and trade unions has been constructive and issues that have been raised are considered by management not to be insurmountable.</p> <p>All staff and trade unions have agreed that further work needs to be done to refine job descriptions and address all issues raised. It has also become clear that whilst this work has concentrated on the management tiers, engagement with all other leisure staff needs to begin to assess the impact on other posts and to develop mechanisms to support the management structures.</p>
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3.	Resource Implications
	<p><u>Financial</u> None</p> <p><u>Human Resources</u> Consultation with postholders, Human Resources and the Trade Unions is ongoing.</p> <p><u>Asset and Other Implications</u> None.</p>
4.	Equality and Good Relations Implications
	None.
5.	Recommendations
	It is recommended that Committee agree to implement the Leisure Services management structure to support the continuation of work on refining roles and responsibilities and their implementation, and to sustain the release of three staff from the current structure.
6.	Decision Tracking
	Responsible Officer – Head of Parks and Leisure. A progress report will be brought to April 2011 committee.
7.	Key to Abbreviations
	VR: voluntary redundancy.
8.	Documents Attached
	Appendix 1 - Leisure Operational Efficiency Groups Appendix 2 – Phase 1 Leisure Services Management Structure

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Appendix 1

Leisure Operational Efficiency Groups

As noted in the committee report of the 16 September 2010 the Leisure Improvement programme has been initiated with staff briefing sessions and engagement of Trade Unions to set the context for the review.

A number of staff led task forces have been established to examine the following areas:

People Subgroup

Aim:

To review current working arrangements. Recommending potential areas of development which will enhance the current level and quality of leisure provision across the City. Ensuring Leisure Services deliver on our Departmental vision and Corporate priorities.

Programming Subgroup

Aim:

To develop a city wide participation plan that will increase community engagement and improve the health and well being of its residents within the context of the Council's aims of improving the quality of life, for now and for the generations to come.

Pricing Subgroup:

Aim:

To review and amend the present annual scale of charges and review Boost in terms of Fit for Purpose and how it aligns with corporate objectives and overall Health & Well being agenda.

Opening Hours Subgroup:

Aim:

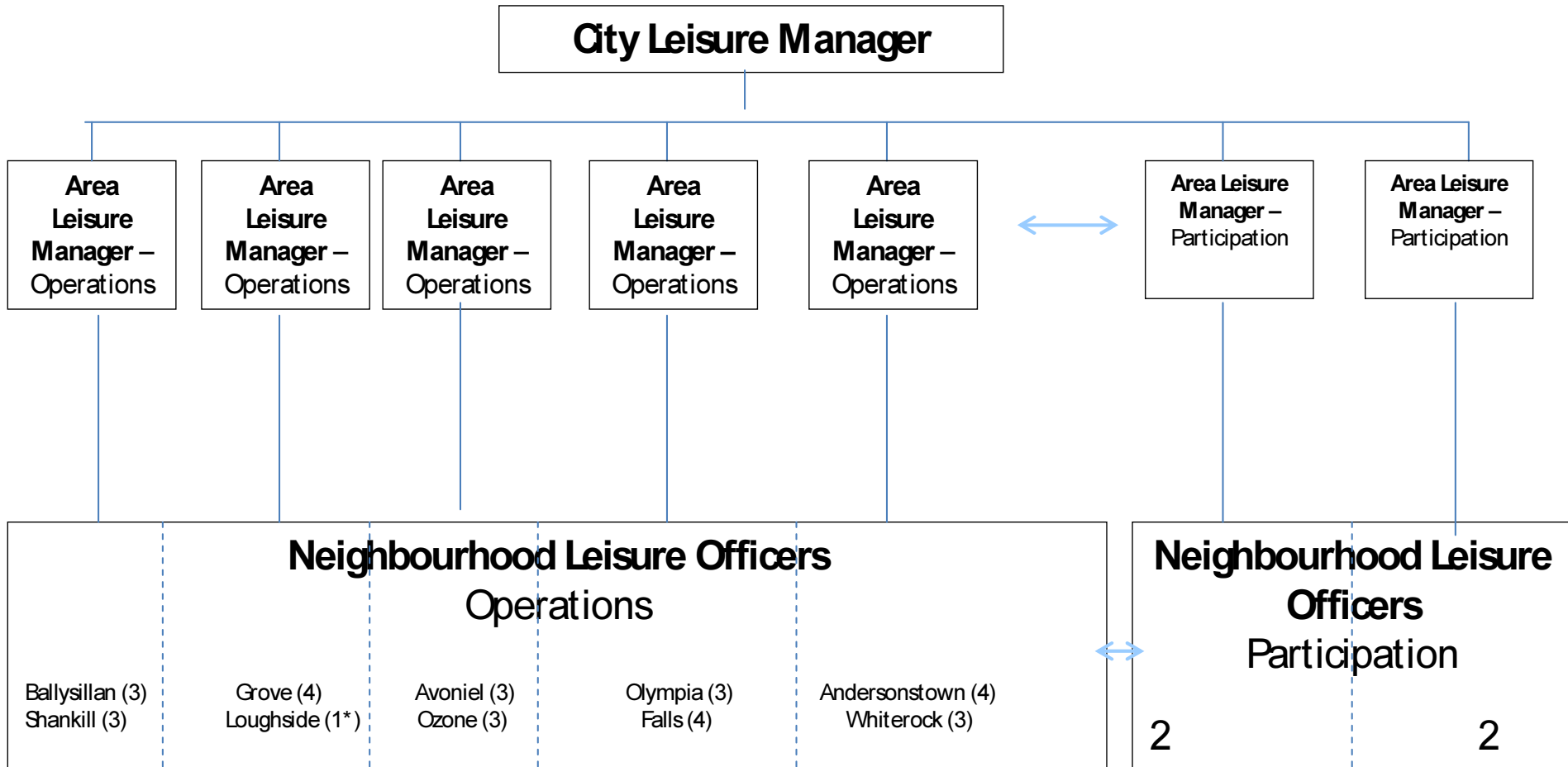
To review the current opening hours arrangements and develop quick wins to increase income, reduce expenditure and increase throughput and community engagement.

There are clear dependencies between each of the subgroups and although the outcomes from each one have not yet been finalised, the research emanating from each subgroup has been taken into account when developing the proposals contained within this report.

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Appendix 2

PHASE (I) Leisure Services Management Structure (14.12.10)



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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Employment through Fitness
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Cormac McCann, Leisure Development Manager

1.	Relevant background information:
	<p>The Leisure Development Unit has established links with further and higher education colleges to improve employability of students in Belfast. Much of the current work is through offering placement, work experience and volunteering opportunities, and attending advisory board meetings on curriculum development.</p> <p>Further partnership opportunities are being explored to enhance our existing links to include research, project management and project delivery.</p> <p>Belfast Metropolitan College is a leading provider of vocational training for the fitness and active leisure sectors, qualifying over 600 individuals as fitness instructors to date.</p> <p>This project is aimed at providing economically inactive people with a stepping stone into the fitness industry. Trainees will gain the Active IQ Level 2 Certificate in Fitness Instructing, which is an internationally recognised fitness qualification. Trainees will also benefit from one to one support from fitness professionals through mentoring and job shadowing with our professional fitness instructors.</p> <p>The combination of qualifications and support from industry experts will help boost their employability skills and give them an important first step into the fitness industry.</p>

2.	Key Issues:
	Employers now require applicants to have a minimum qualification of Level 2 Fitness Instructor before being considered for employment. This requirement

	<p>to have specific qualifications, alongside the cost of training is often a barrier to people entering the labour market as a fitness instructor.</p> <p>Through this partnership approach we will be offering 30 trainees, who must be in receipt of Job Seekers Allowance, access to training, assessment and mentoring support for only £70. Fees are typically up to £600 for a Level 2 professional fitness instructor course.</p> <p>Belfast Metropolitan College will be providing the course tutors from their Millfield Building and the practical sessions will be held in Shankill Leisure Centre and Falls Leisure Centre.</p>
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3.	Resource Implications:
	All marketing materials for the promotion of this programme will be provided through the Leisure Development budget.

4.	Equality and Good Relations Implications
	There are no equality or good relations implications.

5.	Recommendations:
	That Members note the contents of this report.

6.	Decision tracking:
	None.

7.	Key to abbreviations
	None.

8.	Documents attached
	Appendix 1: recruitment, turnover and promotion figures

Appendix 1**1. Recent basic entry grade recruitment activity**

	Number of recruitment campaigns	Number of people recruited into F/T and P/T posts
2008	23	52
2009	13	39
2010	4	3

2. Basic grade turnover for permanent full time and part time posts

2007	2008	2009	2010
51	38	39	26

3. Provision of learning and development for basic entry grade staff**Step up to Learn****(Literacy and numeracy)**

Year	Numbers attended
2005	27
2006	35
2007	18
2008	9
2009	8
2010	14
Totals	111

Frontline Development**Programme**

Year	Numbers attended
2006	33
2007	74
2008	70
2009	52
2010	63
Total	292

4. Basic grade staff promoted after training and development

Year	Numbers promoted after training & development activity	Training & Development Activity
2008	9 2 2 1	Front Line Development Programme Step up to learn Front Line Development Programme & Step up to learn First Line Supervisory Development Programme
2009	3	Front Line Development Programme
2010	3 1	Front Line Development Programme Step up to Learn



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Irish Football Association/Belfast City Council Grassroots Soccer Development Programme
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Cormac McCann, Leisure Development Manager

1.	Relevant Background Information
1.1	<p>In 2006 Belfast City Council entered into a partnership with the Irish Football Association (IFA) to employ two Grassroots soccer development officers. One was based in Ballysillan to cover North and East Belfast and the other was in Andersonstown to cover South and West Belfast.</p> <p>The officers were initially employed for two years. In February 2008 this partnership was extended until 6 March 2009.</p> <p>A further extension was granted in February 2009 to extend the partnership until 6 March 2011</p> <p>It was agreed that for the period between 7 March 2009 and 6 March 2011 Belfast City Council would meet 50% of salary costs for these two posts to a maximum of £60,760</p>
2.	Key Issues
2.1	<p>The IFA has informed Belfast City Council that the financial future of the Grassroots Soccer Development Programme has been secured in agreement with the Executive Board of The IFA.</p> <p>This means that from 7 March 2011 Belfast City Council is no longer required to make a financial contribution to the Grassroots Soccer Development Officer posts. However given the success of the partnership between Belfast City Council the IFA wishes that Belfast City Council remains as a lead council within the IFA National Grassroots Programme.</p> <p>The IFA want their Grassroots Development Officers to continue to work with the Belfast City Council sports development officers to deliver a city wide grassroots soccer programme.</p>

	To continue this partnership the IFA has asked that Belfast City Council provide a hot desk within our leisure centres for the two Belfast grassroots development officers. The remit in terms of the areas supported by the two officers will also change with one now having responsibility for North and West Belfast and the other will have responsibility for South and East Belfast.
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3	Resource Implications
3.1	<p><u>Financial</u> The new arrangements will see the IFA absorb the financial risk and cover total salary, pension and travel costs relating to the delivery of the IFA Grassroots Programme.</p> <p>The only cost to Belfast City Council will be the provision of a workstation at each of the two sites. This will require a telephone and internet access.</p>
3.2	<p><u>Human Resources</u> The IFA will be the sole employers of the two Grassroots Development Officers.</p>

4	Equality and Good Relations Implications
4.1	There are no equality or good relations issues associated with this issue.

5	Recommendations
5.1	It is recommended that the Committee accept the offer from the IFA under the terms set out above to host the two grassroots soccer development officers from 8 March 2011.

6	Decision Tracking
	Officer responsible: Sports Development Officer to work with the IFA to implement the new partnership arrangements.

7	Key to Abbreviations
	IFA: Irish Football Association

8	Documents Attached
	Appendix 1: key outcomes of programme for the current year.

**IFA Grassroots Soccer Development Programme
from 1 April 2010 to 29 Jan 2011**

Games Development Centres 2010-2011 (small sided games)

Ballysillan	Age Group 2001/2		120 Players Each Week 24 coaches Each Week
Whiterock	Age Group 2002		80 Players Each Week 16 Coaches Each Week
Olympia	2002	09.00am – 10.00am	40 Players Each Week 8 Coaches Each Week

Coach Ed Programme

Course	No. of courses	No. of participants
Grassroots leaders Award	7	140
Level 1 coaching certificate	6	125
Nutrition for young footballers	2	34
Child Protection Course	1	20
Referees Course	1	24
Goalkeeping Master Class	1	14

Summer Scheme Coaching Sessions

Centre	Participants
Avoniel	240
Ballysillan	270
Shankill	240
Grove	150
Ozone	180

Andersonstown 78**Belfast Festivals**

Event	Location	No. of participant	Partners
Ardoyne George Best Festival	Holy Cross School	340	George Best Foundation BCC Local community and church groups
McDonald's Belfast festival	Ballysillan	100	McDonalds Bcc
Games development festival	Victoria Park	200	IFA BCC
NI Panna Day	City Hall	200+	Dutch embassy

Holiday Coaching Weeks

Event	No. of participants	Number of days
George Best Trophy	340 each night	5
New lodge festival	30 each day	3
Ballysillan Fun Week 5th – 9th July	56	5
Ballysillan Fun Week 2nd – 6th Aug	58	5
North Belfast Fun Day	200	1
Falls Park	50	1
Lenadoon Park	150	1

Skill centres	No. of participants registered
Ballysillan LC	95
Grove LC	34
Shankill LC	40
Andersonstown	20
Whiterock	30
Olympia (Blackstaff FC)	25

McDonalds Primary Schools Programme

School	Number of Participants	Number of sessions
Nettlefield	40	4
Euston Street	40	4
Strandtown 1	40	4
Strandtown 2	40	4
Strandtown 3	40	4
Avoniel	40	4
Finaghy	40	4
St. Teresa's	40	4
Taughmonagh	40	4

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Proposal for two events at Upper Botanic Gardens 2011
Date:	10 February 2011
Reporting Officer:	Rose Crozier, Head of Parks and Leisure
Contact Officer:	Alex McNeill, Park Manager

1	Relevant Background Information
1.1	<p>The Committee is asked to note that the council has received a request for the use of Botanic Gardens for two events on the Great Lawn from Connie Cunningham, Cunningham Events. Both events would offer food and music entertainment with the public being charged fees to gain admission.</p> <p>The proposed events are as follows:</p> <p><u>Belfast Sizzle</u></p> <ol style="list-style-type: none"> 1. Event date 27 – 30 May 2011, with hours of operation 1.00pm to 10.00pm daily 2. Total proposed duration of event to include set up and take down would be 7 days on location. 3. Potential audience size over four days in the region of 10,000. <p>As stated by Cunningham Events, 'Belfast Sizzle is new to Northern Ireland's summer celebratory calendar; this exciting event features a line-up of top local chefs who will present summer barbecue favourites and 'cool summer sides'. Along with fabulous live musical entertainment...all in Belfast's most famous garden...this new event will be a great way to 'kick off' the summer!'</p> <p><u>Belfast Taste and Music Fest</u></p> <ol style="list-style-type: none"> 1. Event date 4 – 7 August 2011 with hours of operation 1.00pm to 10.00pm daily 2. Total proposed duration of event to include set up and take down would be 9 days on location. 3. Potential total audience size over four days in the region of 15,000 <p>As stated by Cunningham Events, 'With four glorious days of fabulous food and entertainment, this annual event has earned its mark as Northern Ireland's premier summer blockbuster. Its boulevard of top local</p>

chefs will tantalize the taste buds with dozens of 'signature' recipes. With a full stage of live musical entertainment, this event is a 'must' for 'foodies' and music lovers of all ages!

Statistics provided by Cunningham Events from the Belfast Taste and Music Fest in 2010 are attached at Appendix 1.

2.	Key Issues
2.1	<p>The key issues for the committee to note are:</p> <ol style="list-style-type: none"> 1. The council wishes to promote the use of its parks and open spaces and where appropriate will permit the use of these facilities for events; 2. The event organiser is aware of the need for the payment of a bond of intent which must be completed prior to written confirmation that the venue shall be available; 3. The event would be subject to the preparation of an event management plan which would cover all aspects of management including health and safety and access. 4. The events should generally permit access to Botanic Gardens for all users. 5. The event promoter shall consult with all local communities and adjacent organisations.
2.2	<p>Cost implications for the event organiser are as follows:</p> <p>For the Belfast Sizzle:</p> <ol style="list-style-type: none"> 1. a bond of intent to the value of £300 to be paid within 28 days of request; and 2. a fee of £2,500 to be paid within 28 days of request. <p>For the Belfast Taste and Music Fest:</p> <ol style="list-style-type: none"> 3. a bond of intent to the value of £600 to be paid within 28 days of request; and 4. a fee of £5,400 to be paid within 28 days of request. <p>With respect to both events</p> <ol style="list-style-type: none"> 5. a reinstatement bond of £3,000 to be paid for each event within 28 days of request 6. an appropriate legal agreement prepared by the Assistant Chief Executive and Town Solicitor is completed; 7. the event organiser meets all statutory requirements including entertainment licensing; and 8. all fees and Bonds must be paid before any event takes place.
2.3	<p>Connie Cunningham, the events organiser, has written to committee and the Director of Parks and Leisure (letter attached at Appendix 2) to request that the event fees as stated in points 2 and 4 totalling £7,900 are waived. This is on the basis of the history of the Taste and Music event and its considerable benefit to the city; the scale of cost in delivering the events against a low profit margin which would risk their viability.</p>

3.	Resource Implications
3.1	<u>Financial</u> The fees with bonds of intent and reinstatement identified in section 2 are intended to cover all costs incurred by the council.
3.2	<u>Human Resources</u> There may be overtime required by staff to assist with the management of the proposed event which would be met from the fee charged.
3.3	<u>Asset and Other Implications</u> The Promoter shall ensure minimal impact on council property.
4.	Equality and Good Relations Implications
4.1	There are no equality implications.
5.	Recommendations
5.1	It is recommended that the committee accede to the two requests to hold the events as outlined above, subject to satisfactory terms in line with the above being agreed with the Director of Parks and Leisure and the event organiser meeting the council's operational requirements and complying with all statutory requirements. Committee is asked for direction on the request to waive the event fees totalling £7,900.
6.	Decision Tracking
	The Park Manager will ensure that all actions are completed by the end of August 2010.
7.	Key to abbreviations
	None.
8.	Documents Attached
	Appendix 1: statistics from Belfast Taste and Music Fest in 2010 Appendix 2: letter from Connie Cunningham, Cunningham Events

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EVENT STATISTICS

Summary

- Approximately 21,500 patrons attended, an increase of about 10% from 2009
- 63% were in the age-group 18-49 years
- 66% came in family and other groups
- 63% were from outside Belfast (36% NI, 27% Out of State)
- 88% visited specifically for the event
- 38% stayed over for the event
- 15 premier chefs took part, supported by about 60 culinary staff
- 20 artistes/bands performed for the patrons
- The event contributed an estimated £2,088,480 to the local economy



Patrons

The following statistics relating to patrons attending the event during the period 4-8 August, 2010, have been compiled from audience surveys carried out each day; they reflect a random sample of about 6% of those attending.

Total numbers of patrons: c 21,500

This is an increase of nearly 10% over 2009. The poor weather on Friday 6th August reduced attendance by an estimated 2,500 patrons. Had the projected Friday figure been achieved, event attendance would have increased by approximately 20% over 2009.

The increase in attendance was achieved despite the Great Recession and reductions in disposable income, demonstrating the growing strength of the event as a visitor attraction and its pricing structure.

Gender:

55% female

45% male

Age range:

Under 18: 6%

18-25: 15%

26-34: 18%

35-49: 30%

50-64: 21%

65+: 9%



Social Structure:

Individuals: 5%

With partner: 29%

Family/Group: 66%

This demonstrates the draw of the event as a social gathering, attractive to families and friends.

Place of Residence:

Belfast: 37%

NI (Outside Belfast): 36%

ROI: 12%

GB: 12%

Europe and others: 3%

Despite increased patron numbers, there was a substantial % reduction in visitors from outside the UK/ROI (compared with 2009), a reflection of the Great Recession and in line with other visitor statistics for NI and Ireland.

Although the euro/pound exchange rate was not as favourable to ROI visitors as previously, there was an increase in the numbers and % of patrons from ROI (in line with the event's objectives).

The % of visitors from GB was sustained, despite recessionary pressures and other measured reductions in visitor numbers from GB to NI. Anecdotally, a number of GB visitors were returning to the event for the second year.

Patron numbers from NI indicate that the event made a substantial contribution to Domestic Tourism Performance and the 'staycation' market.



Reason for visit:

BT&MF: 88%

Holiday: 11%

Business: 1%

Compared with 2009, there was a substantial increase in the percentage, and number, of patrons who were visiting exclusively for the event, demonstrating growth in recognition from last year's premiere. There were many examples of patrons returning for the second year.

How patrons learned of the event:

Word of mouth: 19%

Newspaper: 14%

Radio: 15%

Online media: 23%

Outdoor ads: 20%

Programmes/flyers: 9%

This is a wide spread of responses, supporting the event's marketing plan, particularly the further development of online promotions.



Rating of event (%)

	Very Good	Good	Average	Poor	Very Poor	N/A
Food	84	15	0.8			0.2
Entertainment	74	21	4			1
Bar Facilities	74	19	4	1		2
Location	85	15				
Set-up/Layout	88	12				

These are encouraging numbers, reflecting well on the event's organization and participants, particularly food prepared by the chefs.

A number of organizational issues, noted during the event, will be addressed to improve delivery and patron experience in 2011.

Stay over

Patrons staying overnight in the area: 38%

Average length of stay: 2 nights

Bed & Breakfast: 3%

Hotel: 23%

Hostel: 2%



Excluding the 'other' category (largely made up of patrons staying with friends and family), the commercial bed-nights were approximately 14,620, an increase over 2009, indicating that a large number of visitors from ROI and NI stayed in the City for the event.

Participants

The event was successful in attracting a team of some of the best chefs in Northern Ireland, including many award winners, as follows:

- Barry Smyth, Culinary Director
- Simon Dougan, Yellow Door Deli, Portadown
- Alan Higginson, No27 Talbot Street, Belfast
- Tony O'Neill, The Merchant Hotel, Belfast
- Paul Catterson, Mango Catering & Events, Maghera
- Andy Rea, Mourne Seafood Bar, Belfast
- Patrick Leonard, The Fitzwilliam Hotel, Belfast
- Danny Millar, Balloo House, Killinchy
- Niall McKenna, James Street South, Belfast
- Derek Creagh, Kettyle Irish Foods, Fermanagh
- James Devine, Deli on the Green, Moygashel



Roisin Gavin, Taste by Roisin, Glengormley

Dean Coppard, Uluru, Armagh

Noel McMeel, Lough Erne Golf Resort, Enniskillen

Also participating were the following:



The Loft Coffee Bar & Restaurant

Illy Coffee

Ulster Pork & Bacon Forum

Get Fresh

O'Kane Poultry

The 15 premier chefs were supported by approximately 60 other chefs, cooks, and staff, a total of about 75 involved directly in culinary activities.

While the wonderful food, cooked live for patrons, was the focus of the event, the line-up of entertainment, necessary to draw a wider range of patrons, was excellent. There were four performances each day, a total of 20 bands/artistes, 139 participants.

Total participants: 214, from NI, ROI, GB and Europe

Participant bed-nights: 94

Further detail on chef and entertainment participants can be viewed at www.belfasttaseandmusicfest.com.

Media Coverage

Total Opportunities to See: 16,986,544



Total Equivalent Advertising Spend: £175,095

Total PR Value: £616,900

Print Clippings: 164

Broadcast Clippings: 22

Online Clippings: 54+



Economic Impact

Taking account of the following:

- Event costs (contractors, labour, infrastructure, etc)
- Commercial bed nights
- Expenditure by patrons/visitors
- Food purchase
- Value to restaurants, food providers and sponsors in additional sales

..... the event conservatively contributed an estimated £2,088,480 to the local economy.

Ends.



Mr. Andrew Hazzard
Director, Parks and Leisure
Belfast City Council
Belfast, NI

26 January 2011

Belfast Taste & Music Fest
4th - 7th August 2011 (proposed dates)
Botanic Gardens, Belfast

Belfast Sizzle
27-30th May (proposed dates)
Botanic Gardens, Belfast

Dear Andrew and Committee,

I am writing to provide additional information about our work and to ask your consideration of sponsorship for our 2011 events: **Belfast Taste & Music Fest** and our premiere of the **Belfast Sizzle**.

As you know, **Belfast Taste & Music Fest**, now approaching its third annual year, has earned its mark as Belfast and Northern Ireland's premier summer culinary block-buster event. Dedicated to and designed for public enjoyment, its winning formula of fabulous food and a live musical entertainment also presents a showcase for its lush and lovely setting, Belfast Botanic Gardens.

To support the event's value to the city, we surveyed 2010 visitors from across the globe... New York, Newcastle and New Zealand...who raved about the event and reported that it added great pleasure to their stay. I have attached 2010 event statistics to my e-mail.

On the wings of this hugely successful event, we plan the premiere of the **Belfast Sizzle, 27-30th May**, to feature top local chefs presenting barbecue and 'cool summer sides'. Like Taste Fest, it will also present a full stage of live musical entertainment, adding another great opportunity of city summer enjoyment.

The basis of my request to you is three-fold: to address financial viability, to grow these event products for both Belfast and NI investment returns, and to assist as a hedge against fickle weather conditions...a factor which I obviously cannot control and one which can present substantial financial peril.

Likewise, and of great importance to this request, is the fact that it is double-barreled. Support to Taste Fest is simultaneously support to one of Belfast and Northern Ireland's premiere assets: its professional culinary community who gather together, as in no other event in Northern Ireland, in unique comradery, and with a spirit of civic pride.

From all our extensive feedback, it is clear that this event enjoys great public affection and dedication....not least from its Belfast and NI base. Therefore, given this tight economy, it has addressed a new agenda...shared all over the world...the creation and enhancement of '**staycations**', so critical to public pride and local economies.

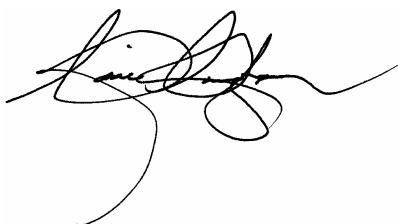
While I realize that both City and NITB agenda are fastened to attracting visitors, bed nights and local spend, this event likewise promotes 'Discover', an invitation to promote Northern Ireland to its own residents. To that point, our 2010 data indicates that local patronage to the event increased from substantial numbers in 2009, with many related 'stayovers' in local commercial accommodation.

Beyond our shores, this event has helped place Belfast and NI on the **must see/must visit culinary map** with corresponding benefits of attraction of tourism (as our patronage data indicates), enhanced visitor experience and increased local spend, as in hotels and related tourist services. Despite economic conditions, we increased our numbers of ROI and GB visitors in 2010.

I hope you conclude that a case for supporting Taste Fest is strong and critical to its delivery. Clearly, the growth and enhancement of this event is in direct alignment with all stated Belfast and Northern Ireland objectives. With support from both public and private sector sponsors, it will continue to make Belfast a greatly attractive summer destination, with all attendant economic benefits, for years to come.

For further information, please visit the following: www.belfasttasteandmusicfest and www.cunninghamevents.com

With thanks and best wishes

A handwritten signature in black ink, appearing to be 'Liam Cunningham', written in a cursive style.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Parks Events Small Grants Scheme
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Agnes McNulty, Open Spaces and Active Living Manager

1.	Relevant Background Information
	<p>Members are reminded that at its meeting on 14 October 2010, approval was given to support the grant scheme for groups wishing to stage events in parks during the summer of 2011. It was agreed by committee to allocate £60,000 in the 2010/11 revenue budget and that the maximum grant per group would be £2,250. Information was advertised accordingly and the closing date for entries set at 26 January 2011. The criteria used for assessing applications to the parks events grants scheme is attached at Appendix 1.</p>
2.	Key Issues
	<p>The applications were assessed according to the criteria agreed by the Committee. It is recommended that of the 33 applications, 31 met the criteria for an award to be made. Full details of the applications received and the recommendations for grant awards are presented in Appendix 2.</p>
3.	Resource Implications
	<p><u>Financial</u> £60,000 was allocated in the revenue estimates to cover this scheme. Total amount awarded £59,965.</p> <p><u>Human Resources</u> There are no additional human resource implications.</p> <p><u>Asset and Other Implications</u> The running of community events increases use of the parks and creates a sense of ownership.</p>

4.	Equality Implications
	None.
5.	Recommendations
	It is recommended that the committee agree that the groups listed in Appendix 2 be awarded grants accordingly to organise events in parks during 2011.
6.	Decision Tracking
	All actions will be completed by the Open Spaces and Active Living Manager by September 2011.
7.	Key to Abbreviations
	None.
8.	Documents Attached
	Appendix 1: Criteria for parks events grant scheme Appendix 2: List of applications and proposed grants.

Appendix 1

Criteria for parks events grant scheme 2011

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

Appendix 2: List of Applications and Proposed Grants

Successful Applications for Parks Events Small Grants Scheme 2011

Group	Date(s)	Venue	Title of Event	Amount of Grant Requested	Proposed Amount of Grant Awarded
N. Belfast Interface Network	12/7/11	Cliftonville Playing Fields	Community Cohesion Fun Day	£2,250	£1,795
Friends of the Grove Park	29/4/11	Grove Playing Fields	Celebration of Royal Wedding	£2,235	£2,155
Belfast Hills Partnership	July – August 2011	Cave Hill Country Park	Search for the Golden Acorn	£2250	£2,170
Friends of Waterworks Committee	15, 22 or 29 May 2011	Waterworks	Outdoor Country Sports	£2,250	£2,170
Donegall Pass Community Forum	29/4/11	Rev. Robert Bradford Memorial Park	Royal Wedding Fun Day	£1,936	£1,650
South Belfast Alternatives	29/4/11	Blythefield Park	Royal Wedding Fun Day	£1,936	£1,650
KOG Community Action Group	11/7/11	Knocknagoney Linear Park	Summerfest – Building Cohesion in Our Community	£2,215	£2,135
Disabled Ramblers NI	1/6,30/7, 14/9 & 30/10	Various Parks	Park Rambles & Orienteering	£2,250	£2,170
St. Agnes's GAC	11/6/11	Woodlands Playing Fields	Anniversary Fun Day	£1,350	£855
Divis Youth Project	20/8/11	Dunville Park	Community Safety Day	£2,000	£1,920
Groundwork NI	28/5/11	Alexandra Park	Cross Community Fun Day & Launch of Regeneration Proposals	£2,250	£2,170
Upper Springfield Resource Centre	May 2011	Springhill Park	Opening of Play Park & Fun Day	£2,000	£1,820
Feile an Phobail	27 – 30/11/11	Falls Park	Draiocht Children's Festival	£2,250	£2,170
Old Stranmillis Residents Association	11/6/11	Lagan Meadows/Sharman Road	Lagan Meadows Discovery Day	£2,250	£2,170
First Step Centre	3/9/11	North Queen St. Playground	Community Fun Day	£2,250	£2,095
Forest of Belfast	March – September 2011	Various Parks	Woodland Walks	£2,250	£2,170
Greater Village Regeneration Trust	May & August 2011	Blythefield Park	Summer Programme	£2,070	£1,990
Jennymount Community Association	20/8/11	Grove Playing Fields	Groove in the Grove	£2,220	£2,140
Small Steps Adult Education Centre	10/6/11	Alexandra Park	Eco-Education Event	£1,250	£1,170
Ardoyne Fleadh Project	9/8/11	Marrowbone Millennium Park	Family Fun Day	£2,250	£2,170
Ballynafeigh Community Development Association	April, June, September & October 2011	Ormeau Park	Neighbourhood Bird Watch	£2,190	£2,110
Artillery Youth Centre	12/7/11	North Queen St. Playground	Young Parents Fun Day	£2,250	£2,145
Greater New Lodge Youth Forum	12/7/11	Alexandra Park	Lark in the Park 2011	£2,250	£2,170
Willowfield Parish Community Association	20/8/11	Ormeau Park	Family Orienteering Day	£1,400	£1,210

Group	Date(s)	Venue	Title of Event	Amount of Grant Requested	Proposed Amount of Grant Awarded
East Belfast Titanic Festival	11/7/11	Dr. Pitt Park	Know the Past, Make Your Future	£2,250	£2,045
Blackie River Community Group	1/7/11 & 26/8/11	Falls & Dunville Parks	Family Fun Days	£2,150	£2,135
St. Galls GAC	12/6/11	Falls Park	Family Fun Day – Here Comes Summer	£1,950	£1,665
New Lodge Arts	25/10/11	Waterworks	North Belfast Halloween Lantern Parade	£2,250	£2,170
Suffolk Lenadoon Interface Group (SLIG)	26/5/11	Suffolk Playing Fields	Celebration of Royal Wedding/Street Party	£2,105	£1,585
St. Teresa's Youth Centre	29/7/11	Northlink Playing Fields	Party in the Park	£2,250	£1,945
H.E.A.R.T Project	13/8/11	Dunville Park	Family Health & Fun Day	£2,130	£2,050

Unsuccessful Applications for Parks Events Small Grants Scheme 2011

Group	Date(s)	Venue	Title of Event	Amount of Grant Requested	Proposed Amount of Grant Awarded
Falls Youth Providers	27/8/11	Dunville Park	Family Fun Day	£2,000	Low scoring against criteria
GLU of Ormeau Churches Together	9/7/11	Cherryvale Playing Fields	Community Fun Day	£2,250	Low scoring against criteria



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Mountain Tea House
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Mark Challis, Zoo Manager

1.	Relevant Background Information
	<p>The Committee is reminded that the Zoo's Mountain Tea House was destroyed in a fire in June 2009. Since that time a number of reports have been presented to committee and at its meeting in August 2010 it was agreed to proceed with a like for like replacement facility. This decision was ratified by the Strategic Policy and Resources Committee.</p> <p>In subsequent discussions between council officers and the design team it was noted that the mountain tea house was constructed at a time when zoo visitor numbers were in the region of 190,000 annually however, as members will be aware, the annual number of visitors is now in the region of 300,000.</p> <p>While the proposed replacement facility can cater for up to 48 guests seated inside the building, it has been suggested that an extension to the external patio area could provide additional picnic type bench seating for an additional 30 guests. Given the location of the facility and the unobstructed views of the lough, the cityscape and the hills, it is believed that this additional area would be popular and well used, of course there would be an element of weather dependence.</p> <p>The design and procurement process for the replacement building is underway and the expenditure costs (less a £10,000 excess) will be met through our insurers. The insurance policy permits only minor changes to the structure, hence the decision to replace like for like.</p> <p>However, the opportunity exists to consider the option to increase capacity at a reasonable and competitive cost.</p> <p>Sufficient ground is available in the area immediately adjacent to the current tea house footprint. While the ground slopes quite steeply, and is</p>

	<p>currently a heavily planted area of mature shrubs, our design team has established that the work is feasible. This would allow for an additional 18 tables, and thus 108 seating spaces (covers) which would extend the current planned cover provision (48 inside and 30 outside) of 78 covers to 186 covers (ie an increase of 140%).</p> <p>The estimated cost for this option is approximately £58,000.</p>
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<p>2.</p>	<p>Key Issues</p>
	<p>The key issue for the committee is whether it wishes to support these additional works.</p> <p>Since the end of 2005 (210,830 visitors) there has been a significant increase in visitor numbers to 304,085 (at end of 2009), which represents an increase of 44% in 4 calendar years.</p> <p>There is a window of opportunity which would enable us to undertake the additional construction work to provide a patio area which would facilitate increased customer use at the facility;</p> <p>It is estimated that, given the anticipated increase in sales and income generation (estimated at £10,000 per annum additional income), the payback period will be 5.8 years (see outline business case Appendix 1)</p> <p>The committee is asked to consider two options:</p> <ol style="list-style-type: none"> 1. agree to the proposal to extend the patio area at the mountain tea house and commend it to the Strategic Policy and Resources Committee for consideration subject to the Gates process, with the additional cost to be met from within the capital programme; or 2. reject the proposal and proceed with the like for like replacement facility only.

<p>3.</p>	<p>Resource Implications</p>
	<p><u>Financial</u> The estimated cost for this option is approximately £58,000. Agreement for funding via the Council's capital programme will be sought from the Strategic Policy and Resources Committee.</p> <p><u>Human Resources</u> None</p> <p><u>Asset and Other Implications</u> The development would significantly enhance the property, increase customer use and potential for increased income .</p>

4.	Equality and good relations implications
	None.
5.	Recommendations
	The Committee is requested to approve the extension to the patio area at the Zoo's mountain tea house facility and to commend it to the Strategic Policy and Resources Committee for consideration as a variation to the proposal currently included in the capital programme subject to the gates process.
6.	Decision Tracking
	The Zoo Manager will report back to the Committee towards the end of the construction phase of the replacement tea house facility, currently programmed to be during the summer of 2011.
7.	Key to Abbreviations
	None.
8.	Documents Attached
	Appendix 1: Outline business case

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By virtue of paragraph(s) 2 of the Council's Policy on the
Publication of Committee Reports on the Internet.

Document is Restricted

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Proposed Event – Christian Tent Easter Mission
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Paula Irvine, Community Parks Outreach Manager

1.	Relevant Background Information
	<p>The Committee is asked to note that the Council has received a request from Eglinton Presbyterian Church to hold a Christian Tent Easter Mission at Ballysillan Open Space (see map at Appendix 2). The event will be attended by approximately 300 people from Monday 18 April 2011 through to Saturday 23 April 2011. A programme of activities throughout the week will target primary school children, teenagers and adults. The organiser intends to erect a 20 metres x 30 metres marquee for the main events along with a medium sized tent for counselling and prayer and enough port-a-loos to cope with the expected numbers. There are no plans to prepare food, although weather permitting there may be a bar-be-que outside some evenings.</p> <p>The committee is asked to note that the site periodically suffers from antisocial behaviour and any intention to use the space for a diversion to antisocial behaviour is welcomed.</p>

2.	Key Issues
	<p>Although the event runs from Monday to Saturday the organisers will occupy the site from Friday 15 April 2011 to begin set up and envisage that de-rig will be completed and the site vacated by Sunday 23 April 2011.</p> <p><u>Car Parking</u> This is a local event and given the time of year the organisers hope that most people will choose to walk to the event. Car parking will be on the main Ballysillan Road, Kilcoole Park, Old Ballysillan Road and possibly in the grounds of the Boys Model School although not yet confirmed.</p>

	<p><u>Security</u> The organisers plan to hire a security firm to stay at the marquee each evening. The PSNI will be notified of the event and any advice from them welcomed.</p> <p><u>Power</u> Power will be provided via a silent generator.</p> <p><u>Consultation</u> The organisers have engaged and consulted the local residents living adjacent to Ballysillan Open Space (a copy of the residents' letter is enclosed in Appendix 1). The organisers will ensure that the event does not cause a nuisance or inconvenience to the local residents and have confirmed in writing that no key objections to the event were recorded.</p> <p><u>Event Management</u> The event organisers will complete the agreed event management plan. The organisers will also be required to resolve all operational, safety, statutory and reinstatement issues to the satisfaction of the council, entering in to an appropriate agreement based on advice from the Assistant Chief Executive and Town Solicitor.</p>
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3.	Resource Implications
	<p><u>Financial</u> There are no financial implications for the Council.</p> <p><u>Human Resources</u> There will be no human resource implications as the event will be set up, stewarded and de-rigged by the event organisers and a team of volunteers.</p> <p>The event organisers will carry out a daily litter pick and general tidy of the site and on completion of the event will leave the area as they found it.</p> <p><u>Asset and other implications</u> It is anticipated that some damage to the grass areas will occur during the event from the marquee and the increase of footfall. The proposed legal agreement and bond will guarantee that the site is suitably reinstated at the organiser's expense if damage occurs.</p>

4.	Equality Implications
	It is expected that there are no equality implications to run the event.

5.	Recommendations
	<p>It is recommended that the committee grant authority for the Easter Mission to take place at Ballysillan Open Space from Friday 15 April 2011 to Sunday 23 April 2011 subject to satisfactory terms being agreed by the Director of Parks and Leisure and on the condition that:</p> <ul style="list-style-type: none"> (i) the event organisers resolve all operational issues to the council's satisfaction; (ii) an appropriate legal agreement, to be prepared by the Assistant Chief Executive and Town Solicitor, is completed; and (iii) and the event organisers meet all statutory requirements.
6.	Decision Tracking
	All actions will be completed by the Community Parks Manager and Community Parks Outreach Manager.
7.	Key to Abbreviations
	None.
8.	Documents Attached
	<p>Appendix 1: Letter to residents Appendix 2: Map of area</p>

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EGLINTON PRESBYTERIAN CHURCH
Ballysillan Road, Belfast BT14 6RB

“To know Jesus and to serve Jesus”

November 2010

Dear Resident,

This letter comes first of all by way of invitation to an event which we in Eglinton Presbyterian Church are intending to host on the green adjacent to the Ballysillan Road at Sunningdale during the week leading up to Easter 2011, that is Monday 18th – Friday 22nd April.

The whole venture will be under the leadership of Eglinton Presbyterian Church. The objective of the exercise is simply to share the good news of the gospel of Jesus Christ in and with the local community.

Full details will be available from early 2011, but we would be delighted if you and your family and friends would feel able to join us at any time during this week of outreach.

The reason we are using the tent is in order to give the event a higher profile by holding it in a different setting.

There will be various elements to the event, which is still in the very early stages of planning.

These will likely include a programme for children in the morning, evangelistic services from 7.30 – 8.30 p.m. approximately and then a youth programme in the tent from 9.30 p.m. onwards.

The evening activities will each involve music for part of the time but we will of course comply with appropriate noise restrictions.

There will be people on site throughout the night providing tent security and we undertake to keep the whole site tidy and well maintained at all times.

Permission to use the land – including the pitching of a 300 seater tent -is presently being sought from the Belfast City Council. The tent will be erected just prior to the event and taken down immediately afterwards.

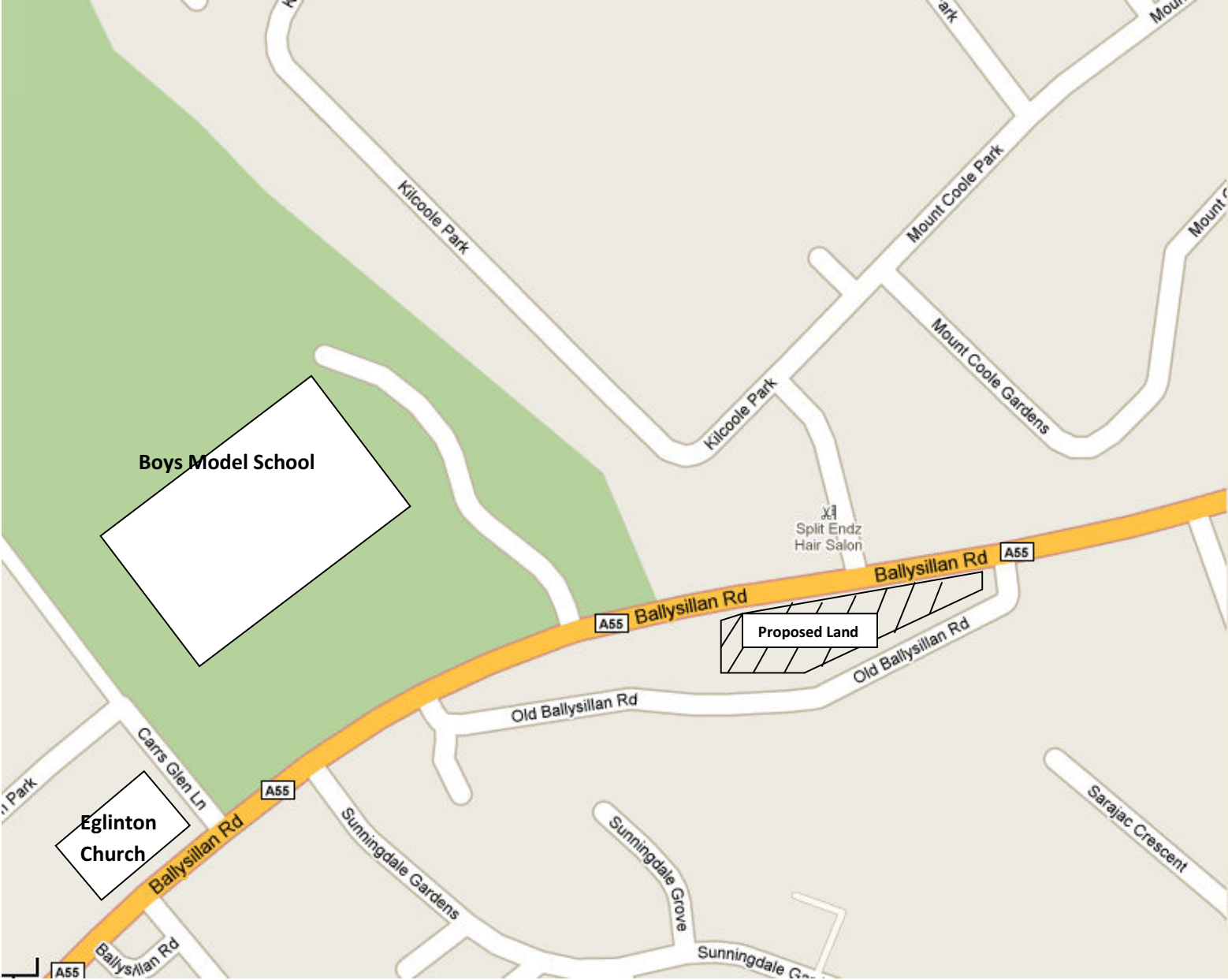
If you have any questions or comments please ring me on Belfast 90770301.

Yours sincerely

Colin Morrison
(Minister Eglinton Presbyterian Church)

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Eglinton Presbyterian Church Easter Mission 2011



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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Invitation to Dublin City Council to play a ladies and men's Gaelic football match
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Pearse McCormick, Finance and Systems Manager

1.	Relevant Background Information
	<p>In October 2009, Belfast City Council accepted an invitation from Dublin City Council to play a Gaelic football match. The match took place in Dublin.</p> <p>By way of reciprocation it is proposed the Council now seek to invite Dublin City Council to travel to Belfast to play a return fixture. A date for the match will be set if approval is given by the Council to go ahead, but it is anticipated that this will be in April or May 2011. The invitation is for Belfast City Council to field two teams, a men's team and a ladies team.</p>
2.	Key Issues
	<p>Advice was previously sought from the then Director of Legal Services in regard to meeting the associated costs. His advice was to the effect that under the provisions of Section 115 of the Local Government Act (NI) 1972 (the provision which deals with the expenditure for special purposes), Council may make any payment for any purpose which in its opinion is in the interests of, and will bring direct benefit to:</p> <ul style="list-style-type: none"> A. the council B. its district or any part of its district C. the inhabitants of its district or any part of the district <p>In accepting the invitation to play both the ladies and men's matches, in total there would be approximately 30 officers involved.</p> <p>Committee is being asked to meet the costs of hosting the teams from Dublin. In terms of staff time, playing kit and a reception and meal for both teams after the games, it is estimated that the total cost will be in the region of £2,250.</p>

	There are benefits to the Council from staff's involvement in representing the Council as well as the effect on staff morale and motivation. There are also wider benefits in terms of the profile of the Council to be gained from the Council's involvement in this event.
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3.	Resource Implications						
	<p><u>Financial</u> A breakdown of estimated costs is outlined below;</p> <table> <tr> <td>Playing kit (30 players)</td> <td>£1,250</td> </tr> <tr> <td>Reception for all teams</td> <td>£1,250</td> </tr> <tr> <td>Estimate total cost</td> <td>£2,500</td> </tr> </table> <p><u>Human Resources</u> In agreeing to this report Committee members are agreeing that officers be allowed time off to participate, outside of normal annual leave. The games are planned to take place after normal working hours but time off may be required for some shift workers.</p>	Playing kit (30 players)	£1,250	Reception for all teams	£1,250	Estimate total cost	£2,500
Playing kit (30 players)	£1,250						
Reception for all teams	£1,250						
Estimate total cost	£2,500						

4.	Equality and Good Relations Implications
	There are no equality issues as the Council already has a mens team. Members of this team were recruited via an article on Interlink. The ladies team for the Dublin game will be recruited in the same fashion.

5.	Recommendations
	Committee is asked to consider issuing an invitation to Dublin City Council to send both a men's and women's team to take part in a Council challenge Gaelic match and to meet the associated estimated costs of £2,250. Should the Committee agree to issue the invitation it should resolve that the expenditure be approved under Section 115 of the Local Government Act (Northern Ireland) 1972, it being the opinion of the Committee that the expenditure would bring benefits to the Council and that the direct benefits would be commensurate with the payment made.

6.	Decision tracking
	Finance and Systems Manager to implement committee decision. Match to be played before 31 May 2010.

7.	Guide to abbreviations
	None.

8.	Documents attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Fields in Trust - The Queen Elizabeth II Fields Challenge
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Rose Crozier, Head of Parks and Leisure

1.	Relevant Background Information
	<p>The National Playing Fields Association (Fields in Trust) has launched the Queen Elizabeth II Fields Challenge. The challenge is an officially endorsed legacy initiative to mark the two landmark events scheduled to take place in the UK in 2012; The Queen's Diamond Jubilee and the London 2012 Olympics. The programme aims to permanently protect 2012 playing fields, parks and other open space in communities all across the country ensuring access to outdoor sport, play and recreation both now and for future generations.</p> <p>Fields in Trust are asking local authorities to consider nominating a number of outdoor recreational spaces in their area that they would be happy to see protected as a Queen Elizabeth II field. These nominations will then be put to a public vote in 2011 to allow people in Belfast to decide which site should be chosen. The eventual winner will be protected and designated a Queen Elizabeth II field.</p> <p>Frequently asked questions about the initiative are attached at Appendix 1.</p>

2.	Key Issues
	<p>There is no financial incentive to be involved in the Fields Challenge.</p> <p>There is significant potential that the protection and redesignation of an existing space could enhance the developing 2012 programme of events and activities in the city.</p> <p>Premises that are nominated are locked in until an unknown date in 2011 when the result is announced and the council cannot effectively do anything with these properties until the result is known.</p>

Many of the council's properties have already been gifted to the council with restrictive use clauses contained within the title deeds to those properties which effectively create a trust which the council is required to adhere to.

There are many other council properties held under deeds of dedication with the Millennium Commission signed in 2000 for a period of 99 years and these could not be nominated.

Other properties gifted to the Council such as Dunville Park and Sir Thomas and Lady Dixon Park were named after their benefactor(s), in accordance with specific requests by those benefactors.

If the Council chooses to nominate any of its properties the title would first need to be examined to ensure that the property is not already subject to a Deed of Dedication, or to alienation provisions within the title (i.e. restrictions on assignment, or parting with possession) or certain use covenants.

The Deeds of Dedication issued by the Fields in Trust and which the Council would be required to sign are stringent and constrain what the Council can do in terms of disposal or any building works/changes of use affecting any nominated property. A Burden is required to be registered against the title of the nominated property. Any dealings with the property or works to same in the future would require the consent of Fields in Trust, and once successfully nominated this remains the case in perpetuity.

When selecting sites to go forward, the range is broad and includes gardens, children's play areas, nature reserves, sports pitches, etc.

The Fields Challenge is an opportunity to be part of a high profile national campaign that has impact and benefit to local communities and will help mark the Diamond Jubilee and the Olympics in their area whilst also securing a platform to achieve key targets around increasing physical activity and promoting the sustainability agenda.

If the challenge is supported by committee, Members are asked to nominate sites for consideration.

Members will be aware that the contract for the development of the Connswater Community Greenway has been let and work has commenced. It may be appropriate to nominate sites along the Greenway to further enhance the community engagement with the process.

However there may be other sites across the city that might benefit from involvement in the fields challenge.

Nominations will have to be submitted in early March 2011 at the latest.

3.	Resource Implications
	<p><u>Financial</u> None</p> <p><u>Human Resources</u> None</p> <p><u>Asset and Other Implications</u> The title of nominated properties would need to be examined to ensure that they are not already subject to deeds of dedication or subject to alienation provisions or certain use covenants.</p> <p>The chosen site would be subject to a deed of dedication which would constrain council's use of the property in the future.</p>

4.	Equality and Good Relations Considerations
	There are no equality implications.

5.	Recommendations
	<p>Committee is asked to consider supporting the Queen Elizabeth II challenge as outlined and to nominate sites as appropriate.</p> <p>Nominations will be subject to meeting the Fields in Trust criteria for submission and satisfying council's legal commitments.</p>

6	Decision Tracking
	Nominations to Fields in Trust will be made in February 2011.

7.	Key to abbreviations
	None.

8.	Documents Attached
	Appendix 1: Queen Elizabeth II Fields Challenge frequently asked questions

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How Can Local Authorities Get Involved?

We would like Local Authorities across the country to nominate a number of outdoor recreational spaces in their area that they would be happy to protect as a Queen Elizabeth II Field which can then be put to a public vote in 2011. The eventual winner will be protected and designated a Queen Elizabeth II Field.

Local Authorities can submit their nominations to the Challenge by contacting Fields in Trust on info@fieldsintrust.org or on 020 7427 2110.

What Do Local Authorities Gain?

The Queen Elizabeth II Fields Challenge is a fantastic opportunity to be part of a high profile national campaign that has a real impact and benefit on local communities. It represents an excellent and cost effective way for Local Authorities to mark both the Diamond Jubilee and the London 2012 Olympics in their area whilst also securing a platform to help achieve key targets around increasing physical activity and promoting the sustainability agenda.

What Are the Benefits of Protecting Fields?

The Challenge aims to protect outdoor recreational spaces and facilities for communities now and for generations to come whilst providing a focal point for celebrations in 2012. It is not a grant aid programme though some funding will be available and Fields in Trust will ensure that it is distributed according to the wishes of the donors.

In brief, the benefits of protection are:

- Making an express and recognizable commitment to local people to safeguard land, facilities and opportunities for sport, play and outdoor recreation both now and forever
- Protecting public access to outdoor space
- Providing reassurance to potential investors regarding viability and sustainability
- Ensuring that in the case of sale proceeds are reapplied to replacement facilities, with a priority on new outdoor facilities
- Raising awareness of the importance of such facilities in the context of quality of life, health, the environment and amenity

What Flexibility is Built Into Protection?

Fields in Trust has developed a range of options for long-term protection. Flexibility allows for measures to be put in place which are:

- Charitable or non-charitable
- In the case of freehold land, protection in perpetuity
- In the case of leasehold land, protection will of necessity be time limited to the length of the lease preferably not less than 99 years
- Specific to safeguarding the actual or foreseeable type of sport, play or recreational or usage involved including indoor facilities where appropriate

What is the Minimum Criteria for Queen Elizabeth II Fields?

Fields in Trust would like to emphasise that they will welcome a wide range of sites as candidates for nomination to the Queen Elizabeth II Fields Challenge. This range includes gardens, children's play areas, bicycle trails, nature reserves, sports pitches and many more.

As further guidance, when selecting sites to go forward, Local Authorities should bear in mind the following criteria – criteria in line with Fields in Trust's general policy on protection:

- The site must be owned by the organisation putting the field forward to become a Queen Elizabeth II Field.
- Evidence of title permitting site use for outdoor, sport, play and/or recreation must be produced.
- Sites may be provided with facilities and equipment or used as general open space, and established for that purpose by way of planning requirements.
- Each site's principal use should be outdoor sport, play or recreation. We aim to be flexible and therefore dedications including village halls and indoor leisure, heritage, cultural facilities that promote community recreation will be considered.
- Satisfactory evidence that the use or proposed use is a lawful use in planning terms.
- Generally the minimum size is 0.2 hectare (0.5 acre).
- Sites need to be accessible in terms of location.
- Sites need to be affordable for the local community.
- Sites should all be open to the public and either established charitably, held by a sports club under the CASC regime or held as Public Open Space.
- All sites will need local managers, who will be responsible for the quality of the facilities, their maintenance and development, improving participation and use and financial and operational sustainability.
- Sites must be compliant with existing legislation relating to sport, play or open space.

FREQUENTLY ASKED QUESTIONS

1 What is the initiative all about?

The QEII Fields Challenge aims to safeguard hundreds of outdoor recreational spaces in perpetuity for future generations in celebration of the Diamond Jubilee and as a permanent tribute to Queen Elizabeth II. The initiative has particular pertinence given the other landmark event scheduled to take place in the UK in 2012: the London Olympics.

2 Why is access to green space such an important issue at this time?

Access to outdoor space is vital for communities and plays an important role in providing a place for both physical activity and relaxation. Sport and play are essential tools for developing confidence, self-esteem and learning the importance of team work. It is well documented that community recreation reduces alienation, loneliness and anti-social behaviour whilst also promoting ethnic and cultural harmony.

The recent Inverdale report published in May 2010 states that there is evidence that the number of playing fields has reduced from 26,000 in 1992 to 20,000 in 2009 and so it is vital that we take action.

3 Are you creating any new fields? Or are they all existing fields?

It is anticipated that the vast majority of the fields commemorating The Queen's Diamond Jubilee will be existing fields – where they are valued and supported by the votes of local people it is very important that they are protected. However we also hope to help protect some brand new fields by safeguarding outdoor space within new housing estates, persuading private landowners to donate land for recreational use – especially in rural areas – and potentially through the conversion of public wasteland.

4 Aren't you just re-naming existing fields after The Queen?

Absolutely not, Fields in Trust exists to safeguard fields through legal means by placing covenants on the land, meaning they have to remain fields forever. Decades of urban development have seen the stock of fields reduce substantially. Once lost, playing fields are lost for good. FIT's aim is to safeguard existing fields for the future. The QEII Fields Challenge will boost *existing* numbers of safeguarded fields for the benefit of future generations.

5 Once the 2,012 target is reached, will the programme end?

It's too early to say. At the moment, the target is for 2,012 fields, but Fields in Trust has an ongoing programme of saving and enhancing outdoor recreational space, so we would always be interested in more.

6 Is there a deadline for acquiring the 2,012 sites - 2012?

FIT will be working to secure as many Queen Elizabeth II Fields as possible by 2012 but some fields may come on line after this date if negotiations are protracted. As the Challenge heralds the beginning of an exciting decade of sporting events in the UK we are very happy that the project may extend beyond 2012.

7 What is the role of the UK Government in this programme?

The previous and current governments have both been very broadly supportive of this initiative to protect outdoor spaces for sport, play and recreation in the landmark year of 2012. An endorsement of the campaign from Hugh Robertson, Minister for Sport and the Olympics is on our website.

8 Who are you targeting with this initiative?

FIT aims to engage the whole nation with this exciting legacy initiative. At the outset we are chiefly targeting the larger local authorities as their support for the project is absolutely the key to its success. We want each Local Authority throughout the United Kingdom to nominate a series of fields in their area that they would be happy to protect as a Queen Elizabeth II Field (to be known as a Queen Elizabeth field in Scotland). We will then target the public at large by putting these fields forward to a vote allowing the general public to express their support by way of a vote for their favourite local field. We hope that the public will be excited by the chance to be involved in creating a permanent and tangible legacy to benefit their community both now and in the future. We also hope that Local Authorities will see the great benefits that protecting these spaces will have in terms of addressing some of their key agendas around increasing physical activity, promoting social cohesion and improving the environment, alongside celebrating Her Majesty's 60 years on the throne in a long-lasting way for their communities.

We also want to encourage any town, parish or community council; sports club, recreational charity, voluntary body or private landowner who might want to get involved with the initiative and so will be accepting submission of individual fields to the scheme providing they meet the set criteria. This will provide a great opportunity to create some brand new fields.

9 Why should Local Authorities get involved with this initiative?

Local Authority elected members and officers take many important decisions and The Queen Elizabeth II Fields Challenge presents an opportunity to safeguard a community facility that will not only benefit people today but also generations to follow, securing for communities access to outdoor spaces for sport, recreation and play. At a time when one in three children under 12 is overweight or obese, protecting and encouraging greater use of local parks and playing fields is vital.

10 How will people vote for their nominated field?

The public will vote and indicate their support for their favourite outdoor space through www.qe2fields.com. All outdoor recreational spaces nominated by Local Authorities will be uploaded to this site so that people can search for their area and cast a vote for the field they would like to be protected as a Queen Elizabeth II Field. We are hoping to provide a mechanism to enable the public to cast votes by phone and text. Voting will commence in 2011.

11 How can the public support the Challenge?

The public can support the Challenge in a number of ways including by actively voting for outdoor recreational spaces to be protected and encouraging their Local Authority to sign up to the initiative. Donations from the public to the Challenge would, of course, also be welcomed!

12 Does Fields in Trust lobby Government for a change in the law?

FIT's primary aim is to secure better access to outdoor space for sport, play and recreation for everyone, and so part of their core work involves campaigning to strengthen the statutory protection of outdoor recreational space. FIT have had considerable success lobbying government over the years and helped to secure greater protection for both school and community playing fields and will continue to seek enhancement of this legislative protection.

13 Does FIT try to influence Local Authorities in their decision making?

Fields in Trust has worked very closely with Local Authorities since its formation in 1925, and continues to do so. We recognise fully the contribution made by many Authorities in terms of providing and managing playing fields and other forms of open space for local communities. We have had a positive impact in terms of recommending facility standards for sport and play, recreational planning matters including the widely used *Planning and Design for Outdoor Sport and Play* (aka *The Six Acre Standard*), direct protection of sites owned and managed by authorities (about 50% of the 1362 we protect) and indirect protection through planning and educational legislation.

14 Why are you putting this to a public vote? Why not protect all the nominated fields?

We want to create a real sense of public awareness and engagement around the project so that communities not only feel that something relevant and tangible is created as a legacy but that they have played a part in helping to create it. FIT's model works very much on the basis of local ownership and management and so we are pleased to be able to extend this community involvement to the new campaign. Our goal is 2,012 fields protected by 2012 but, with sufficient funds, we'd be delighted to include more fields in the overall tally.

15 How is a field defined for this programme? What criteria need to be met?

Fields in Trust would like to emphasise that they will welcome a wide range of sites as candidates for nomination to the Queen Elizabeth II Fields Challenge. This range includes gardens, children's play areas, bicycle trails, nature reserves, sports pitches and many more.

As further guidance, when selecting sites to go forward, Local Authorities should bear in mind the following criteria – criteria in line with Fields in Trust's general policy on protection:

- The site must be owned by the organisation putting the field forward to become a Queen Elizabeth II Field.
- Evidence of title permitting site use for outdoor, sport, play and/or recreation must be produced.
- Sites may be provided with facilities and equipment or used as general open space, and established for that purpose by way of planning requirements.
- Each site's principal use should be outdoor sport, play or recreation. We aim to be flexible and therefore dedications including village halls and indoor leisure, heritage, cultural facilities that promote community recreation will be considered.
- Satisfactory evidence that the use or proposed use is a lawful use in planning terms.
- Generally the minimum size is 0.2 hectare (0.5 acre).
- Sites need to be accessible in terms of location.
- Sites need to be affordable for the local community.
- Sites should all be open to the public and either established charitably, held by a sports club under the CASC regime or held as Public Open Space.
- All sites will need local managers, who will be responsible for the quality of the facilities, their maintenance and development, improving participation and use and financial and operational sustainability.
- Sites must be compliant with existing legislation relating to sport, play or open space.

16 What is the legal process for protecting these sites?

With the larger local authorities we aim first to agree a Memorandum of Understanding governing our joint commitments to matters relating to site identification, nomination and protection. Our objective is to protect sites in perpetuity.

17 How flexible is the process?

FIT has developed a number of options which we hope will suit all landowners. These include establishing the site on charitable trusts or protecting it as a non-charitable site; protecting the land for general open space purposes, specifically for sport or games, or for outdoor an indoor recreational purposes, depending on present and foreseen circumstance.

18 Will the specific field always be protected?

Fields in Trust does accept that on rare occasions communities change and land use changes accordingly. Parts of sites, or very rarely, whole sites can therefore be disposed of provided the disposal is of clear advantage, and in the best interests of the community, from a recreational perspective. The criteria which FIT applies to replacement facilities are that they should be of:

- at least equal size
- better quality
- serving the same community in terms of catchment area.

Additionally, and very importantly, the entire proceeds of any disposal should normally be re-applied to new sport, recreation and/or play facilities, with priority given to outdoor prior to indoor facilities

19 Can previously dedicated fields be included?

It depends on the terms of the dedication but where any site is dedicated as a memorial to one or more deceased people, FIT regards it as inappropriate for inclusion in the Queen Elizabeth II Fields Challenge.

20 Will FIT take over the management of a field?

No, all the sites protected by FIT are locally managed. Local communities, landowners and users are in a far better position to know how local facilities can best be provided, used and enhanced. All aspects of management and maintenance are determined locally. FIT's role is custodial and advisory. We see protection by these means as having a light touch but being absolutely effective. We ensure that the fact of protection of these sites is in the public domain and that any change of use or any buildings which fall outside the terms of protection need our specific advance consent.

21 Can the site retain its current name or does it have to be renamed the Queen Elizabeth II Field?

It is not necessary for the sites involved in the scheme to change their names. We are very aware that so many sites already have names that are instantly recognisable within the community through their long usage. Our recommendation is that the site would acquire Queen Elizabeth II Fields *status*, and receive any badging associated with this which would ensure there was no requirement for any actual name change. The King George V Fields are a good template for this. Many local authorities will be familiar with the King George V Fields in their area still being known by other names whilst also having the King George V plaques at their entrances.

www.ge2fields.com

fields@fieldsintrust.org





Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Northern Ireland Local Government Awards 2010
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Emer Boyle, Policy and Business Development Manager

1.0	Relevant Background Information
1.1	The annual Local Government Awards 'aim to showcase the best examples of service provision, new initiatives and personal commitment from councillors and officers'.
1.2	In December, the Department submitted two entries for the 2010 awards: <ul style="list-style-type: none"> (i) in the category of Best Local Authority Service Team – the 'Standards pilot' group which worked on the Department's submissions to achieve the Green Flag standard for Roselawn Cemetery, Ormeau Park and Falls Park, and (ii) in the category of Best Business Improvement Project – the Parks and Leisure departmental improvement programme.

2.0	Key Issues
2.1	The department has been selected as one of three finalists in the category of Best Business Improvement Project, sponsored by NILGA.
2.2	The category recognises achievement in challenging traditional methods of service delivery, resulting in significant improvement in service delivery or business performance through improved use of technology, process or organisational redesign, or innovation in service delivery.
2.3	The entry for the departmental improvement programme highlighted the aims of the programme, the extensive work that has been undertaken to date by the task groups and reference panels, the communications mechanisms used in keeping staff informed, as well as the range benefits to all stakeholders involved.

2.4	A further four applications submitted by other departments have been selected as finalists in other categories. An evening dinner and presentation event will take place following the annual NILGA conference in La Mon Hotel and Country Club, Castlereagh, on 10 February 2011 (today).
2.5	Current Council policy is that two representatives will attend per finalist application – in this instance the Chairman of Committee will attend with the Head of Parks and Leisure.

3.0	Resource Implications
3.1	<p><u>Financial</u> As finalists in the awards, the Department is allocated 2 free places at the award ceremony dinner.</p>

4.0	Equality and Good Relations Implications
4.1	There are no equality implications.

5.0	Recommendations
5.1	Members are asked to note the content of the report.

6.0	Decision Tracking
A report will be brought to Committee in March, indicating the outcome of the awards.	

7.0	Key to Abbreviations
NILGA – Northern Ireland Local Government Association	

8.0	Documents Attached
Appendix 1: Departmental submission for Best Business Improvement Project.	

LOCAL GOVERNMENT AWARDS 2010 APPLICATION FORM – WORD VERSION



Award Category Details

BEST LOCAL AUTHORITY SERVICE TEAM

Sponsored by Association for Public Service Excellence [APSE]

Submissions will be accepted from teams providing both larger scale services such as refuse collection, street cleansing, environmental health or leisure services, and smaller teams responsible for, for example, community safety, abandoned vehicles or cultural services.

BEST INITIATIVE BY A COUNCILLOR

Sponsored by National Association of Councillors [NAC]

This award will be presented to the most innovative project led by a councillor which contributes to the well being of the local community. Entries will be accepted in relation to social, environmental or economic projects.

BEST SUSTAINABLE DEVELOPMENT INITIATIVE

Sponsored by Northern Ireland Local Government Association [NILGA]

This award will be presented to the most innovative project or initiative demonstrating local government leadership and commitment to action on sustainable development principles, including projects focusing on an integrated approach to social, economic and environmental well-being within a target area, and/or issues based projects dealing with e.g. climate change mitigation or adaptation, energy management, carbon reduction, sustainable procurement, community environmental action or green or social economy.

BEST BUSINESS IMPROVEMENT PROJECT

Sponsored by Northern Ireland Local Government Association [NILGA]

Delivering improved services within an increasingly challenging economic climate means local government will often be required to challenge traditional methods of service delivery to meet citizen expectations, delivering more for less or more for the same resource. This award will be presented to the business improvement project or initiative that has been able to demonstrate significant improvement in either service delivery or business performance, through improved use of technology, process or organisational redesign or innovation in service delivery.

BEST JOINT INITIATIVE

Sponsored by the Northern Ireland branch of the Society of Local Authority Chief Executives and Senior Managers [SOLACE NI]

This award will include all partnerships that councils have been involved in with councils or other organisations in the wider public, private or voluntary sector. This category highlights the benefits of collaborative working. Submissions should note the advantages gained from cases where councils and other organisations have worked together and the benefits to citizens, partners, councillors, staff and the wider community.

EMPLOYEE OF THE YEAR

Sponsored by the William Johnston Memorial Trust [WJMT]

This category is intended to give public recognition to employees, who, through their enthusiasm, activities, innovation, commitment or other positive attributes, have made a commendable contribution to the performance of the council.

WORKFORCE EQUALITY AND GOOD RELATIONS AWARD

Sponsored by the Northern Ireland Joint Council for Local Government Services (NIJC)

The award recognises the place of councils as core to, and reflective of, their wider communities. It will be awarded to the council demonstrating the greatest levels of innovation, leadership and achievement in promoting equality and good relations within the workforce. It will focus in particular on effective practice that goes beyond compliance, shows new and innovative approaches, demonstrable political and managerial leadership and engagement with the workforce and trade unions.

Category and Contact Details

Each submission must have a title and one of the categories on the previous page must be included in the relevant section of the application form. Submissions may be entered for more than one category, in this case all categories entered must be included. Contact details for the author of the submission must be clearly entered. Projects submitted to these awards must have commenced after 31st December 2007. All completed forms must be emailed to pbrennan@apse.org.uk by 4.00pm Friday 17th December 2010. An email receipt for your entry will be sent, if you do not receive a formal receipt by email within two working days, please contact Phil Brennan at APSE on 0161 772 1810.

PROJECT, SERVICE, TEAM OR INDIVIDUAL NAME:

Departmental Improvement Programme (Parks and Leisure)

AUTHOR'S NAME:

Victoria Law

POSITION:

Lead Communicator

AWARD CATEGORY:

Best Business Improvement Project

COUNCIL / ORGANISATION:

Belfast City Council

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Section 1: Executive Summary

An Executive Summary is compulsory and will be included in the awards booklet produced for the awards dinner. If you do not include an appropriate summary (of up to 150 words, within the overall 2000 word count limit) promotional details of your entry will not be highlighted in the booklet should you reach the final. This should be a short précis of the key points from the overall submission.

Belfast City Council's Parks and Leisure Department was formed in 2007. In February 2008, the new director presented an initial improvement plan to Council, identifying potential developments that would lead to more efficient, more professional and better value for money parks and leisure services for the public.

Supporting recommendations from consultants, SOLACE Enterprises were presented to Council in September 2008 and the department began its official improvement programme, known to staff as the 'Change Programme'. Improvements included structural realignment and cultural change, creating better working arrangements between the newly-combined services, tackling absence and reliance on overtime, embedding formal business planning and performance management processes, as well as developing management capacity and communications. An internal programme governance structure was developed, engaging Trade Unions and involving staff at all levels.

Supported by a comprehensive communications plan, the improvement programme has been commended by Investors in People assessors as the epitome of excellence.

Section 2: Background

This should provide an overview for your submission detailing the historical context and the key issues identified for action.

The 2007 formation of the new Parks and Leisure department combined two very distinct and culturally diverse services. Although a transition board had been established to assist in managing the restructuring, it became apparent that a long-term business improvement strategy would be fundamental to the modernisation of the new department.

Drivers for the change also included:

- the increasingly difficult economic and financial climate
- growing citizen and visitor expectations
- the need to improve co-ordination, business planning, structures and performance measurement, and
- the impending Review of Public Administration (RPA, subsequently delayed) in terms of efficiency and collaboration.

A consultant was appointed through SOLACE Enterprises to assist the department and Members of Council in defining the new strategic direction for the department and to highlight major areas for improvement, including:

- Operational efficiency savings such as the removal of annualised hours, over-reliance on overtime and use of agency staff
- Traditional working arrangements and inflexible job descriptions
- The requirement for local area working and better community engagement, and
- Maximising opportunities in income generation, marketing and customer relationship management.

The challenge for the new department was to define and agree the business improvement approach to deliver the change and meet the overarching aim of creating a modern-day department to deliver contemporary services to meet changing user needs and expectations. To this end, an interim Head of Service (Parks and Leisure) was appointed in the department.

A governance structure was agreed consisting of a management tier (Departmental Improvement Board – DIB) and a range of sub groups to focus on areas such as operational efficiency, customer and commercial development, planning and performance, and resources. A number of additional pilot groups were also established to deliver operational projects, such as the presence in parks pilot, helping to increase community confidence on the ground, and the standards pilot group, who are currently working towards achievement of the national Green Flag standard for parks and cemeteries. With the exception of the Departmental Improvement Board, all of the groups were open to any member of staff wishing to take part. The Head of Service led staff briefing sessions to explain how the improvement structure and processes would work and take up for all of the sub groups was high. An excellent cross-section of officers were involved and engaged from the outset.

Each of the sub and pilot groups continue to meet frequently and staff have undertaken many additional duties and responsibilities in order to contribute to successful management of the improvements. Senior managers on the Departmental Improvement Board meet every other Friday to consider reports from the lead officers of the sub groups, and to make decisions on the findings from each group and the way forward.

To provide a challenge function and to ensure the wider engagement of staff, reference panels

were established for each of the sub groups. The panels were formed by open invitation, encouraging any individual within the department to get involved in any area of work that they are involved in through their job, or any other area that they have an interest in. The panels act as a 'sounding board' and have been vital in ensuring staff and Trade Union buy-in to the change.

Initial problems were reported by staff in relation to communications. Although staff had attended the Director's and Head of Service's briefings, as well as seminars and workshops; given the pace of the improvement programme, they found it difficult to follow what was happening in each area of the department. As a result, a staff newsletter was developed to explain each step in the process in a clear and easy-to-follow format. It is now distributed to staff regularly with their payslips. With minimal outlay, this has also helped to overcome the challenge that the majority of parks and leisure frontline staff are not PC users. The corporate Team Brief system is now also being used to help communicate activities throughout the department and to colleagues in other departments.

Resistance to change has been minimised through the governance structure, as staff and Trade Unions have been involved in the process and consulted with on an ongoing basis. Any issues that have required additional meetings have been undertaken directly with the Head of Service, ensuring that staff views are heard and acted upon.

In undertaking the substantial amount of work associated with the improvement programme, consideration has been given to pressures on staff time. Requiring meticulous and careful management, the department has ensured that no officer has experienced undue stress or too heavy a workload. Indeed management has witnessed many instances and received extensive evidence that staff are willing to go the extra mile to bring about change and the improvements that will help the department deliver modern and efficient services going forward. Staff commitment to the improvement programme has been considerable and commendable.

Section 3: Improvements Achieved

To promote the achievements of the initiative, service or individual through a range of source evidence such as customer feedback, performance outcomes, internal/external benchmarks or management data.

Benefits for the service user / citizen

- Citizens receive more modern, customer-focused services
- Services are more responsive and attuned to user needs
- Services are delivered more cost effectively, resulting in a decreased impact on the rate base
- Local communities are better engaged and consulted with as the department strives to encourage participation in active living.

Benefits to the organisation

- Department now contributes more effectively to the Council's vision for Belfast becoming a better place to live in, work in and visit; and is better equipped to deliver the Council's strategic outcomes
- Greater efficiency and better use of resources, for example principles and protocols have been agreed for authorising and managing overtime
- Raised standards and an increased focus on outreach work, increasing visibility of Council services
- Improved image and reputation of Council services
- Better alignment between financial, planning and performance cycles
- Traditional working methods have been modernised and flexibility improved, for example park ranger staff are now able to record antisocial behaviour using handheld devices (PDAs), enabling it to be dealt with more promptly and allowing quarterly reports to be generated more easily and paper-based administration to be reduced significantly
- Departmental KPIs have been streamlined and made to be more meaningful.

Through the departmental improvement programme, Parks and Leisure will make a contribution of £269,676 to the corporate efficiency programme in 2011/12.

Efficiency savings will be made as follows:

	£
1. Review of overtime and agency costs	50,000
2. Review of marketing and communications	50,269
3. Review of fees and charges	55,000
4. Increased income from Events	20,000
4. Gas tender procurement	13,407
5. Floral tender review	15,000
6. Playground/Sports equipment tender review	40,000
7. Commercial premises efficiencies	25,000
8. VOIP installation	<u>1,000</u>
Total Departmental Efficiency Savings	<u>£269,676</u>

An additional £271,000 savings will be made through the removal of voluntary redundancy posts as part of the departmental restructuring process.

Benefits to councillors

- Councillors are better engaged and informed about the improvement work of the department
- Councillors have more frequent and direct input into the departmental improvement and change agenda
- Councillors have participated in regular business improvement workshops where progress is shared, enabling them to develop a real understanding of service issues and areas for development
- In benchmarking Belfast City Council's business model for parks and leisure services, Councillors attended a study visit to Liverpool. Liverpool was chosen as 2010 marks the Liverpool region's 'Year of Health and Wellbeing'. Councillors met with Liverpool City Council's senior managers and a range of their partner organisations to discuss the city's Active City strategy and business improvement activities undertaken in the city's parks service.

Benefits to officers

- Staff are better informed and better connected
- Relationships between management and operational staff have improved significantly
- Staff are motivated and keen to remain involved in shaping the future of the department
- Middle management (parks managers, leisure centre managers) receive better administrative support
- With improvements in performance, teams and officers understand what is expected from them and are more accountable for their agreed objectives
- All staff will now receive customer service training and many of those directly involved in the change programme structure have participated in Change Leadership training
- Two officers are now fully qualified Green Flag judges and are assisting other UK Councils to raise standards in parks.

Feedback received from staff on progress to date:

(samples from evaluation following staff seminar 20/7/10)

"Did involve all staff and everyone given an opportunity to get involved."

"Good cross section of staff from P&L [Parks and Leisure] involved in the reference panels and groups."

"Proper staff consultation with staff views taken on board."

Benefits for the wider community and partners

- Improved visitor experience through better services
- Department has the capacity and vision to more effectively contribute to regeneration, social inclusion, good relations, health and wellbeing, and environmental sustainability
- Partnership working with stakeholders will be further developed through new approaches to area planning and the new departmental consultation and engagement strategy being developed.

Section 4: Future Targets and Goals

This section should include aims/targets for the future, any proposed or considered changes impacting from change of circumstances on the service, team or individual and how they will develop in coming years.

2011 will see the continuation of the improvement programme in Parks and Leisure. Originally, a greater proportion of modernisation efforts have focused on parks, with the focus shifting to leisure in the past 6 months. Both work streams will run simultaneously as the two services continue to be brought closer together.

New sub groups and pilot projects have been added to the improvement programme (image 1) and staff continue to work together to drive the change. Senior and middle managers are approaching the end of their leadership training and are already beginning to put ideas into practice, for example through peer learning.

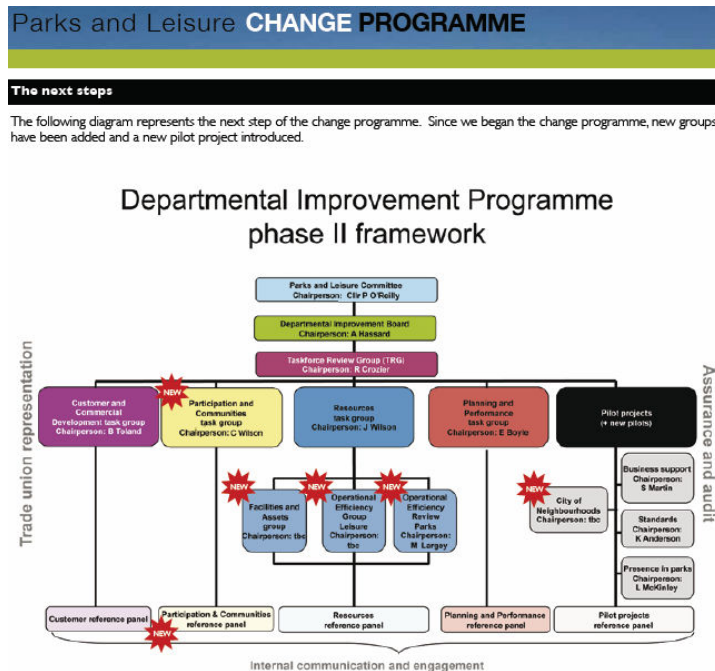


Image 1: the next steps of the Parks and Leisure business improvement programme

Future service areas to be reviewed include the operational tier of the Leisure service, a review and merging of the development functions in the department (Policy and Business Development, Leisure Development and Landscape Planning and Development) and a review of the Outdoor Leisure function. Learning from the business improvement experience gained to date, the department will continue to work towards full integration, a co-ordinated approach to service delivery and more robust planning and performance processes.

A comprehensive consultation and engagement methodology is under development and will be implemented. This will define ongoing improvements to customer service and associated satisfaction measures. These will inform the development of real quality of life indicators for the department.

Although RPA has been delayed, the department will maintain its efforts to prepare for new ways of working, such as community planning and the anticipated transfer of services to local government, and to take account of the ongoing economic pressures.

Section 5: Supplementary Evidence and Documentation

To support submissions it is recommended to include supplementary evidence and documentation, although it is at the discretion of the author. If included, it must be attached with the application form and should fit within the 2,000 word and 2 megabytes file size limits.

The screenshot shows a web browser window displaying the 'interlink' intranet. The main heading is 'Parks and Leisure Change Programme' with a sub-heading 'Introduction'. The text explains that the department is changing to improve the quality of life for residents. A sidebar on the right lists 'Parks and Leisure Change Programme' newsletters (Issues 1-4) and related documents like 'July 2010 Team Brief' and 'May 2010 Team Brief'.

Image 2: staff intranet used to communicate regular updates on the change programme

The image shows a fan-like arrangement of several newsletters. Each newsletter has a header with the 'CHANGE PROGRAMME' logo and a date, such as 'January 2010' and 'February 2010'. The newsletters contain various articles, photos, and text related to the change programme.

Image 3: staff newsletters complementing information on the intranet. Proven to be very effective as many frontline parks and leisure staff are not PC users

The photograph shows a group of seven men in business attire standing on a set of stairs. They appear to be on a formal visit or meeting.

Image 4: Councillors' study visit to Liverpool regarding business models for parks and leisure services

Visit to the refurbished Isla Gladstone Pavilion in Stanley Park, north Liverpool. Pictured back l-r: Paul Scragg, Parks and Greenspaces Manager, Liverpool City Council; Chairman of the Parks and Leisure Committee, Cllr Peter O'Reilly; John Turner, Relationship Manager, Liverpool City Council; front l-r: Director of Parks and Leisure, Andrew Hassard; Head of Parks and Leisure, Rose Crozier; Cllr Tom Ekin; Cllr Tom Hartley and Cllr Frank McCoubrey.

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Support for Sport Development Grants
Date:	10 February 2011
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officer:	Claire Moraghan, Sports Development Officer

1	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.

2	Key Issues
	<p>The Director and relevant officer met on Tuesday the 31 January to discuss Small Development applications and Hospitality applications under delegated authority. 13 Small Development applications and 1 Hospitality application were received.</p> <p>The Small Development applications are listed in Appendix 1. The Hospitality applications are listed in Appendix 2.</p> <p>Detailed applications are held in the Parks and Leisure Department and can be forwarded to Members on request.</p> <p>A copy of each application will be available at Committee.</p>

3	Resource Implications
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Financial

The table below indicates the amounts allocated from the 2010/2011 budget.

Area	Total available	Allocated to date	Proposed allocation for January 2011	Remaining after allocation
Small Development	£120,000	£77,542	£10,690	£31,768
Hospitality	£31,000	£29,085	£1,800	£115

Human Resources

There are no human resource implications other than officer time to process the applications.

Asset and Other Implications

Not Applicable.

4 Equality and Good Relations Considerations

All applications have been assessed in line with the current Support for Sport scheme.

When the review of the Support for Sport Scheme has been completed, the revised Scheme and award framework will be re-screened through the Council's equality screening process.

5 Recommendations

That members note the content of this report with regard to Support for Sport development and hospitality applications.

6 Decision Tracking

The Sports Development Officer to arrange the award of all Support for Sport Small Grants by 28 February 2011.

7 Key to Abbreviations

None

8	Documents Attached
Table of Recommendations Appendix 1: Small Development Applications October 2010 Appendix 2: Hospitality Applications October 2010.	

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Appendix 1 Support for Sport Small Development Grants Feb 2011

ID	Club/Organisation	Activity details	Amount Recommended	Recommendation and reason	Breakdown
D-556-11	Dockers Amateur Boxing Club	Boxing Tournament for males aged 12 and up, held at Dockers Social Club. Approx 26 Boxers, 14 coaches/trainers from both Northern Ireland and London. The visitors will have an opportunity to experience the sights of Belfast	£1000	Support up to a maximum of £1000 of eligible costs	Marketing: £500 Transport (within Belfast):£300 Accommodation: £533 Total: £1333 – 75%= £1000
D-557-11	Rivers Community Project	Family Finest/gym/Dance for all ages for around 30 plus people. Aims to compliment existing programmes and increase awareness of health and fitness	£707	Support up to a maximum of £707 of eligible costs.	Coaching Costs: £672 Marketing: £240 Certificates: £30 Total: £942-75%= £707
D-558-11	Santos Football Club	Wednesday nights from May to April 30 people (26 players and 4 coaches) aged 12 plus, will be involved in a coaching school aimed at ethnic minorities and locals.	£1000	Support up to a maximum of £1000 of eligible costs.	Coaching Costs: £500 Facility Hire: £740 Marketing: £53 Medals/trophies : £40 Total: £1333-75%= £1000
D-559-11	Shamrock Football Club	5 coaches to be trained to IFA level 1 standard to benefit the newly formed club	£998 + £250	Support up to a maximum of £998 of eligible costs +£250 Equipment Grant.	Coach Education: £1330 Total: £1330-75%=£998 +£250 Equipment Grant
D-560-11	Albertville Harriers Athletic Club	5 mile road race for 100-150 participants aged 16 plus, both male and female.	£440	Support up to a maximum of £440 of eligible costs.	Facility Hire: £62 First Aid: £40 Medals & Trophies: £485 Total £587-75%= £440
D-561-11	Crusaders Strikers	Strategic Planning Event for 25 participants in order to produce a 3 year development plan, identifying key objectives for the club.	0	Do not support request is for strategic planning day. Not eligible under the fund.	Do Not Support.
D-562-11	North Belfast United Development Centre	20 weeks coaching programme for approx 50 under 9's both male and female. Development centre to build children's coordination, balance, technique and fundamental movements	£564 +£250	Support up to a maximum of £564 of eligible costs + £250 Equipment Grant	Facilities: £752 Total: £752- 75%=£564+£250 Equipment Grant

Appendix 1 Support for Sport Small Development Grants Feb 2011

D-563-11	Naomh Pol/ St Pauls Ladies Gaelic Football	Ladies Gaelic Football winter Blitz for 16-18 year olds, approx 160. Using this age range in order to target the drop out age. Hoping to involve other teams over Belfast for the competition	£744	Support up to a maximum of £744 of eligible costs. Gifts are not eligible under the fund.	Coaching Costs: £480 Facility Hire: £512 Total:£992 - 75%= £744
D-564-11	Andersonstown Football Club	New club established in 2009 for young men in Belfast. Football training to provide a need for the area, to take young men away from the street corners to play football in a safe environment	£1000 + £250	Support up to a maximum of £1000 of eligible costs +£250 equipment grant.	Coaching Costs: £640 Facility Hire: £693 Total: £1333 - 75%= £1000 + £250 Equipment Grant
D-565-11	Belfast Deaf United Football Club	Sport Festival for 40 males aged between 17-30. Aim of the festival is preparation for the 2011 European Deaf football Championships which are taking place in Denmark. The event will also involve a match against crusaders football club.	£1000	Support up to a maximum of £1,000 of eligible costs.	Facility Hire: £320 Marketing Materials: £80 Transport within Belfast:£300 Accommodation:£633 Total: £1333 - 75%= £1000
D-566-11	The Hip Hop Crew	Recognition awards which will involve 40 children (boys and girls) participating from age groups: under 6, under 8, under 10, under 12 and under 14. Approximately 30 children attending workshops to gain experience.	£788	Support up to a maximum of £788 of eligible costs.	Coaching Costs:£300 Facility Hire: £600 Medals/Certs:£150 Total: £1050-75%=£788
D-567-11	St Patrick's young men FC	Recruitment Sundays for males aged between 16-40. It is hoped these sessions will attract 50-100 new participants so a new team can be developed and to raise awareness of the club within the local community.	£765	Support up to a maximum of £765 of eligible costs.	Coaching Costs:£720 Facility Hire:£300 Total:£1020-75%=£765 Equipment not eligible
Total Amount allocated to date			Total Amount allocated this month		Overall Total:
£77,542			£9,756		£87,298

Ref	Club	Event Details	Event date	Recommendation
H-74-11	County Antrim Camogie Board	Event hospitality: Annual Congress held for the first time in Belfast. Delegates will travel from all over Ireland, UK and abroad to participate in the event.	25 - 26 March 2011 Venue - Wellington Park Hotel	Recommendation: £1615
Total Allocated to Date			Total Allocated this Month	Overall Total £31,000
			£29,385	£1,615

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