

Document Pack

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



9th September, 2011

MEETING OF PARKS AND LEISURE COMMITTEE

Dear Alderman / Councillor,

The above-named Committee will meet in the Lavery Room (Room G05), City Hall on Thursday, 15th September, 2011 at 4.30 p.m., 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. Finance Report - Quarter 1 (Pages 1 - 14)
3. Departmental Plan - Key Performance Indicator Targets (Pages 15 - 18)
4. World Police and Fire Games (Pages 19 - 34)
5. Incident at Grove Wellbeing Centre (Pages 35 - 36)
6. City of Belfast Golf Course - Fence Injunction (Pages 37 - 40)
7. Grove Bowling Area - Use of Vacant Space (Pages 41 - 44)
8. "Watch this Space" - Educational Programme (Pages 45 - 54)
9. Dixon Park - Facility Management Agreement (Pages 55 - 56)

10. Ormeau Park - Floral Display Request (Pages 57 - 62)
11. Strangford Avenue Playing Fields - Unionist Centenary Committee
(Pages 63 - 68)
12. City Cemetery - Damage to War Memorial (Pages 69 - 70)
13. Belfast Zoo - Mountain Tea House Construction (Pages 71 - 72)
14. Belfast Zoo - Review (Pages 73 - 74)
15. World Transplant Games (Pages 75 - 80)
16. Dunville and Woodvale Parks - Quarterly Updates (Pages 81 - 84)
17. Cave Hill / Belfast Hills Partnership - Archaeological Dig (Pages 85 - 88)
18. Falls Park - Family Fun Day (Pages 89 - 92)
19. Drumglass Park - Festival (Pages 93 - 96)
20. High Hedges Legislation (Pages 97 - 138)
21. Cave Hill Paths - Rural Development Programme (Pages 139 - 142)
22. Big Green Weekend (Pages 143 - 148)
23. Support for Sport (Pages 149 - 154)



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Financial Reporting – Quarter 1 2011/12
Date:	11 August 2011
Reporting officer:	Andrew Hassard, Director of Parks and Leisure
Contact officer:	Jacqueline Wilson, Business Support Manager

1. Relevant background information

The Strategic Policy and Resources Committee agreed on 18 June 2010 that:

- the council would produce financial reporting packs for the Strategic Policy and Resources Committee and each Standing Committee on a quarterly basis
- the Budget and Transformation Panel would also receive monthly financial updates if there were any significant issues to report.

The reporting pack (Appendix 1) contains a summary dashboard of the financial indicators and an executive summary explaining the financial performance of Parks and Leisure Committee in the context of the financial performance of the overall council. It also provides a more detailed explanation of each of the relevant indicators covering the year to date and the year end forecast position.

The style and layout reflect much of the discussion and feedback arising from the members' financial training at the end of September 2010. As we previously advised the committee, we will continue to develop the style and contents of the reports in liaison with members.

Central finance and our departmental management team have worked together to develop the information within this financial reporting pack.

2. Key issues

Current and forecast financial position 2011/12

The current performance in quarter one of the Parks and Leisure department shows a -3.6% variance against the year to date budget; i.e.; an under spend of £191k.

There are a number of key reasons for the under spend within the department as follows:

The direct employee budget is showing a 5% overspend at quarter one. Committee will be aware of the ongoing service reviews within the Department and recommendations will be provided to committee over the next number of months to finalise the structures. An action plan to address issues regarding overtime and agency usage is currently being implemented.

Playground refurbishment is £147k under spent against budget at quarter one however the implementation plan for the refurbishment has been updated to have the majority of this expenditure in the final two quarters of the year.

The borehole at the Zoo has finally been re-connected which means that the water supply at the zoo can be fully provided for without a requirement to connect to the mains supply. However £38k of expenditure over budget has already be spent in this area.

£42k of grant income from the Public Health Authority which was not budgeted for has also been received in this quarter for the community gardens and allotments project.

Income from fees and charges at Malone house is down £21k against budget and Belfast Castle £57K. Both sites are currently working on promotional campaigns, aimed at addressing this.

Shop sales are up £35k in the first quarter due to a busy Easter at the Zoo. The budgeted income and expenditure was adjusted to reflect more realistic trading figures in comparison to last year. Zoo income is also up £158k against the expected income year to date due to increased visitor numbers.

Income from Fees & Charges for Parks and Open Spaces is up by 15% or £75k due to price increases not reflected in budgets and increased usage. Income from Belfast in Bloom has been received this quarter which relates to both quarter one and two.

The department will continue to monitor the variance between actual and budgeted expenditure/income during quarter 2

The financial reporting pack contains more detail on both the overall council position and the financial performance in each of the Services within the Department.

3. Resource Implications

There is a year to date under-spend of £0.19m and a forecast over-spend of some £0.2m or 0.8% by year end.

4.	Equality and Good Relations Implications
	None.

5.	Recommendations
	Members are recommended to note the above report and associated financial reporting pack.

6.	Decision Tracking
	N/A

7..	Key to abbreviations
	None.

8.	Documents Attached
	Appendix 1: Financial reporting pack



Parks and Leisure Committee

Quarterly Finance Report

Report Period: Quarter 1 2011/12

Dashboard: Quarter 1, 2011/12

Strategic Element: Financial Planning	Variance £,000 (under)/ Over Q1	Indicator % Q1					Page no
Year to date variance							3
BCC	(1,482)	(4.9%)			A		
• Parks & Leisure Committee	(191)	(3.6%)			A		
o Leisure	158	8.0%			R		
o Parks & Cemeteries	(342)	(12.6%)			R		
o Parks & Leisure Directorate	(6)	(1.1%)			G		
Forecasted % variance							4
BCC	(210)	(0.2%)			G		
• Parks & Leisure Committee	200	0.9%			G		
o Leisure	150	1.9%			A		
o Parks & Cemeteries	50	0.4%			G		
o Parks & Leisure Directorate	0	0.0%			G		

Notes:

1. Negative variances represent an under spend

2. Movement on last quarter:  Better  Worse  Unchanged

3. Tolerance R/A/G guide for % variances:



Executive Summary

The current performance in quarter one of the Parks and Leisure department shows a -3.6% variance against the year to date budget; i.e.; an under spend of £191k.

There are a number of key reasons for the under spend within the department as follows:

The direct employee budget is showing a 5% overspend at quarter one. Committee will be aware of the ongoing service reviews within the Department and recommendations will be provided to committee over the next number of months to finalise the structures. An action plan to address issues regarding overtime and agency usage is currently being implemented.

Premises related insurances £25k under spent due to the timing of the charges and should rectify next quarter.

Playground refurbishment is £147k under spent against budget at quarter one however the implementation plan for the refurbishment has been updated to have the majority of this expenditure in the final two quarters of the year.

The borehole at the Zoo has finally been re-connected which means that the water supply at the zoo can be fully provided for without a requirement to connect to the mains supply. However £38k of expenditure over budget has already be spent in this area.

Income from Grants which were expected to be received by Leisure amount to £190k and have not been claimed to date and the related expenditure has not been occurred. This is being addressed with our partner organisation who is delivering this project and this should be rectified for next quarter. All other income in Leisure is on target in quarter one.

£42k of grant income from the Public Health Authority which was not budgeted for has also been received in this quarter for the community gardens and allotments project.

Income from fees and charges at Malone house is down £21k against budget and Belfast Castle £57K. Both sites are currently working on promotional campaigns, aimed at addressing this.

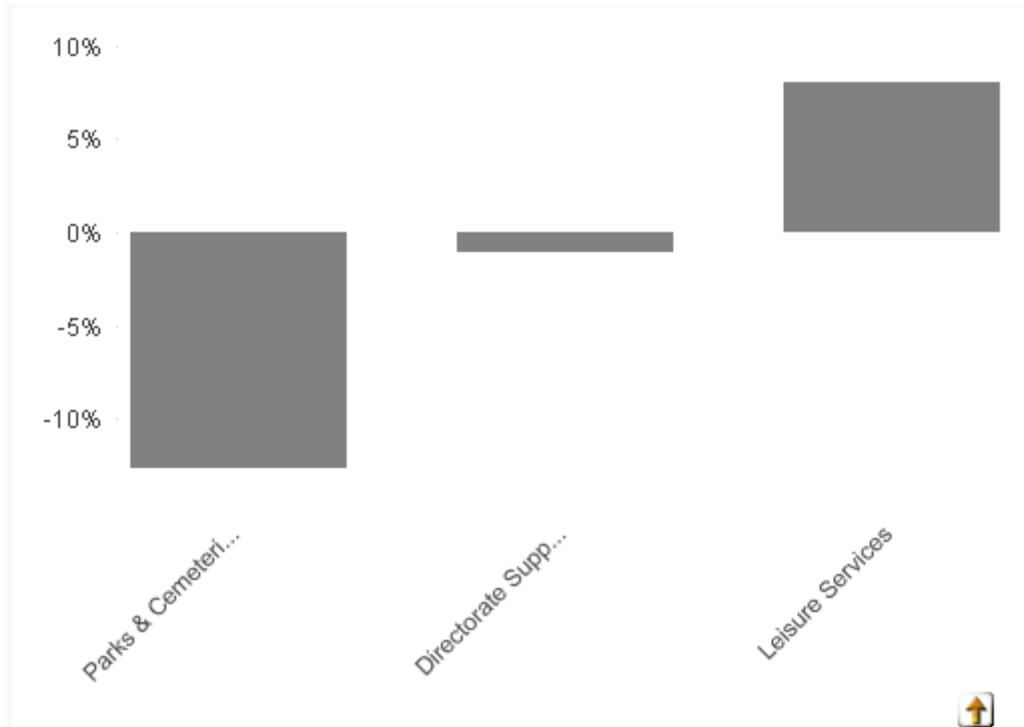
Shop sales are up £35k in the first quarter due to a busy Easter at the Zoo. The budgeted income and expenditure was adjusted to reflect more realistic trading figures in comparison to last year. Zoo income is also up £158k against the expected income year to date due to increased visitor numbers.

Income from Fees & Charges for Parks and Open Spaces is up by 15% or £75k due to price increases not reflected in budgets and increased usage. Income from Belfast in Bloom has been received this quarter which relates to both quarter one and two.

Income from Cremations is up by 11% on budget however burials is down by 5% against budget.

Year to Date % variance

This indicator calculates the difference between the budgeted net expenditure and the actual net expenditure as a percentage. It is reported for the year to date.



Commentary and action required

Leisure's variance is £158k or 8% over spend. 4% is overspent on employee budgets due to overtime and agency costs. A review of leisure is underway and an action plan on reducing agency and overtime costs is currently being implemented. The support for sport grants have been profiled however only £30k of the projected £57k has been distributed in the first quarter. The Support for Sports grant process is currently under review and recommendations will be reported back to committee separately.

Gas and electricity costs are currently under spent in leisure centres by £110k and consumption is being monitored regularly by managers. Water costs are on budget.

Compensation claims are overspent by £23k Which relate to historical claims however the reporting and inspection processes have been improved which should help to improve our defence of these in the future.

The Active Communities programme is funded by Sport NI and delivered in partnership with Belfast Community Sports Development Network (BCSDN). In quarter 1 £210k of expenditure that had been anticipated has not been incurred, and therefore is shown as an under spend The equivalent income in relation to this project was also expected to offset the expenditure and it too has not been received.

Parks & Cemetery Services budget is showing a variance of £342k or 12% under spent. Direct employee expenditure is overspent by 7% due to overtime and agency costs. A review of Parks is underway and an action plan on reducing agency and overtime costs is currently being implemented.

Utility expenditure is on target and will continue to be monitored. Grounds Maintenance charges are under spent by £65k; This is linked to ongoing programmes of work around paths, pitches etc. Supplies & Services expenditure is reporting an under spend of £267k which relates to a number of projects still in planning stage and other programmes such as the street trees currently being implemented. The playground refurbishment implementation plan has been profiled to spend money in the last to quarters only which needs to be reflected in the budgets.

Income is £313k above target. The zoo has exceeded its profiled income target by £158k, due to increased visitor numbers. Parks and Playing fields, has exceed budgeted income by £108k. Most playing fields are slightly up on target but the main variances are reported at Beechvale, which has received additional income of £33k in relation to Belfast in Bloom. In relation to cemeteries, the increase has predominantly been at the Crematorium. Income from cremations is up by £26k however income from burials at Roselawn is down by £7k. Malone House and Belfast Castle, income is down by £21k and £57k respectively. Weddings continue to perform well at these sites but it is an increasing challenge in relation to securing other commercial use.

Directorate Supports overall position is showing an under spend of 1% or £6k an element of this is in relation to staff costs due to vacancies.

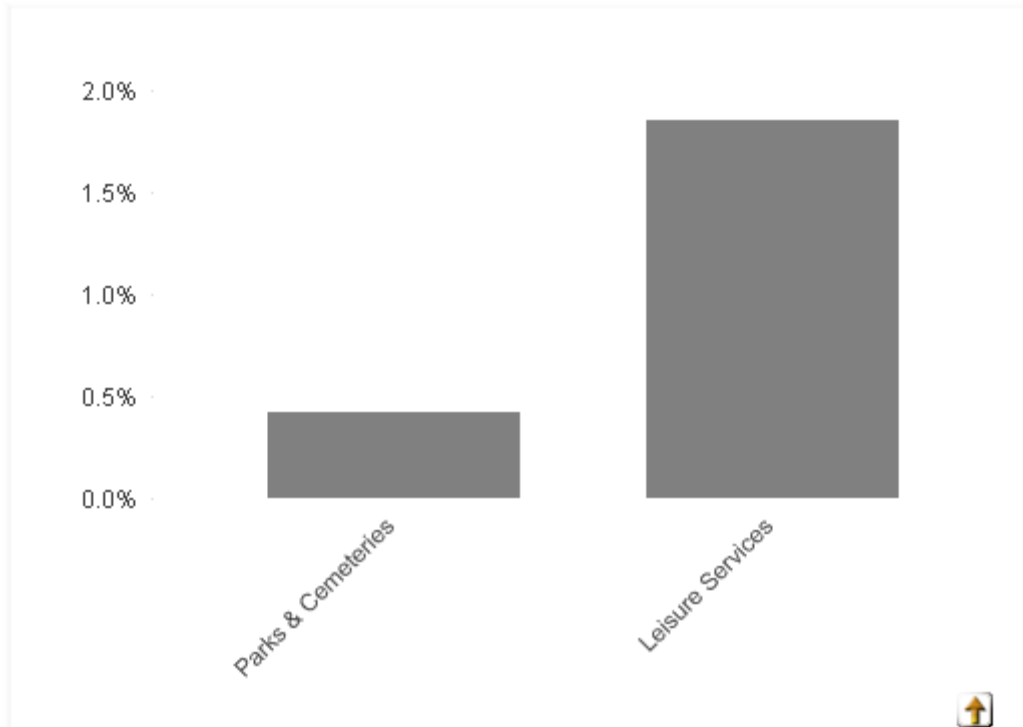
Other specific actions have also been agreed including;

- Promotional campaigns for leisure centre activities
- Promotional campaigns for Malone House and Belfast Castle
- A detailed project plan for playground improvement / refurbishment
- A review of facility management agreements for playing fields

Implementation of a more effective procurement process (SRM) for parks managers, which will ensure a more accurate reporting of commitments

Forecast % variance

This indicator calculates the difference between the planned net expenditure and the forecasted net expenditure as a percentage. It is reported as a forecast for the end of the financial year.



Commentary and action required

At this stage the forecasted outturn an £200,000 overspend. ~ £100k in Leisure in relation to staff costs, and potential reduction in income; £50k in relation to overspends on staff costs; offset by increased income from Zoo, crematorium and Parks and Open spaces.

- Agency and overtime costs. Both are reporting an overspend and, while an action plan to effectively manage this is now in place, this may not show a significant reduction for a number of months
- Staff restructuring, especially in leisure. This could result in short term increases in costs before anticipated savings are realised
- The impact of the wider economic downturn on income generation at leisure centres and at Malone House / Belfast Castle.
- Increasing utility costs, particularly in relation to: fuel, water and sewerage.

The department continues to closely monitor expenditure and income and budget holders are required to report monthly on variances. In addition, formal meetings take place each month between members of DMT, senior operational managers, and business support, to ensure that any required corrective action is identified and action plans developed.



Parks and Leisure Committee - Main Items of Expenditure

	Plan YTD £'000	Actual YTD £'000	Variance YTD £'000	% Variance	Plan 11/12 £'000	Forecast for Y/E at P3 £'000	Forecast Variance £'000	% Variance
Parks and Leisure Committee	5,255	5,064	(191)	(3.6%)	22,955	23,155	200	0.9%
Leisure	1,967	2,125	158	8.0%	8,105	8,255	150	1.9%
Leisure Development	125	192	67	53.3%				
Leisure Centres	1,842	1,933	91	4.9%				
Parks and Cemeteries	2,715	2,372	(342)	(12.6%)	12,018	12,068	50	0.4%
Parks & Cemetery Services	2,068	2,168	101	4.9%				
Zoo	227	(18)	(245)	(107.9%)				
Landscape & Planning	343	204	(139)	(40.6%)				
P&C Development Unit	77	18	(59)	(76.7%)				
				0.0%				
Parks and Leisure Directorate	573	567	(6)	(1.1%)	2,833	2,833		0.0%
Policy and Business Development	108	126	19	17.2%				
Directorate Support	465	441	(25)	(5.3%)				



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Update on Departmental Performance Targets for the 2011-12 Departmental Plan
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Emer Boyle, Policy and Business Development Manager

1	Relevant Background Information
1.1	<p>At the June 2011 meeting of the Parks and Leisure Committee, Members approved the draft Departmental Plan 2011-2012. This set out the following:</p> <ul style="list-style-type: none"> • Key achievements from 2010/11 • Key departmental actions in 2011/12 • The Department's key performance indicators (KPIs) for 2011/12 • Financial information relating to the estimates for 2011/12.
1.2	<p>The plan is now operational, however all departmental plans will be reviewed in October/November to ensure that they remain relevant for the new committees and to inform committees' consideration of plans for 2011/12, in line with the financial planning process.</p>

2	Key Issues
2.1	<p>As Members will be aware, at the time the draft departmental plan was approved, annual targets had yet to be agreed for 19 of the 29 KPIs set out in the plan.</p>
2.2	<p>Following discussion within the department and with officers from the Performance Team in the Finance and Resources Department, annual targets have now been set for 14 of these, as outlined in Table 1, and are being applied through departmental and corporate performance management procedures.</p>

Table 1 – Targets now in place (where previously not confirmed)

KPI	Annual Target
Tonnage of green waste recycled	149 tonnes
Number of leisure centre members	65,000
Percentage of users who use leisure centres more than twice per week	12.5%
Programme participation levels (outreach and health)	185,070
Participation levels at events	62,163
Number of reported ASB incidents	745
Square metres of parks and open spaces with green flag accreditation per resident	32.35
Percentage of residents that live within 1000m of green flag rated parks	30%
Percentage of complaints that met response target	100%
Average number of working days per employee lost due to absence	12.37
Total net cost per user (indoor)	£4.78
Total net cost per user (outdoor leisure)	£2.58
Total net cost per user (Belfast zoo)	£6.60
Percentage of Performance Indicators on target	70%

2.3 The following explanation is provided for the five KPIs which remain without targets:

- *Energy consumption expressed in gigajoules per hour per sq metre, and Number of people who use/visit our indoor and outdoor leisure facilities* – it is proposed that a baseline is established from total 2011/12 data in each of these areas, in order to allow target-setting from 2012/13 onwards;
- *Number of complaints received* – it has been agreed at the corporate level that, because departments are limited in their ability to control complaints, a target should not be set in this area; and
- *Percentage non-compliance of Goods Received Notes (GRNs) after invoicing, and Percentage non-compliance of Purchase Orders raised on time* – these KPIs are based on corporate and centrally-compiled data, and consideration of target-setting is ongoing at a centralised level.

3 Resource Implications

3.1 Financial
There are no implications associated with this report.

3.2	<u>Human Resources</u> There are no implications associated with this report.
3.3	<u>Asset and Other Implications</u> There are no implications associated with this report.

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

5	Recommendations
5.1	Committee is asked to note the contents of this report.

6	Decision Tracking
A six monthly update report on the Departmental Plan is to be provided to Members in Nov-Dec 2011.	

7	Key to Abbreviations
KPI	Key Performance Indicator
GRN	Goods Received Note

8	Documents Attached
None.	

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	World Police and Fire Games 2013
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure

1	Background Information
	<p>Members will be aware that in August 2013 the World Police and Fire Games are coming to Northern Ireland. The Police Service of Northern Ireland, the Northern Ireland Fire and Rescue Service and the Northern Ireland Prison Service will host approximately 10,000 law enforcement officers and fire fighters from around the world who will compete in a wide variety of sporting events.</p> <p>In September 2007 the council agreed to be one of the key stakeholders for the World Police and Fire Games (WPFG). The council committed £400,000 as part of the £7m budget for the games. A special purpose vehicle company has been formed to deliver the games and the council is represented on the board of this company by two Elected Members, presently Alderman William Humphrey and Councillor Pat McCarthy.</p> <p>At the meeting of council on 1 September 2011, Members debated two issues regarding the preparation for the games:</p> <ol style="list-style-type: none"> 1. the council's approach to the application process to have facilities included as venues for the 2013 games; and 2. the timetable for the upgrade of the Mary Peters track. <p>The chairman agreed that a report would be submitted to the meeting of the Parks and Leisure Committee on 15 September 2011.</p>

2	Key Issues
	<p><u>Venue selection process</u></p> <p>The process for venue selection being undertaken by the World Police and Fire Games company was commenced by Sport NI with a letter dated 29 June 2010 to the Chief Executive. This required applications to be submitted to Sport NI by 4pm on 29 July 2010. This letter was passed to the Director of Parks and Leisure for action.</p> <p>As this was over the July recess it was not possible to present the request or the department's response to committee.</p>

Sport NI outlined a three stage approach to venue selection:

- Stage 1: applications
- Stage 2: quality assessment and prioritisation
- Stage 3: quality commercial assessment.

Interested venue operators were required to complete an online expression of interest form for each sport they wanted to host at their venue.

Sport NI indicated that they would accept applications from:

- Established venues that met the requirements of the World Police and Fire Games.
- Venues in the process of refurbishment or that had plans in place for refurbishment prior to the games.
- New venues that would be completed and commissioned prior to the games.

Sport NI indicated that priority would be given to venues that are nearest geographically to the games village but in exceptional circumstances where there is not a suitable venue within Belfast for a particular sport or there is an exceptional venue outside Belfast other venues would be considered. The guidance notes from Sport NI for the selection of events are attached.

Attached at appendix 1 is the list of 23 parks and leisure council venues which were submitted for consideration. In addition the City Hall, Waterfront Hall and Ulster Hall were also put forward.

It is understood that a provisional list of venues was considered by the WPFGB board at its last meeting and that seven council venues including the City Hall, Waterfront Hall and the Ulster Hall, Shankill Leisure Centre, Boucher Road Playing Fields, Musgrave Pavilion and Cavehill Country Park are currently on that list. However it should be noted that of the twenty-eight venues currently on the provisional list a total of twenty one are in Belfast. This includes facilities at Stormont Estate, Queens Playing Fields, Newforge and the Odyssey Arena. The board is about to enter stage three of the selection process which involves a further quality and commercial assessment. This will be completed before agreement is reached on the final list of venues.

Mary Peters Track

The Mary Peters track was submitted to Sport NI as part of the selection process as a potential venue for track and field as well as a number of events. It currently does not feature on the provisional list of venues as, at the time of initial assessment, the track did not meet the minimum standards required by the WPFGB in that it was only a six lane rather than an eight lane track.

At the special meeting of council on 9 February 2011 it was agreed to include the development of the Mary Peters track as part of the council's capital programme. An economic appraisal was commissioned and the

	<p>Parks and Leisure Committee and the Strategic Policy and Resources Committee at their meetings on 14th and 15 April respectively agreed to develop the option for the facility recommended by the economic appraisal, ie to provide a new 8 lane IAAF specification track with a spectator stand and associated works. The Strategic Policy and Resources Committee also approved the invitation to tender and award of contracts to the most economically advantageous tender received and agreed that applications be made to the raising of a loan of £3m to cover the council's anticipated project expenditure.</p> <p>The project will be delivered by the council's Project Management Unit in conjunction with the Parks and Leisure Department under the direction of the Director of Property and Projects. Work is well underway on project delivery with a design team having been appointed and the planning application being made during September. Allowing significant contingency time within the project plan it is anticipated that the latest date for completion of the works will be February 2013 which is well in advance of the games which take place during August 2013.</p> <p>After the council's decision in February 2011 the Director of Parks and Leisure wrote to the Chairman of the WPFGB Board asking the board to reconsider the Mary Peters track as the venue for the track and field at the 2013 games. The board is currently considering the council's request.</p>
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3	Resource Implications
	<p><u>Financial</u> The redevelopment of the Mary Peters facility will cost in the region of £3m to be funded from the council's capital programme.</p> <p><u>Human Resources</u> There are no additional human resource implications.</p> <p><u>Asset and other implications</u> The development of the Mary Peters track to a standard suitable for international events will make the facility the best available for the 2013 games. It will also enhance the city's ability to attract national and local athletic events and will assist in the development of athletics in the city.</p>

4	Equality and Good Relations Implications
	None.

5	Recommendations
	<p>Members are asked to note that the decision making process for venues to be used for the WPFGB has not yet been completed by the WPFGB Board; that the council submitted 26 venues for consideration; that the provisional list of venues contains 21 venues in Belfast, including 7 council owned facilities; and that the council has written to the Board following its decision to upgrade the Mary Peters' Track to IAAF standard, requesting the Board to include the upgraded Track in its final consideration of potential venues.</p>

6	Decision Tracking
	A further update will be provided to Committee by the Director of Parks and Leisure following confirmation of the selected venues.

7	Key to abbreviations
	IAAF International Association Athletics WPFGB World Police and Fire Games

8	Documents Attached
	Appendix 1: Parks and Leisure applications Appendix 2: Sport NI guidance notes on the selection of venues for the World Police and Fire Games 2013

World Police and Fires Games 2013**Venues submitted for consideration by Belfast City Council**

Venue	Activities
Cherryvale playing fields	Gaelic football, rugby touch, rugby 7s, beach volleyball, flag football
Victoria Park playing fields	5-a-side soccer, flag football
Ormeau Park	flag football, lawn bowls, tug of war
Blancheflower playing fields	soccer, 5-a-side soccer
Sir Thomas and Lady Dixon Park	orienteering
Barnett Demesne	mountain biking, toughest competitor alive
Cave Hill Park	orienteering, fell running
Boucher Road playing fields	Gaelic football, archery
City of Belfast/Mallusk playing fields	soccer, softball, Gaelic football, cricket, tug of war, flag football
Woodlands playing fields	Gaelic football
Grove playing fields	lawn bowls, softball, soccer, 5-a-side soccer
Mary Peters track	track and field, toughest camp, mountain biking
Musgrave Pavilion	lawn bowls
Ozone Indoor Tennis Arena	road cycling, indoor rowing
Olympia leisure centre	5-a-side football, indoor rowing
Loughside recreation centre	darts
Falls leisure centre	water polo, wrist wrestling, judo
Grove wellbeing centre	darts, wrist wrestling
Ballysillan leisure centre	5-a-side football, tae kwon-do, bench press and push
Avoniel leisure centre	judo, karate, body building, table tennis
Whiterock leisure centre	judo, 5-a-side football, boxing
Shankill leisure centre	judo, karate, wrestling, tae-kwon-do
Andersonstown Leisure Centre	Not available due to festival

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**WORLD POLICE & FIRE GAMES
BELFAST 2013**

**SELECTION OF SPORTS EVENTS VENUES
GUIDANCE NOTES**

1.0 Purpose of Booklet

- 1.1 The purpose of this booklet is to provide potential applicants with clear and concise advice and guidance on the selection of venues for the Belfast 2013 World Police and Fire Games.
- 1.2 It contains information on the World Fire and Police Games (WPFG), the venues required, assessment criteria, how to apply to Stage I and what to expect at Stage II and Stage III.
- 1.3 Having read the booklet, potential applicants will be able to make an informed decision as to whether their facility meets the requirements of WPFG and whether or not to proceed with an application.

2.0 Sport Northern Ireland

2.1 Background

Sport Northern Ireland (SNI) is an executive non-departmental public body sponsored by the Department of Cultural, Arts & Leisure (DCAL). It was established on 31 December 1973 under the provisions of the Recreation & Youth Service (Northern Ireland) Order 1973 with its main objective being the furtherance of sport and physical recreation.

2.2 SNI's Corporate Vision

SNI's corporate vision is derived from the overall aim of the Programme for Government and the vision of the Strategy for Sport & Physical Recreation 2008 – 2018:

"a culture of life long enjoyment and success in sport which contributes to a peaceful, fair and prosperous society".

In practice, this means SNI creating and developing programmes and partnerships that will contribute to the following strategic objectives:

- Increased participation in sport and physical activity;
- Improved sporting performances; and
- Improved efficiency and effectiveness in the administration of sport.

2.3 SNI Programmes and Initiatives

SNI operates a range of programmes and initiatives that may offer support to your organisation, its projects or programmes. These funding priorities are periodically reviewed. Please refer to the SNI website at www.sportni.net for the most up-to-date information.

3.0 WORLD POLICE & FIRE GAMES

3.1 Belfast will stage the World Police & Fire Games in 2013 from 1 – 10 August. The World Police and Fire Games are a biennial sporting event which attracts over 10,000 police, fire, customs and corrections officers from around the world.

3.2 The event, which is the third largest world multi-sport Games, offers a high level of sports competition, as well as having a strong social aspect.

3.3 In 1985, the World Police & Fire Games Federation, a non-profit organisation, run by the Californian Police Athletics Federation, established the World Police & Fire Games (WPFG) with the first Games being held in San Jose, USA.

3.4 The previous and present World Police & Fire Games host cities are listed below:

YEAR	CITY	YEAR	CITY
1985	San Jose, USA	1999	Stockholm, Sweden
1987	San Diego, USA	2001	Indianapolis, USA
1989	Vancouver, Canada	2003	Barcelona, Spain
1991	Memphis, Canada	2005	Quebec City, Canada
1993	Colorado, USA	2007	Adelaide, Australia
1995	Melbourne, Australia	2009	British Columbia, Canada
1997	Calgary, Canada	2011	New York City, USA

3.5 The event has grown since 1985 with recent Games attracting 10,000 – 14,000 competitors from over 70 countries, competing in 65 sports over a ten day period. The sports range from the mainstream e.g. athletics, soccer and shooting to specialist services events such as Ultimate Fire Fighter and Muster. The attendance of family members can increase the total number of visitors by an estimated 150% i.e. 10,000 competitors would bring 15,000 family members with them.

4.0 BELFAST 2013

- 4.1 From 2005 to 2007 the three services – **Police Service Northern Ireland, Northern Ireland Fire and Rescue and Northern Ireland Prison Service** supported by Newforge Country Club worked towards submitting a bid for the 2013 games. Following a successful bid and presentation by the grouping on 15 March 2007 in Adelaide the 2013 games were awarded to Belfast.
- 4.2 An important factor within the successful bid was the pledge to make Belfast 2013 the “friendliest games ever”. In addition to being a major sporting event the WPFGB Federation are eager that there is a strong social and community ethos to the games. Although the Games are essentially run “for the services by the services” the organisers are expected to deliver a strong volunteer base to assist with the delivery of the games.
- 4.3 Since the Games were awarded to Belfast a Stakeholder Group, chaired by the Department of Culture Arts and Leisure, has been developing the plans for the delivery of the games.

5.0 SPORTS WORK STREAM AND FACILITY NEED

- 5.1 SNI has been tasked by the Stakeholder Group to take the lead in delivering the Sports Work Stream for the Games. This involves the organisation and delivery of the actual sporting events. SNI has identified an indicative list of core, optional and new sports (Appendix A) that it would like to offer at the Games and is now seeking to receive expressions of interest from venue owners who may be interested in hosting the events.
- 5.2 The Games will be based around a Games Village, the location of which has yet to be finalised, which is the centre point of the social aspect of the Games. Experience from previous games has shown that the games benefit from being located close to the Games Village. By locating the Games around a central Hub transportation and logistic needs are reduced and it also makes it easier for the competitors and spectators to compete in and view more sporting events.
- 5.3 However, initial research undertaken by SNI and WPFGB staff has shown that not all the core and optional sports can be accommodated within the Belfast City Council area e.g. shooting. In addition there are other sports for which Northern Ireland has excellent facilities that are situated outside the Greater Belfast area e.g. fell running in the Mourne and surfing at the North Coast.
- 5.4 Therefore all sports venues are to be located within the Belfast City Council area except in cases where no suitable venue can be provided in the area and an alternative venue is sought elsewhere

or there is an exceptional venue outside Belfast which would add significantly to the experience of the competitors.

6.0 SELECTION OF VENUES

- 6.1 In the first instance SNI is seeking expressions of interest from venue operators to be included on an indicative list of venues that will be used to host the sports events at Belfast 2013. Priority will be given to venues that are nearest geographically to the Games Village but in exceptional circumstances where there is no suitable venue within Belfast for a particular sport or there is an exceptional venue outside Belfast other venues will be considered.
- 6.2 Expressions of interest will also be accepted from Local Authorities, Governing Bodies or sporting clubs that wish to run events that are not situated in a defined venue e.g. open water swim. In the case where the applicant does not own the facility SNI require a letter of endorsement from the facility/venue/site owner.

7.0 SELECTION PROCESS

- 7.1 The selection process has three stages and will be managed by SNI and the Stakeholder Group. The three stages are as follows:
- Stage One – Application;
 - Stage Two – Quality Assessment and Prioritisation;
 - Stage Three – Quality/Commercial Assessment.

7.2 STAGE ONE – APPLICATION AND ELIGIBILITY

- 7.2.1 Interested venue operators are required to complete an on-line expression of interest form for each sport they want to host at their venue.
- 7.2.2 SNI will accept expressions of interest from:
- (A) Established venues** – venue operators who have a venue that meets the requirements of the WPF.
 - (B) Planned refurbishment** - venue operators who are in the process of refurbishing or have plans to carry out a refurbishment prior to the Games that will allow them to facilitate the events.
 - (C) New Venues** - are in the process of building a new facility that will be completed and commissioned prior to the Games.
- 7.2.3 In addition, SNI is keen for single venues to host multiple events to assist logistics and transportation. If your venue is able to accommodate more than one event please fill out a separate expression of interest form for each sport.

- 7.2.4 Applicants will have to submit their expression of interest form by 4.00pm on Thursday 29 July 2010.
- 7.2.5 SNI will carry out an eligibility check in terms of the location of the venue in keeping with the Stakeholder Group's policy decision on the location of the Games i.e. SNI wishes all sports venues to be located within the Belfast City Council area except in cases where no suitable venue can be provided in the area and an alternative venue is sought elsewhere or there is an exceptional venue outside Belfast which would add significantly to the experience of the competitors.
- 7.2.6 All expressions of interest will be subject to an initial screening to determine at a provisional stage if there are any security, medial or operational issues regarding the use of that venue.
- 7.2.7 In the absence of expressions of interest being received for all required sports, SNI reserves the right to proactively approach venue operators whose venue would be of a sufficient standard to host sport events.
- 7.2.8 Only those venues which are deemed to be eligible at Stage 1 will be moved to Stage 2.

7.3 STAGE TWO – QUALITY ASSESSMENT AND PRIORITISATION

- 7.3.1 SNI and WPFPG staff will carry out an assessment of each expression of interest involving the following tools.
- 7.3.2 Site Visit – each venue will be subject to a site-visit during which a detailed audit report will be completed. This will allow SNI/WPFPG staff to collect additional information regarding the suitability of the venue.
- 7.3.3 Quality Assessment – Using the information supplied on the expression of interest form and from the Site Visit Audit SNI/WPFPG staff will conduct a quality assessment of the venues. This will specifically relate to:
- (1) The ability of the venue to meet the WPFPG facility and equipment requirements; and
 - (2) The ability of the venue to meet the WPFPG spectator and ancillary requirements.
- 7.3.4 Scoring - Interested Bodies must score a minimum of 3 in Facility Requirements and 3 in Spectator and Ancillary requirements in order to progress.
- 7.3.5 Recommendation - SNI and WPFPG staff will complete the assessment process and identify a preferred venue or venues for

each sport. These venues will then be presented to the Stakeholder Group.

7.4 STAGE THREE – FINAL SELECTION

- 7.4.1 SNI will inform the WPFG Stakeholder Group of the venues that have met the minimum standard to host each sport and prioritised based on quality and compliance with WPFG requirements.
- 7.4.2 The venues will then be subject to a further quality/commercial assessment. This exercise will further assess the venues in terms of sports, medical and security provision as well as the financial costs and opportunities of using the venue for the period of the Games.
- 7.4.3 WPFG will identify a preferred venue for each sport and enter into a contractual agreement with the venue owner.

8.0 Closing Date

- 8.1 Please ensure that the completed **part** of the expression of interest form, and all supplementary information requested throughout the application, are submitted within the deadlines as detailed below:

4.00pm 29 July 2010

8.0 Contact Details

- 8.1 For further details please contact:

William Devlin / Stephen McIlveen
WPFG Work Stream
Sport Northern Ireland
House of Sport
2a Upper Malone Road
Belfast
BT9 5LA
T: 02890 383848
E: williamdevlin@sportni.net
stephenmcilveen@sportni.net

9.0 Unsuccessful Applications

- 9.1 If you are unsuccessful with your application we will:
- (a) Communicate to you in writing the reasons why your application was unsuccessful on this occasion.
 - (b) Offer the opportunity to discuss the reasons for rejection with a named officer.

10.0 Customer Service Standards

- 10.1 We have agreed this charter to ensure the best possible service and high standards of customer care.
- 1. We seek the views of our customers and partners and take account of them in our work.
 - 2. We take account of the needs of our customers and respond to their diverse interests.
 - 3. We ensure that we are easily contactable and answer telephone, e-mail and letter communications promptly and efficiently, taking account of differing communication needs.
 - 4. We aim to achieve high standards of professional conduct.
 - 5. We aim to be open, accountable, and transparent reflecting the highest standards of public accountability.
 - 6. We aim to provide clear and relevant information, guidance and feedback.
 - 7. For each of our award funding programmes we aim to provide clear, concise information throughout the process.
 - 8. We aim to process award applications effectively and efficiently.
 - 9. We operate both a complaints and appeals process.
 - 10. We monitor our performance through a system of customer service benchmarks and aim to continually improve the service we offer.

11.0 Complaints

- 11.1 If you are dissatisfied with the service you have received from SNI you may make a complaint.
- 11.2 The following is the three step process if you wish to make a complaint;

Step One Telephone/e-mail/write to the person concerned. All complaints will be acknowledged within five working days and a full explanation will be given within a further ten working days.

Step Two If you are not satisfied with the response you can write to the Chief Executive. You will receive an

acknowledgement within five working days and your complaint will be reviewed and a written response sent to you within a further 15 working days.

Step Three Should you still be unhappy, you can follow the formal appeals procedure as listed in Section 12.3.

12.0 Appeals

- 12.1 If you believe we have not followed our procedures or misinterpreted information regarding your application for funding, you can make an appeal.
- 12.2 An appeal against a decision of Sport NI can only be made on the grounds that:
- (a) Sport NI has misunderstood or misinterpreted material information contained in the application form; and/or
 - (b) There is substantial or material breach of Sport NI's policies, procedures and criteria as set out in the information and guidance booklet in regard to the application form.
- 12.3 A full copy of the appeals procedure and a copy of the appeals form will be issued on receipt of written expressions of dissatisfaction and on formal request.
- 12.4 Appeals must be submitted within two months of the date on the original letter of rejection. Appeals received after two months cannot be considered.
- 12.5 If you feel that we have not dealt with your complaint or appeal in a satisfactory manner, you can contact the Commissioner for Complaints (Ombudsman). The Ombudsman is totally independent of SNI and can be contacted at the following address:

The Ombudsman
Freepost
Belfast
BT1 6RR
Tel: 0800 343 424 (freephone)
028 9023 4912

The Ombudsman will normally expect you to have raised the complaint with us before referring to him.

13.0 The Standard We Expect of Applicants

- 13.1 SNI requires applicants to provide whatever information may be necessary to safeguard public funds, and to carry out random validation checks. You should take care to ensure, therefore, that the details you provide are correct.
- 13.2 Any misleading statements (whether deliberate or accidental) given at any stage may render the application invalid, and you may be liable to return any money already paid out.
- 13.3 The above information submitted will be held by SNI in compliance with the Data Protection Act 1998. All government departments share information on projects to enable them to prevent fraudulent applications and to co-ordinate the processing of complementary applications. Information provided by the applicant may be made available to other departments or agencies for the purpose of preventing or detecting crime.
- 13.4 Any direct or indirect approach by an applicant, its officers, servants, contractors, personal or professional representatives or advisors made to members of SNI, its Committees or officers which, in the view of SNI or their advisors constitutes an attempt in any way to influence the outcome of an application will, at the absolute discretion of the Council, render the application ineligible for further consideration.

14.0 Freedom of Information

- 14.1 Any data gathered by SNI in relation to this programme will held in accordance with the terms of the Freedom of Information Act 2000.
- 14.2 Applicants should note that in accordance with the Freedom of Information Act 2000, information regarding both successful and unsuccessful applications may be made available to the public via the world wide web and a variety of publications.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Incident at the Grove Well Being Centre
Date:	15 September 2011
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	Katrina Morgan, Leisure Operations Manager

1.0	Relevant Background Information
	<p>At approximately 12pm on Thursday 11 August 2011 a 40 year old woman was stabbed more than 20 times. The incident occurred in the communal area of the Grove Wellbeing Centre ground floor just outside the pharmacy. The woman was seriously wounded but her condition was not described as life threatening.</p>

2.0	Key Issues
	<p>This incident was witnessed by two leisure receptionists and staff from the Belfast Health and Social Care Trust (BHSCT). A Leisure attendant and a member of the BHSCT staff administered emergency first aid until a doctor arrived on the scene, while another leisure attendant chased the attacker. A 23 year old man was later arrested in the Church Road area of Holywood on suspicion of attempted murder in connection with the attack. This incident is now the subject of an ongoing police investigation.</p> <p>Staff who witnessed the incident were given immediate access to the council's occupational health service, who visited the centre a short time after the incident. Staff co-operated fully with the PSNI who were given full access to the building's CCTV system enabling them to obtain video footage of the attack.</p> <p>A summer scheme for children was being run in the centre at the time of the incident and prior to the incident being reported on the news, leisure staff contacted the parents of all the summer scheme children to advise them that their children were safe and that there was no need for concern.</p> <p>The Trust has declared this to be a serious adverse incident. An internal Trust review is currently being undertaken in to all the procedures around</p>

	this type of case conferencing within their centres. Once this is completed a joint risk assessment and a review of client/customer safety arrangements will be undertaken to identify if there are any necessary changes to the current systems or processes that need to be implemented.
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3.0	Resource Implications
	<p><u>Financial</u> Unknown until the review is completed.</p> <p><u>Human Resources</u> One member of Leisure staff currently off with stress relating to this incident.</p> <p><u>Asset and Other Implications</u> None.</p>

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

5.0	Recommendations
	It is recommended that Members note the contents of the report.

6.0	Decision Tracking
	N/A

7.0	Key to Abbreviations
	<p>BHSCT Belfast Health and Social Care Trust</p> <p>PSNI Police Service Northern Ireland</p> <p>CCTV Closed Circuit Television</p>

8.0	Documents Attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee.
Subject:	City of Belfast – Golf Course
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Stephen Walker, Principal Parks and Cemeteries Development Manager

1	Relevant Background Information
1.1	The Committee is reminded that at its meeting in January 2010 it received a report relating to the need to erect fencing adjacent to the first hole at the City of Belfast Golf Course to prevent the encroachment of golf balls onto nearby residential properties. At the time the Committee was asked to authorise a one off payment of £40,000, to the Golf Club Committee to erect the fencing. The Committee agreed not to provide a one off payment to the Club in connection with the installation of the ball stop net and also agreed that a report in relation to the operation and possible future use of the facility be submitted for its consideration in due course.
1.2	Members are reminded that the matter of the future of the golf course was considered at a Special Meeting of the Parks and Leisure Committee in January 2011 and again in August 2011 and it has been agreed to enter into a long term management arrangement with the Club for a period of up to 21 years. It was also that provision would be made to keep under review in the medium term the issue of development potential for the site.
1.3	At the meeting in January 2011 the issue of the fencing was raised and it was noted that a separate report would be brought to the Committee; at the time the Club had stated that it would contribute 50% of the cost of the fencing. This matter had been deferred to enable the issue of the future of the facility to be clarified.
1.4	A report was due to be brought to Committee in September 2011 to seek to address the ongoing problem. However, the issue has been escalated recently. The Council has now received a solicitor's letter, on behalf of a minor, who resides in a property adjacent to the Golf Course. The letter points out that the activities at the Golf Course continue to present a risk to the minor as a result of golf balls egressing from the facility and landing at the minor's present address and garden area. The letter refers to incidents on 11 May 2011 and 5 August 2011. The letter states that in addition to the

<p>1.5</p> <p>1.6</p>	<p>risk of personal injury; it constitutes a nuisance in respect of the child's ability to have a quiet and peaceable enjoyment at his family home location; it further states that the risk interferes with the child's Article 2 and Article 8 rights under the Human Rights Act.</p> <p>The Solicitor has asked that:</p> <ol style="list-style-type: none"> 1. An undertaking for the appropriate location within the Golf Course from which the risk emanates be immediately closed down in order that the risk can be removed in the interim; 2. Works be immediately undertaken for the purposes of remedy of the situation; and 3. The appropriate area from which the risk emanates remain closed off until appropriate works have been completed; <p>The letter concludes that the Solicitor has been instructed to make an appropriate application at Court level for the purposes of obtaining a Civil Injunction against the Council for the purposes of providing for the safety and well being of the minor.</p>
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<p>2</p>	<p>Key Issues</p>
<p>2.1</p> <p>2.2</p> <p>2.3</p> <p>2.4</p> <p>2.5</p> <p>2.6</p>	<p>The key issue for the Committee to note is the potential for a Civil Injunction to be awarded against the Council which will result in the closure of the 1st hole at the City of Belfast Golf course until such times as the requirements outlined above have been satisfied.</p> <p>Following discussions with Legal Services a response has been issued to the Solicitor's acting on behalf of the minor and have set out our proposals to them. We have stated that we are proposing that a ball-stop net be erected at the boundary of the golf course. This net will be at a significant height. In order to facilitate its installation NIE will have to carry out works to electricity cables in the area. It is estimated that the NIE works will take around 6-8 weeks and the erection of the netting 2-3 weeks.</p> <p>Pending completion of these works we have proposed to have the first hole shortened which would eliminate the use of drivers, fairway woods and long irons. In addition the tee box will be re-orientated. This should stop balls from straying in the manner complained of.</p> <p>We have stated that with the implementation of these measures there is no need to close the hole. We have given an undertaking that we intend to have the effectiveness of these interim measures monitored with the matter reviewed again if necessary</p> <p>There has been no further contact from the Solicitor at this time.</p> <p>Failure to undertake the works will we believe result in an Injunction to close the 1st hole. Whilst we believe that this situation can be endured for a short time, discussions with the Club have concluded that the viability of</p>

	the facility would be severely compromised should the situation continue beyond the short term.
2.7	The Committee will also note that there is no provision in the estimates for such works to be carried out.
2.8	Should the works be carried out it will be necessary for contractors to take possession for a portion of council land and that in this case will be necessary to have an appropriate legal agreement in place.

3	Resource Implications
3.1	<p><u>Financial</u> The cost of the works is estimated to be in the region of £40,000. The Club has agreed to meet the total cost of the works at this time to facilitate the speedy resolution of the problem. However, they have pointed out that the money to be used had been set aside to pay for the construction of the new club house and has asked that the Council agree to make provision for 50% of the fencing within its estimates at a future date to enable the Club House to be constructed as intended.</p>
3.2	<p><u>Human Resources</u> There are no additional human resource implications at this time.</p>
3.3	<p><u>Asset and Other Implications</u> The undertaking of the proposed work will significantly reduce the risk of straying golf balls.</p>

4	Equality and Good Relations Considerations
4.1	None.

5	Recommendations
5.1	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1. The Committee note the report; 2. Agree to undertake the measures as set out in paragraphs 2.2 – 2.4 above; 3. Agree to make provision to meet 50% of the cost of the works within the 2012/13 financial year - estimated at £20,000. 4. Agree that Officers enter into an appropriate legal agreement with the necessary contractors in relation to the carrying out of any works in relation to the erection of the fencing.

6	Decision Tracking
Actions to be completed by the Principal Parks and Cemeteries Development Manager.	

7	Key to Abbreviations

None.

8	Documents Attached
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None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Grove Wellbeing Centre – Bowling Area Usage
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officer:	Adrian Walker, Acting Leisure Operations Manager

1.0	Relevant Background Information
	<p>The Grove Wellbeing Centre opened during May 2008 and an area originally designated for 10 pin bowling has been vacant since that time. The area is at the rear of the facility and measures 355 square feet.</p> <p>Presently the area is unused and despite a 6 lane bowling area being part of an initial design the opportunity existed to reassess available options for this element of the facility.</p> <p>The bowling space differs slightly from traditional 10 pin bowling in that the lane length is reduced by 20-25%.</p> <p>10 pin bowling was a popular activity during the late 1980s and throughout the 1990s and it can be noticeably effective when operating in conjunction with or adjacent to arcade machines as is the case in Dundonald Ice Bowl and Coleraine Jet Centre. However fewer modern leisure centres offer bowling facilities and it was felt that a more effective usage of the available space could be developed.</p> <p>Parks and Leisure committee therefore authorised the undertaking of an economic appraisal for the use of the space in order that recommendations could be forwarded.</p>

2.0	Key Issues
	Initially a long list of twenty three options were considered for suitability and ultimately short listed to four suggestions for further consideration. Some options that were not pursued included:

A swimming pool – deemed to be too expensive and not required due to the facility already containing two swimming pools.

Archery / Fencing – alternative space exists within the centre for such activities and it was not deemed appropriate to create a dedicated area given the level of demand that exists for these activities.

Creche – The Wellbeing Centre already contains a modern children’s play area and this is utilised as a crèche facility when required.

Community Theatre / Mini Cinema – concerns were noted regarding the ongoing cost of film purchase if this idea was to be developed. It was also felt that a more sporting / wellbeing theme should be utilised for the space available.

Indoor Golf Simulator – This option was carefully considered but not ultimately short listed. Benchmarking against alternative providers of this facility resulted in awareness that indoor golf units are more effective if an alcohol license exists on the premises. Whilst some revenue would be possible it was felt that the relatively specialised nature of a simulator unit would not maximise the available space nor attract a sustained level of return business.

The following options were short listed for consideration following assessment and consultation with a range of users of the new Grove facility. This consultation was independently carried out by consultants and cross-referenced against need and existing provision already in the area.

1. Ten pin bowling

This was the first of four options to be assessed following short listing. The option was calculated to cost £375 171 and for reasons stated above was not considered by the appraisal to be a favoured option.

2. Dedicated martial arts facility

This option was calculated to cost £396 758 although this was inclusive of £90000 that was allocated for structural adjustments to the floor level that may not be required.

The area is converted into a Martial Arts regional centre of excellence. The area is sufficiently large in size to accommodate two permanent martial arts dojos and a moderate level of spectator seating. The opportunity of a permanent feature of this nature would be welcomed by Sport NI and would afford the council a distinct publicity and training advantage in martial arts. In addition, changing and locker facilities could enable the area to become self contained.

Expressions of Interest from governing bodies could be sought regarding regular evening and weekend usage. Day time activities such as Yoga, Pilates and kids fitness could be facilitated from within this room and the

	<p>design flexibility would afford Children’s activities i.e. dance mat training / dance walls etc to be operated as required.</p> <p>3. Interactive youth space and dance studio This option was calculated to cost £380 627. Although the potential for income would be increased with this option an estimated leasing cost of £25k per annum for youth interactive equipment should also be noted. In addition increased levels of staff supervision would need to be considered given the nature of the equipment and age range of customers within that part of the facility.</p> <p>4. Multi – use (Martial Arts / Interactive Youth Space) This option was split into 2 sub sections and calculated to cost the following:</p> <p>Option a - £ 319 343 (adjusted floor level) Option b -£ 290 464 (unchanged floor level)</p> <p>The difference between options A and B was in relation to the budget allocated to adjust the floor level of the room.</p> <p>This was marked as the preferred option from the economic appraisal however it would still necessitate annual leasing costs of approximately £25k for Youth interactive equipment and increased levels of staffing supervision.</p> <p>Option 2 was considered as the preferred option due to the flexibility it affords the service and customers. Annual maintenance / leasing costs would be substantially lower than all other options and the ability to temporarily convert one “dojo” for Youth games could be easily achieved when necessary. Furthermore an established interest from martial arts clubs has been noted and development of this option would be in keeping with the “flagship” ethos of the facility.</p>
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3.0	Resource Implications
	<p><u>Financial</u> It is anticipated that construction costs would be as follows:</p> <ul style="list-style-type: none"> • Option 1 would cost £375 171 • Option 2 would cost £306 758 • Option 3 would cost £380 627 • Option 4 would cost £290 464 <p>There is currently provision of £250k in the Capital programme in relation to this scheme and authority would have to be sought from SP&R to exceed this level of expenditure.</p>

	<p><u>Human Resources</u> A semi permanent Leisure Attendant presence would be required for the option 1, 3 and 4. This could be met from within existing resources.</p> <p><u>Asset and Other Implications</u> N/A</p>
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4.0	Equality and Good Relations Implications
	There are not equality or good relations implications.

5.0	Recommendations
	<p>The Committee is asked to note that option 2 is recommended as the preferred option for development.</p> <p>Committee is asked to agree to proceed with this option and commend the decision to the Strategic Policy and Resources Committee.</p> <p>Members are asked to agree to further developmental works being undertaken in relation to option 2 (Martial Arts Facility) and for agreement that subject to Strategic Policy and Resources approval a tender process can commence with a view to implementation during early 2012.</p>

6.0	Decision Tracking
	Further updates will be brought to the Parks and Leisure Committee by the Director of Parks and Leisure.

7.0	Key to Abbreviations
	None

8.0	Documents Attached
	None



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	'Watch this Space' education programme – proposed revision and next steps
Date:	15 September 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	Relevant Background Information
1.1	<p>The purpose of this report is to:</p> <ul style="list-style-type: none"> (i) outline how the "Watch This Space" (WTS) programme is currently being delivered; and (ii) present for Members' review and agreement the proposed revisions and development of the programme which will be the basis of a forthcoming tender process.
1.2	<p>The history of the WTS Education programme is as follows:</p> <ul style="list-style-type: none"> • it was originally set up in 2007 in Shankill and Falls Parks where antisocial behaviour was prevalent and with the aim of linking ownership of parks amongst young people through an education programme. Victoria Park was also included as the programme developed. • In January 2010 Members agreed to extend the programme in terms of the "Saturday clubs" to the south of the city at Ormeau Park. • A full evaluation report on the programme was presented at the March 2011 meeting of the Committee and it was agreed that Ulster Wildlife Trust would continue to run the education programme to March 2012 whilst a revised education programme was scoped and a tendering exercise undertaken. • In March 2011 Members also requested a further update be brought back on the development of the education programme's objectives and content - which are contained within this report.
1.3	<p>An officer working group was established to consider:</p> <ul style="list-style-type: none"> - the existing programme;

	<ul style="list-style-type: none"> - its evaluation by Sustainable NI and the council's requirements; - an overview of other council education approaches and programmes in particular Waste management's involvement with the Eco schools programme; and - consideration of external education programmes. <p>In light of all of the above, officers have been developing the future programme's purpose and identifying the priority objectives for the future parks related education programme.</p>
<p>1.4</p>	<p><u>Management of the existing programme</u></p> <p>Two review meetings with the current programme provider have taken place and a meeting this month will confirm the arrangements for the programme until March 2012 to ensure that opportunities for participation are available across the whole city for the schools programme, community group activities and public events.</p> <p>As agreed by Members in January 2010 there is a city wide coverage available through Saturday clubs in each operational area with Ormeau park established over the past year as the venue for the Saturday club in the South of the city.</p> <p>The current provider is presently reviewing the format of the schools programme to enable opportunity to be offered in areas where historically no schools provision was targeted (south of the city) without adding to the total cost of the programme. An individual mail out to schools in the South offering single taster sessions has been requested by officers to extend the opportunity across the city for the schools programme. Appendix 3 illustrates the type of participation activity in the past year for the programme.</p> <p>The tender process for the new education programme will include a city wide approach as a pre requisite for future delivery.</p>
<p>1.5</p>	<p><u>Future programme development</u></p> <p>The officer working group has been developing the broad direction of the future education programme which will roll out from April 2012 onwards. Appendix 1 provides an outline summary. The key headlines from this are:</p> <ul style="list-style-type: none"> • The purpose of the future programme will be to establish our parks as a resource for outdoor learning. • The new programme will encourage greater use of park sites for outdoor learning; in short parks are outdoor classrooms (appendix 2 is an excerpt from the audit carried out to assess the suitability of parks as outdoor learning resources and lists the immediate hubs in each operational area which can support the proposed revised approach). • There will be flexibility built into format and delivery of the programme where schools and educational organisations can choose how they can use parks as a learning resource either through supervised or self-managed visits. • Schools will also be able to identify which age range or stage in

	<p>curriculum development they wish to target.</p> <ul style="list-style-type: none"> • The future programme is being directly linked to the content of the schools curriculum (Education Order 2007) and the priority areas the programme will support are “Environment and Society (The World Around Us)”; “Science and Technology” and “Physical Education”. “Learning for Life and Work” is also an area in the curriculum that can benefit from visits and learning in our parks. • The three elements of the future programme are: <ol style="list-style-type: none"> 1. A co-ordinated education programme which has a dedicated resource primarily for supervised educational visits from schools, community activities or events across the city 2. A quality resource bank will be developed to support self managed educational visits to parks by education providers – schools; community groups; youth clubs; sports groups etc. (unsupervised learning). 3. Capacity building opportunities to be developed to sustain the learning and develop ways in which parks are used effectively for all ages and sectors for outdoor learning.
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2	Key Issues
2.1	<p><u>Future delivery approach</u></p> <p>The working group shared the view that the council should in principle be able to deliver the education programme for itself, however it was also agreed that a period of time to up-skill in line with the ongoing departmental improvement programme would be required in the medium term. The planned tender period (of 1 year with an ability to extend the contract up to 3 years) would provide adequate time to invest in the training and capacity building for the council to be the primary delivery agent for the programme in the future. The availability of staff resources within the department to deliver the programme would also have to be assessed.</p>
2.2	<p><u>Integration of the programme with council business</u></p> <p>The proposed project team would continue to integrate the education programme with the ongoing outreach and developmental work taking place across the department. The ongoing management of the programme is an item for consideration within the department’s development review.</p>
2.3	<p><u>Consultation and engagement</u></p> <p>The revision of the education programme has been an internal exercise to date. Following committee the project team will engage with educational facilitators, specifically teachers in order that they can inform and be involved in the ongoing development of the revised education programme.</p>

3	Resource Implications
3.1	<u>Financial</u> Development of interactive resources may require support from other departments and may impact internal budgets
3.2	<u>Human Resources</u> Internal training investment may be required for parks staff with a remit for facilitating educational visits in parks and this is linked to the overall departmental improvement programme. Need to look at the staffing resources available to deliver the programme if that approach is taken.
3.3	<u>Asset and Other Implications</u> None – greater usage numbers may show a decrease in net cost per user.

4	Equality and Good Relations Implications
4.1	None.

5	Recommendations
5.1	It is recommended that Committee approve the future direction for the revised educational programme as outlined in the report.

6	Decision Tracking
A further report on the roll-out of the revised programme will be brought at the end of its first year – April 2013.	

7	Key to Abbreviations
WTS – Watch this Space UWT – Ulster Wildlife Trust	

8	Documents Attached
Appendix 1: Future programme outline Appendix 2: audit of parks suitable as an outdoor learning resource Appendix 3: Update on participation activity 2010/11	

**Appendix 1: Future Parks Service Education Programme
Outline direction for tender specification**

Purpose of project	The purpose of the future programme is to establish learning in our parks realising the benefits of our parks as a resource for outdoor learning.
Principles	<ul style="list-style-type: none"> • Parks are for life; Parks are for learning is the key principle for the programme. • To integrate the programme with existing council community outreach, education and developmental work. • Recognising parks are a key resource for outdoor learning in effect they are outdoor classrooms. • Primary school age is the key focus of the programme
Objectives	<ol style="list-style-type: none"> 1. A co-ordinated education programme which has a dedicated resource primarily for supervised educational visits from schools, community activities or events across the city 2. A quality resource bank is developed to support self managed educational visits to parks by educational facilitators – schools; community groups; youth clubs; sports groups etc. (Unsupervised learning) 3. Capacity building opportunities to be developed to sustain the learning and develop ways in which parks are utilised effectively for all ages and sectors for outdoor learning.
The approach	<ul style="list-style-type: none"> • Preference shown to encouraging educational visits to parks rather than learning offsite. In short parks are outdoor classrooms. • All of the learning opportunities where the curriculum can be supported through the city's parks will be compiled and circulated to show what is on offer to schools and other educational providers. • Choice and flexibility encouraged in how parks can be used as a learning resource either through supervised or self managed visits.
Priority delivery areas	<ul style="list-style-type: none"> • Co-ordinated schools programme of onsite supervised visits, the format of which is up to 2 visits per school class in the same year to support retention of visitor and open up opportunity citywide. • Resource bank - commission a minimum range of resource materials each year of the tender to support the priority areas and ages for learning. • Integrate interactive learning where possible to meter the impact of the weather and ensure learning is current and relevant to the curriculum. • Capacity building - agree capacity building plan over the lifespan of the project to realise opportunities to build capacity internally and externally.
Content,	<p>The future programme is being directly linked to the content of the schools curriculum (Education Order 2007) and the priority areas the programme will support are:</p> <ol style="list-style-type: none"> 1. Environment and Society (The World Around Us); 2. Science and Technology and 3. Physical Education. <p>Learning for life and work is also an area in the curriculum that can benefit from visits and learning in our parks.</p> <p>The future programme should be available to support all stages of learning in the schools curriculum from foundation stage through all the key stages where practical learning could be supported through visits and activities in the parks service. It was considered more effective if schools were encouraged to identify the type and stage of learning parks could support.</p> <p>Where resources are in demand priority will be targeted towards primary level.</p> <p>The content of the programme will be focused on the practical learning parks can support in terms of the environment; science and being active. The wider learning appeal is that through the programme it connects the park to the surrounding</p>

	community who can make best use of the neighbourhood asset.
Format	<p>As part of the tender process applicants will have to demonstrate how flexibility of format in terms of duration and methods of delivery can be programmed to build wider opportunity, repeat visits by participants to parks and retention as users in the future.</p> <p>The previous programme had one format applied to the schools programme where one class could receive up to 5 supervised visits (2 in parks; 3 in schools) a preferred model at present is for up to two supervised visits per class to allow greater opportunity for more schools to access supervised visits across the city and manages any new demand there may be from extending the offer to all ages of children.</p>
Delivery methods	<ol style="list-style-type: none"> 1. A supervised programme for educational activity will be developed to support schools and education providers to the city's parks and be available citywide. 2. Stand alone resource materials to be developed to form a resource bank. These materials would be related to the stage of curriculum learning and officers are keen to develop the interactive nature of the learning materials to meet the quality and standards teachers and educational facilitators are used to expect. Interactive learning also supports the more practical learning experience parks can offer. 3. The capacity building plan will identify opportunities for internal staff and all other educational facilitators to be able to self manage educational visits in the city's parks.
Integration	The existing programme will be managed by Ulster Wildlife Trust until March 2012 and be followed by the tender of the education programme for either one up to 3 years. The officer working group consider the education programme could be integrated into mainstream parks and leisure business and this will be monitored as the contract is reviewed annually.
Management	Management of the programme: It is suggested that a project team is established (formerly the Officer working group) to manage the development of the new programme and its ongoing delivery and performance.
Monitoring and evaluation	The working group continues to consider the monitoring and performance indicators, targets and results it is seeking from the new programme in preparation for the tender. The number of learning hours or sessions along with wider outcomes around the ownership and integration of the park into its local community are all being considered for the tender specification.
Budget and cost analysis	The budget will be prioritised to support the co-ordinated education programme and its management; supervised visits and development of the resource bank. The capacity building plan is likely to require internal training investment for council staff as part of the ongoing improvement programme of the parks service.

Appendix 2: An excerpt from the audit carried out to assess the suitability of all parks as an outdoor learning resource and shows the parks that can act immediately as hubs in each Parks Operational area to support the new approach

Determining the outdoor classroom concept 2012 -2015												
Site resources								Educational curriculum suitability level				
Site details		Grade and resources available at each site						Main subjects in the curriculum				
Area	Site	Grade of outdoor classroom	Special interest	Amenities (toilet/ building)	Activity opportunities	Environment/ science	Heritage	Levels of curriculum it applies to	Environment and society	Science & technology	Physical activity	Learning for life & work
SW	Falls	3		✓	✓	✓		all	✓	✓	✓	✓
SW	Barnett Demesne inc Clement Wilson	3		✓	✓	✓	✓	all	✓	✓	✓	✓
SW	STLD	3		✓	✓	✓	✓	all	✓	✓	✓	✓
SW	Musgrave, inc Grovelands	3		✓	✓	✓		all	✓	✓	✓	✓
N	Ballysillan	3		✓	✓	✓		F KS1 & 2	✓	✓	✓	✓
N	Queen Mary's / Waterworks (inc Alexandra)	3		✓	✓	✓	✓	all	✓	✓	✓	✓
N	Woodvale	3		✓	✓	✓	✓	all	✓	✓	✓	✓
N	Cavehill	3		✓	✓	✓	✓	all	✓	✓	✓	✓
E	Ormeau	3		✓	✓	✓	✓	all	✓	✓	✓	✓
E	Victoria	3		✓	✓	✓		all	✓	✓	✓	✓
E	Botanic inc Friars bush	3	✓	✓	✓	✓	✓	all	✓	✓	✓	✓
E	Ald T Patton	2		✓	✓	✓		all	✓	✓	✓	✓

Key:

- All – all stages of learning in the curriculum can be supported
- F KS 1 and 2 – Foundation and key stages 1 and 2 of the education curriculum can be supported in these sites
- Grade of outdoor classroom ranges from 0-3. Three is the highest grade available reflecting the high level of resource and opportunity onsite

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Appendix 3: Update on participation activity for the Watch This Space Education programme 2010/11

Type of participation activity generated per area 2010-11				
Parks Service operational area	Parks involved	Established schools list	Community group activity	General park events
North	Woodvale Park Glencairn Park Ballysillan Playing fields The Waterworks	Glenwood P.S, Springfield P.S, Edenbrooke P.S, Forthriver P.S Harmony P.S Wheatfield P.S, Holy Cross Girls, Carr's Glen P.S Bunscoil an Bheann Mhadagain	Woodvale Cubs, Woodvale Park Saturday club	Fun days
South West	Falls Park Dunville Park Wedderburn Park Lady Dixon Park Ormeau Park Malone House Finaghy P.S	St. Kevin's P.S, Bt. Bernadette's P.S, St. Aidan's P.S, Bunscoil an tSliebhe Dhuibh St. Joseph's P.S St. Joseph's P.S Finaghy P.S	Unnamed community group, Falls Park Saturday club Ormeau Park Saturday club Finaghy Day care	Teddy Bears' Picnic Mini-beast hunts Fun days Family Fun Day Art Palettes
East	Victoria Park Orangefield Park Belmont Park Knocknagoney Park Den Day Care Walkway Community Centre	Victoria Park P.S x 2, Elmgrove P.S x 2, Avoniel P.S Orangefield P.S x 2 Orangefield High Belmont P.S x 3	Victoria Park Saturday club, Brownie Group Den Day Care, After schools Walkway Community Group	Fun days BCC Waste Week Mini-beast Stand

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Facility Management Agreement – Termination of Agreement
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Fiona Holdsworth, Principal Parks and Cemeteries Services Manager

1.0	Relevant Background Information
1.1	A facility management agreement (FMA) annual evaluation report was submitted to the August Parks and Leisure Committee setting out the current position in terms of compliance for the financial year ending March 2011.
1.2	It was reported that the club holding the existing FMA for Dixon Park Playing Fields had failed to provide their financial returns and more recent usage figures. As a consequence a notice of termination letter was issued by Legal Services. It was also reported that the club was working to meet the stipulated requirements within the dictated timeframe approved by Legal Services.
1.3	The report stated that any issues of non compliance would be addressed through the appropriate channels and may result in termination of the FMA for Dixon Park Playing Fields following advice from Legal Services and authority from Committee to terminate the agreement.
1.4	Council officers have been in communication with the club and made all reasonable attempts over many months to resolve the situation.
2.0	Key Issues
2.1	The key issue is the non submission of annual accounts by the football club as required under Clause 14.1 of the FMA. From 5 July 2010 the council has issued a number of demands requesting submission of their accounts. The Assistant Director of Parks and Leisure met with a representative of the club on 14 June 2011 to discuss the need to provide the accounts and the club was informed of possible termination if these were not forthcoming.

2.2	On 19 July 2011 Legal Services wrote to the club to once more request the accounts and warn that failure to comply would result in a termination letter being issued and the club being required to vacate Dixon Park Playing Fields. As yet the club has not provided the required accounts.
2.3	Every effort has been made on the part of officers to communicate the position to the club and extensions have been made to time scales to allow the club to submit accounts. Failure to do so by the club leaves the Council with no option other than to terminate the agreement.

3.0	Resource Implications
3.1	<u>Financial and Human Resources</u> The FMA fee and income will be retained by Parks and utilised to cover the costs of managing the facility in-house.

4.0	Equality and Good Relations Implications
4.1	None.

5.0	Recommendations
5.1	On the basis that the club is in breach of the FMA at Dixon Playing Fields it is recommended that steps are now taken to terminate the agreement in accordance with Clause 18(i) of the FMA.

6.0	Decision Tracking
	Principal Parks and Cemeteries Services Manager to action the decision of the committee.

7.0	Key to Abbreviations
	FMA: Facility Management Agreement

8.0	Documents Attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee.
Subject:	Request from Ballynafeigh Orange Hall Management Committee for a floral display in Ormeau Park
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure.
Contact Officer:	Andrew Hassard, Director of Parks and Leisure.

1	Relevant Background Information
1.1	<p>The Parks and Leisure department has received a request from the Ballynafeigh Orange Hall Management Committee for a floral display in Ormeau Park (overlooking the Ormeau Road) during the summer of 2012, to mark the 125th anniversary of the Ballynafeigh Orange Hall and Reading Room.</p> <p>The Orange Hall is the second oldest public building in Ballynafeigh and only St Jude's Parish Church is older. The Hall secretary has informed the council of the importance of this anniversary for their members and the community in Ballynafeigh who support the Orange Hall.</p>

2	Key Issues
2.1	The design of the proposed floral display is of an orange lily depicted in the centre of the display, with lettering at the top reading 'Ballynafeigh Orange Hall'; each side of the lily would read 1887 – 2012 and along the bottom edge; '125 th Anniversary'. There will be no flags symbolised in the bedding display.
2.2	The location of the flowerbed overlooks the Ormeau Road from an elevated position within the park. (approximate size = 24ft wide x 12ft high).
2.3	This particular flowerbed was used previously to mark the centenary of the 'Girl Guides' organisation in 2010.
2.4	Ballynafeigh identifies itself as a 'Shared Neighbourhood' and community workers there have agreed to informally ascertain the thoughts of the local Ballynafeigh communities (signed up to the Shared Neighbourhood principle and supported by the council and NIHE) on the proposal - this is still underway.

2.5	Conversations are ongoing with Parks operational management in terms of the “planting plan” for the 2012-13 year and with Ballynafeigh Community House to help gauge community views on any likely impact of the request. The Community House staff have indicated their full support for this proposal.
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3	Resource Implications
3.1	<p><u>Financial</u></p> <p>There are no additional financial implications surrounding this proposal. It is normal practice that this flowerbed is planted out bi-annually with seasonal bedding plants as part of the planned maintenance programme and this is allocated from the Ormeau Park revenue budget.</p> <p>The design of the proposed floral display does not impact on the normal amount of bedding plants required to fill this flowerbed. No specialist plants or materials are required to complete this display.</p>
3.2	<p><u>Human Resources</u></p> <p>There are no human resource implications. The design of the proposed floral display does not impact on the normal amount of labour (man hours) required to plant this flowerbed.</p>
3.3	<p><u>Asset and Other Implications</u></p> <p>None.</p>

4	Equality and Good Relations Considerations
4.1	<p>See key issues (sections 2.4 and 2.5 above).</p> <p>The council is committed to the promotion of good relations in the city, including the celebration of cultural diversity. The local Ballynafeigh Orange Lodge is an active member in the wider Ballynafeigh community network and Ballynafeigh Community House is fully in support of this proposal. A simple floral display of this type would represent an official acknowledgement of the role of the local Orange Hall in the community over the past 125 years.</p>

5	Recommendations
5.1	<p>The Committee is asked to note the request from Ballynafeigh Orange Hall Management Committee and grant approval subject to:</p> <ul style="list-style-type: none"> - final agreement of the design detail with Parks management; and - agreement with Ballynafeigh Community House that the proposal would not have any adverse community relations impact in the area.

6	Decision Tracking
Stephen Stockman, City Park Manager, Principal Parks and Cemeteries Services Manager to complete actions by Summer 2012.	

7	Key to Abbreviations
None.	

8	Documents Attached
Appendix 1: Letter from Ballynafeigh Orange Hall	

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smice

F.A.O. Andrew Worsland
T. Y. [unclear]

17/10



Ballynafeigh Orange Hall & Reading Room

Management Committee

Est. 1827

413 Ormeau Road



17 Dee Street
Belfast
BT4 1FT

Ref: 125th Anniversary

Date 27th July 2010

To: The Chairman
Parks & Cemeteries Committee
Belfast City Council

Dear Sir

In 2012 Ballynafeigh Orange Hall & Reading Room will celebrate its 125th anniversary. The Orange Hall is the second oldest public building in Ballynafeigh only St. Jude's Parish Church is older. This is an important anniversary for our members and the public in Ballynafeigh who support the Orange Hall.

In the Ormeau Park over looking the Ormeau Road the Parks & Cemeteries Committee each year organises a flora display to mark important anniversaries of various organisations. My committee believes the 125th anniversary of the Orange Hall is such an important occasion. So we would like to nominate the hall anniversary for a flora display during the summer of 2012. May I thank-you for your help in this matter and look forward to hearing your reply.

Yours sincerely

Wor Bro Noel Liggett
Hall Secretary.

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Belfast City Council

Report to:	Parks and Leisure Committee.
Subject:	Request from Joint Unionist Centenary Committee
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Andrew Hassard, Director of Parks and Leisure

1	Relevant Background Information
1.1	The council has received a request from the Joint Unionist Centenary Committee (JUCC), which is based at West Belfast Orange Hall, Shankill Road Belfast.
1.2	The purpose of the JUCC is: <i>“to commemorate the Centenary of the Balmoral Review which was held to demonstrate Unionist opposition to Home Rule for Ireland, and to do this in a manner which is factually correct and open to all.”</i>
1.3	The letter of request is attached at Appendix 1.

2	Key Issues
2.1	The JUCC would like to commemorate previous demonstration events by holding a parade to a venue in south Belfast on either the 12 or 19 May 2012 and have asked if Strangford Playing Fields, Strangford Avenue would be available.
2.2	The request also outlines that the event planned would include a funfair, burger vans, marquees etc.
2.3	In line with the council’s events planning protocols and guidelines approval can be granted for this event provided that: <ul style="list-style-type: none"> • an event management plan is provided; and • all statutory requirements are fulfilled including the requirements of the Parades Commission, PSNI traffic branch, entertainment licensing if appropriate and all other health and safety requirements.

3	Resource Implications
3.1	<u>Financial</u> There are no financial contributions requested.
3.2	<u>Human Resources</u> There are likely to be some additional staffing and planning implications which should be able to be accommodated through our normal event management process.
3.3	<u>Asset and Other Implications</u> Under normal circumstances the proposed dates would be at the end of the football season but, depending on winter weather conditions, the request may require displacement of football bookings from the pitches on the Saturday specified – these matches would need to be accommodated elsewhere.

4	Equality and Good Relations Considerations
4.1	<p>The Council has established a Centenaries Working Group, which reports to the Strategic Policy & Resources Committee, to co-ordinate its work in this area. The Working Group has agreed that the forthcoming <i>Decade of Centenaries, 2012-2022</i>, provides an opportunity for the Council to contribute to a better understanding of the past and to promote respect for the complexity of our shared history.</p> <p>The Centenaries Working Group has already discussed a programme of events for the first period in the Decade, 2012-2014, and is to recommend to the principal Committee later this month that the Centenary of the Signing of the Covenant should be one of the first major events to be marked, with the commissioning of an exhibition in the City Hall plus a number of individual events.</p> <p>All of the proposals currently under consideration within the programme would have positive implications in terms of the promotion of equality and good relations, if undertaken in an inclusive manner.</p>

5	Recommendations
5.1	<p>It is recommended that committee grant approval for the use of Strangford Avenue playing fields as requested by the Joint Unionist Centenary Committee subject to:</p> <ol style="list-style-type: none"> 1. the event organisers resolving all operational issues to the council's satisfaction; 2. an appropriate legal agreement prepared by the Town Solicitor and Assistant Chief Executive is completed; 3. the event organisers meet all statutory requirements including entertainment licensing; and 4. the event organisers ensure that all health and safety requirements are met to the council's satisfaction.

6	Decision Tracking
City Park Manager and Principal Parks and Cemeteries Services Manager to ensure actions are completed by May 2012.	

7	Key to Abbreviations
JUCC: Joint Unionist Centenary Committee	

8	Documents Attached
Appendix 1: Letter from Joint Unionist Centenary Committee	

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1912 Joint Unionist
Centenary Committee 2012



I am writing on behalf of the Joint Unionist Covenant Committee (the Committee).

This new group consists of people authorised to act on behalf of the Unionist Centenary Committee and the County Grand Orange Lodge of Belfast.

The purpose of the Committee is to;

“To commemorate the Centenary of the Balmoral Review which was held to demonstrate Unionist opposition to Home Rule for Ireland, and to do this in a manner which is factually correct and open to all.”

Background ---Balmoral Review

The first two Home Rule Bills in 1886 and 1893 had been rejected by Parliament following pressure from Unionists in Great Britain and Ireland. In June 1892 a massive popular demonstration took place in Belfast, the Ulster Convention, which attracted some 20,000 opponents of Home Rule from throughout Ulster. This was chaired by the Duke of Abercorn. In April 1912 the British Prime Minister, Asquith, introduced a third Home Rule Bill in which the authority of the United Kingdom Government over all persons, matters and things in Ireland was clearly acknowledged. On the eve of the Bill's introduction on 9th April another mass demonstration was held at Balmoral, attended by some 200,000 Unionists, including contingents from the Orange Order and Unionist Clubs who marched from the City Centre. This demonstration was addressed by Sir Edward Carson, the Leader of the Irish Unionist Party, and was supported by a large number of English and Scottish Conservative MPs and by their new Leader Andrew Bonnar Law, who issued an assurance that the Ulster People were not alone, as their cause was also that of the Empire. This demonstration became known as the Balmoral Review.

Our Plans

The Committee would like to commemorate this great event by holding a parade to a venue in south Belfast on either the 12th or 19th May 2012. One of the venues we are considering is Strangford Playing Fields, Strangford Avenue, Belfast,

Can you advise if this facility would be available on either of these dates to facilitate, a funfair, burger vans, marquees etc?

We will gladly meet to discuss what we have in mind and address any issues.

Yours Sincerely,

Stephen Gough

Secretary

Phone; 07714238963

E Mail; secretary@unionistcentenaries.com



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Damage to War Memorial at City Cemetery
Date:	15 September 2011
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	Ricky Rice, City Park Manager South and West Belfast

1.0	Relevant Background Information
	<p>Committee is aware there are several World War memorials in the City Cemetery. They are located in the old part of the cemetery and in the Glenalina section of the cemetery.</p> <p>Approximately 6 weeks ago a small fire was placed against the granite stone work of the War Memorial in the old section of the City Cemetery. This caused some scorch damage to the grass and to the memorial. At the time it was considered to be minimal damage, however over a period of 3 weeks small cracks appeared in one of the granite slabs, presumably as a result of the fire. Over another three weeks more cracks appeared in a total of three granite slabs located adjacent to the original fire. Small segments of the granite started to crumble and this deterioration has continued.</p> <p>On the weekend of 13 - 14 August large chunks of granite crumbled from the same area causing a hole to appear at the top of the wall of the memorial. Graffiti of a non sectarian nature was also sprayed on the memorial approximately three weeks ago and this was removed immediately.</p> <p>The War Graves Commission, who is responsible for the maintenance of the memorials, was informed of the damage and they have agreed to view the monument on their next visit to the cemetery. The Cemetery Manager will meet with the War Graves Commission to examine options to reduce the risk of further damage to this and other war memorials.</p>
2.0	Key Issues
	<p>The War Graves Memorials are an important part of the heritage of the City Cemetery and attract significant tourism and interest to the local area. Considerable effort has been made by local community representatives to recognise the value and sensitivity of the War graves.</p>

3.0	Resource Implications
	<p><u>Financial</u> The War Grave Memorials are the responsibility of the War Graves Commission and they are liable for any costs incurred in repairing memorials.</p> <p><u>Human Resources</u> There are no immediate Human Resource issues.</p> <p><u>Asset and Other Implications</u> The War Graves Memorials are an important part of the heritage of the City Cemetery. A professional assessment of the damage to the asset will be undertaken when the Commission Officers inspect the memorial on their next visit.</p>
4.0	Equality and Good Relations Implications
	None.
5.0	Recommendations
	It is recommended that Members note the contents of the report.
6.0	Decision Tracking
	N/A
7.0	Key to Abbreviations
	None.
8.0	Documents Attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Mountain Tea House
Date:	15 September 2011
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	Mark Challis, Zoo Manager

1.	Relevant Background Information
	<p>The Committee is aware 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 regarding replacement of the tea house. At its meeting in August 2010 it was agreed to proceed with a like for like replacement facility.</p> <p>More recently, in February 2011, the Committee approved the proposed extension to the patio area of the tea house. This extension allows for a 140% increase in seats available to zoo visitors. This means that nearly 190 visitors will be able to use the facility at any one time.</p> <p>This report provides a brief update on work at the tea house site since the February 2011 committee report.</p>

2.	Key Issues
	<p>Work started on site in May 2011 and it is intended that the tea house will reopen in October 2011. The lead contractor advises that the build is currently 1.5 weeks behind schedule, though they remain confident that this time can be made up. It is planned to hold a small event to mark the re-opening of the facility.</p> <p>While there has been some disruption on the site itself, especially with the construction of the extended patio area, careful planning and strict restrictions to vehicle movements during peak visiting hours has meant there has been limited disturbance to zoo visitors.</p> <p>Temporary toilets and a catering kiosk have allowed for limited facilities to be available to zoo visitors during the summer period.</p>

	<p>Regular meetings between BCC staff (Zoo and PMU), architects and contractors continue to take place.</p> <p>Work has recently started on some of the finishing details of the building, including colour schemes, furniture, signage and branding.</p>
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3.	Resource Implications
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	<p><u>Financial</u> The cost of the replacement building will be met through the Council's insurance cover and a figure of £246k has been agreed. The Parks and Leisure Committee, at its meeting on 10th February, had considered a report and associated business case which was proposing to extend the external patio area at the Tea House at an additional estimated cost of £58,000. Strategic Policy and Resources Committee on 18th February 2011 agreed to forward this request for inclusion in the Capital Programme, subject to the gates process.</p> <p><u>Human Resource</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>
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4.	Equality and Good Relations Implications
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	None.
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5.	Recommendations
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	The Committee is requested to note the report and agree that the Chair and Deputy Chair attend an event to mark the re-opening of the facility on a date to be agreed
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6.	Decision Tracking
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	Decision of the committee to be actioned by the Zoo Manager.
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7.	Key to Abbreviations
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	PMU – Project Management Unit.
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8.	Documents Attached
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	None.
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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Belfast Zoological Gardens – Recent successes and Operational Review
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Mark Challis, Zoo Manager

1.	Relevant Background Information
	<p>Already in 2011, the Zoological Gardens has been successful in achieving three significant and relevant industry awards, recognising the Zoo's role as a leading visitor attraction in Northern Ireland.</p> <p>In May 2011, at the Northern Ireland Tourist Board's Tourism Awards, the Zoo won the 'Visitor Inspired' category.</p> <p>In June 2011, the zoo topped the poll for UTV's Ultimate Ulster programme, being voted as 'the best place to spend a day with the children'.</p> <p>Also in June 2011, the Zoo's website, Facebook and twitter won the 'best use of social media by a tourist attraction' category in the first ever Northern Ireland Social Media Awards. This success reflects positively on the work of Parks and Leisure staff together with staff in Corporate Communications and ISB.</p> <p>Whilst this is a significant achievement and demonstrates improvements the zoo has made in recent years we now need to examine the zoo's business model to improve how we operate and to develop a business model fit for the future.</p> <p>A review of the management of the zoo was completed in June 2011 by FGS McClure Watters which highlighted a number of issues that should be addressed including:</p> <p>Strategic planning – The zoo needs to have a long term business strategy in place to allow capital investments (that often taken place over a number of years) to be planned for and funded. This longer term strategy should set out what needs to be achieved over a 3-5 year period and this should then guide the content of the supporting annual plans which need to be developed each year.</p>

	<p>Income generation - The Zoo needs to develop an Income Generation Plan to support its strategy and its implementation should become a priority for the Zoo. This should include a review of pricing, developing business ideas that will generate income such as expanding a 'day with the keeper', examining opportunities to expand the education function and exploring private sponsorship opportunities.</p> <p>Structure, resources and culture are central to improving the income generation success of the Zoo; therefore an operational review should specifically focus on quantifying the resource and capacity needed to deliver on the Zoo strategy.</p> <p>Work will begin to develop a Strategic plan for the Zoo while an operational review is carried out by the Council's Organisational Development Unit.</p>
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2.	Key Issues
	<p>Some of the key issues the operational review will cover include:</p> <ul style="list-style-type: none"> • Management/leadership responsibility for future development of the Zoo • Strategic development and business planning • The delivery of parks services within the zoo • The role of the education unit • Income generation • The customer experience • Levels of overtime and agency staff • Working practices.

	Resource Implications
	<p>The winning of the three awards has been achieved within existing Zoo budgets.</p> <p>The operational review will be undertaken by the Council's Organisational Development Unit.</p>

	Equality Implications
	None.

	Recommendations
	The Committee is asked to note the above report.

	Decision Tracking
	The outcomes of the operational review will be reported to Committee by the Assistant Director Parks and Leisure.

	Key to Abbreviations
	None.

	Documents Attached
	None.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Request from Transplant Sport NI
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Emer Boyle, Policy and Business Development Manager

1	Relevant Background Information
1.1	On 23 August 2011 the Director received a letter from the Transplant Games Team Manager providing an update on the tremendous performance of athletes from Northern Ireland at the recent Westfield Health British Transplant Games Belfast 2011.
1.2	The team representing the Belfast Regional Transplant Unit fielded a total of 67 athletes from all over Northern Ireland- 52 adults and 15 children and all of these competitors had received life saving organ transplants including kidney, liver, bone marrow, lungs and heart.
1.3	The letter also outlines that this is the largest team ever fielded in British Transplant Games history. A copy of the letter is attached at Appendix 1.

2	Key Issues
2.1	The council has granted free Boost membership and use of its leisure facilities to Transplant Sport NI athletes in the past.
2.2	The Transplant Games Team Manager outlines that the recent success is undoubtedly related to this leisure centre access and outlines that based on the successful performance at the Games this year at least 22 of the NI athletes will be selected to represent the UK at the World Transplant Games in Durban in 2013.
2.3	The letter further requests that the council consider allowing this membership to continue <i>“on an annual basis between February and August each year in order to allow our athletes the best preparation for future games”</i>

3	Resource Implications
3.1	<u>Financial</u> The cost associated with granting 58 adult and 15 under-16 free Boost memberships for a 7 month period annually is £14,869 in potential lost income.
3.2	<u>Human Resources</u> There are no implications associated with this report.
3.3	<u>Asset and Other Implications</u> There are no implications associated with this report.

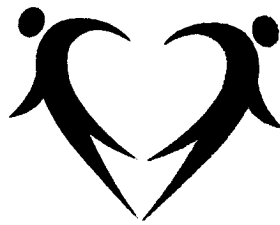
4	Equality and Good Relations Implications
4.1	There are no equality or good relations implications associated with this report.

5	Recommendations
5.1	Committee is asked to approve the request for free leisure centre use for Northern Ireland Transplant Athletes for the period February to August each year, renewable on an annual basis.

6	Decision Tracking
Decision of the Committee to be communicated to the Transplant Games Team Manager by the Director of Parks and Leisure.	

7	Key to Abbreviations
None.	

8	Documents Attached
Appendix 1: Letter from Transplant Games Team Manager, Transplant Sport NI.	

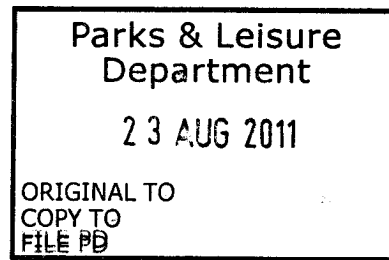


Transplant Sport Northern Ireland

Mr Hazard
Director
Leisure Service
Belfast City Council

17 August 2011

Dear Mr Hazard



Northern Ireland Transplant Athletes Excel at Home Games

I am writing in my capacity as the Northern Ireland Transplant Games Team Manager to update you on the tremendous performance of athletes from Northern Ireland at the recent Westfield Health British Transplant Games Belfast 2011.

The team representing the Belfast Regional Transplant Unit fielded a total of 67 athletes from all over Northern Ireland – 52 adults and 15 children. All of these competitors had received life saving organ transplants including kidney, liver, bone marrow, lungs and heart. We have been informed by Transplant Sport UK (the event organisers) that this is the largest team ever fielded in British Transplant Games history.

The team should be commended not only for their performances on the sports field but also for sharing their personal experiences over the past year with the public via the media to highlight the success of transplant surgery and to increase awareness

about the need for organ donation. The positive impact of this is reflected by the fact that we have seen a significant increase in the number of people signing the NHS Organ Donor Register in Northern Ireland – I understand the figure now stands at 500,500 and is still rising.

The final medal tally was as follows:

Adults Team: Gold - 48, Silver - 33, Bronze – 18.

Children's Team: Gold -2, Silver - 2, Bronze – 3

List of trophies.

Ross Taylor Rose Bowl for Best Overall Team

Lifetime Achievement Award - Janet Coleman

John Gorna Trophy for Best Swim Team

Outstanding Female Athletic Performance - Orla Smyth

Outstanding Male Athletic Performance -Brian Armstrong

Best Performance Super Veteran Female - Irene Jeffers

Best Performance Super Veteran Male - Turlough O'Hagan

Best Adult Badminton Team (Female) - Helena Boyle and Rachel Curran

Victrex Ludorum Dry Senior Female Orla Smyth

Victor Ludorum Dry Veteran Male - Brian Armstrong

Best Female Cyclist (5 and 10K) - Lynn Patton

This successful performance is directly related to you and your staff's generosity in allowing our athletes to benefit from Boost membership of Belfast City Councils Leisure facilities. Indeed based on the team performance this year at least 22 of our athletes will be selected to represent the UK at the World Transplant Games in Durban during 2013. I wonder if you would consider allowing this membership to continue on an annual basis between February and August each year to allow our athletes the best preparation for future games?

On a final note I would like to express sincere thanks on behalf of our team for your personal interest and support in this very important cause.

Yours in sport



Frankie O'Kane

Team Manager

Tel: 07825180798

Address: c/o Renal Unit, Belfast City Hospital, Lisburn Road, Belfast BT9 7AD

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Refurbishment of Dunville Park and Woodvale Park – Update Report
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Stephen Walker, Departmental Portfolio Programme Manager, Parks and Leisure

1	Relevant Background Information
	<p>The Committee will recall that the refurbishment of these two parks was identified as an action within the Parks Improvement Agenda. The schemes were advanced to the 'committed' section of the council's capital programme in March 2010. The Department for Social Development (Belfast Regeneration Office) approved matched funding for the schemes in March 2011. In April 2011 the Parks and Leisure Committee approved the preferred options as identified through the economic appraisal process.</p>

2	Key Issues
	<p>The key issues for the Committee to note are:</p> <p>1. <u>Planning</u> Planning applications have been lodged in respect of both projects.</p> <p>The planning application in respect of Dunville Park was submitted in October 2010 and approval is pending. The application in relation to Woodvale was submitted in March 2011 and is currently under consultation. A decision is expected by the end of the year.</p> <p>2. <u>Detailed Design and Tender</u> Officers have continued to work at risk, in advance of planning approval, to prepare detailed designs for the refurbishment works. Consultants are due to be appointed mid September to complete the detailed design work and to undertake detailed costing of the work for tender purposes.</p> <p>3. <u>Commencement of work</u> It is anticipated that tenders will be invited towards the end of the year with contractors appointed and work due to commence in the first quarter of 2012.</p>

	<p>4. <u>Closure of the parks during construction</u> It will be necessary to close the parks during construction for health and safety reasons. The construction period is estimated to be in the region of 9-12 months for each project. Discussions will take place with the local community and their representatives in advance of the closure. Consideration will be given to the need for appropriate measures to adequately secure the sites and to tackle any antisocial behaviour which may occur during the construction works.</p> <p>A communication plan will be developed to ensure a flow of information during the process.</p> <p>5. <u>Post completion</u> From the outset it has been recognised that the improvements in the two parks must go beyond the physical refurbishment. Discussions have been ongoing and will be escalated in the coming months regarding how the projects can contribute to improvements in the quality of life in the neighbourhoods in which they are located. It will be necessary to develop an approach to integrated working both within the council, with other agencies and local people to ensure the best outcomes.</p> <p>It is intended that a benefits plan be produced which will set out how we will deliver these. This should be completed by the end of the year.</p>
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3	<p>Resource Implications</p> <p><u>Financial</u> The two projects have been included on the capital programme.</p> <p>At this time no additional revenue implications have been identified. It is noted that the estimating process for 2012/13 will be no growth.</p> <p><u>Human Resources</u> Whilst it is not anticipated that there will be additional human resource implications, it is anticipated that Officers will be required to focus on these projects in the run up to the completion of the works and in the months immediately post completion. This will need to be accommodated within existing work schedules.</p> <p><u>Asset and Other Implications</u> The refurbishment of the two parks provides the opportunity to make a positive contribution to improving the quality of life of people living in the neighbourhoods in which they are located.</p>
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4	<p>Equality and Good Relations Considerations</p> <p>There are no equality implications.</p>
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5	<p>Recommendations</p> <p>It is recommended that the Committee note the report.</p>
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6	Decision Tracking
	A further update report will be brought to committee in December 2011 to update on progress.
7	Abbreviations
	None
8	Documents Attached
	None.

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Request for Community Archaeological Dig on Cave Hill
Date:	15 September 2011
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	Fintan Grant, City Park Manager North

1	Relevant Background Information
	<p>The Committee is asked to note that the council has received a request to hold an event on Cave Hill for the purpose of carrying out an archaeological dig at Ballyagahagan cashel. This will be led and organised by the Belfast Hills Partnership (BHP). The event will begin on 17 October 2011 and finish on 26 October 2011 (weather dependant).</p> <p>During this time local schools and community groups will be invited along to have “hands on” experience of a small dig and surveying the Cashel via measuring and drawing of its features. An open day for the general public will also be undertaken.</p> <p>Following on from this a report on findings will be produced along with graphics which will be summarised on an interpretative panel to be erected on the site.</p> <p>This basic archaeological investigation is designed to engage and connect communities, particularly children, with their joint heritage. This unique “hands on” experience will spark a greater interest in Belfast’s rich heritage and in the importance of Cave Hill Country Park.</p> <p>The Belfast Hills Partnership is about to embark on a landscape partnership scheme which has a strong heritage theme, encouraging people to learn more about the past history of the hills and so want to look after them for future generations. This fits in with BHP’s aim to look after the hills, wildlife and people which in turn will add value to Cave Hill Country Park.</p> <p>This proposal is important as it would be the first heritage event in its new landscape partnership scheme and will help raise the profile of the work it hopes to undertake throughout the scheme. It will be a great way to bring various people together in a joint interest as well as enabling BHP to work more closely with Belfast City Council, raising both profiles positively.</p>

2	Key Issues
	<p>Belfast Hills Partnership will be responsible for all public liability and other insurances associated with the dig.</p> <p>There will be minimal disturbance to park users. It is proposed that 2 trenches will be excavated (so large groups of children etc. can be divided), approx 0.6m wide by 2m long. Access will be gained from the car park at Hightown Road.</p> <p>The dig will be carried out by NIEA Built Heritage and QUB Field Centre on behalf of BHP. All relevant permissions have been obtained.</p> <p>The Cave Hill Conservation Group has been consulted and would like a briefing and input as the dig is taking place.</p> <p>Reinstatement will be carried out by Belfast Hills Partnership on 27, 28 October.</p> <p>The site will be secured each evening using temporary fencing.</p>
3	Resource Implications
	<p><u>Financial</u> There will be no financial implications for Belfast City Council</p> <p><u>Human Resources</u> There are no additional human resource implications at this time.</p> <p><u>Asset and Other Implications</u> If the site has historical significance it will enhance the visitor experience to what is already a great asset for the citizens of Belfast.</p>
4	Equality and Good Relations Implications
	<p>This will build positive relationships with other committed stakeholders who have a vested interest in Cave Hill Country Park.</p>
5	Recommendations
	<p>Committee is asked to grant permission for this event to take place subject to the event organisers meeting all statutory and legal requirements.</p>
6	Decision Tracking
	<p>Committee decision to be communicated to the BHP by the City Park Manager North.</p>

7	Key to Abbreviations
BHP: Belfast Hills Partnership NIEA: Northern Ireland Environment Agency	

8	Documents Attached
None.	

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Family Festival at Falls Park
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officers:	Ricky Rice, City Park Manager South and West Belfast

1.0 Relevant Background Information

The Inclusive Neighbourhood Project was started in March 2009 following funding approval from the PEACE III Programme managed for the Special EU Programmes Body (SEUPB) by the Community Relations Council/Pobal Consortium. The partnership between Corrymeela and the Northern Ireland Community of Refugees and Asylum Seekers (NICRAS) was developed to foster the integration process between the host community and growing refugee community in Northern Ireland by creating opportunities for the development of positive relationships and good relations.

The overall aim of the project is to bring about a real change in attitude and create understanding within both the host and refugee community of the issues and fears associated with living in a post conflict society whether as someone who has lived through the conflict or someone recently arrived. In facilitating this attitudinal change the project intends to create a firm platform upon which a shared neighbourhood can be built, imbedded with the principles of Equity, Diversity and Interdependence.

The Inclusive Neighbourhood Project has submitted a proposal to Park's Officers to use Falls Park as a location to provide an opportunity for refugee community groups to engage with local community groups to provide a better understanding of each other's cultures.

The event is scheduled to take place on 25 September 2011 in Falls Park as detailed in the attached event schedules.

2.0	Key Issues
	<p>The events and activities will be suitable for the targeted audience and they include;</p> <ul style="list-style-type: none"> • International food demonstrations • Irish Dancers • Ugandan drums workshop • Refugee awareness workshops • NICRAS youth dance show • Hair braiding and henna tattooing • International music demonstrations • Bouncy castle • Ulster Wildlife Trust demonstrations • Ni Fire Service demonstrations • Forum theatre and discussion • Family fitness boot camp • Bike proficiency demonstration <p>The event is scheduled to begin at 12 noon and finish at 5pm. Information stands will be available in the bowling pavilion and will include:</p> <ul style="list-style-type: none"> • West Belfast Sure Start • NICEM • NICRAS • Refugee community groups • Falls women's centre • Lonad Uibh Eachach • Whiterock Family Centre • Clonard Community Development • Friends of Falls Park, and other appropriate groups. <p>Entry to the festival will be free of charge as will all the activities. The event organisers will be required to resolve all operational, statutory and reinstatement issues to the Council's satisfaction.</p> <p>The Council and the festival organisers will enter into an appropriate legal agreement based on advice from the Director of Legal Services.</p>

3.0	Resource Implications
	<p><u>Financial</u></p> <p>The organisers have received funding for the festival and it is anticipated that all costs will be met through this funding. Council are asked to provide the venue for free.</p> <p><u>Human Resources</u></p> <p>There will be no additional Human Resource implications for the Council other than officer time.</p>

4.0	Equality and Good Relations Implications
	The event supports the development of attitudinal change and as part of the project aims to create a firm platform upon which a shared neighbourhood can be built, imbedded with the principles of Equity, Diversity and Interdependence.

5.0	Recommendations
	<p>It is recommended that the Committee grants authority for this event on condition that:</p> <ul style="list-style-type: none"> • The event organisers resolve all operational issues to the Council's satisfaction; • An appropriate legal agreement to be prepared by the Town Solicitor and Assistant Chief Executive is completed; • The event organisers meet all statutory requirements including entertainment licensing; • The event organisers ensure that all health and safety requirements are met to the Council satisfaction including risk assessments.

6.0	Decision Tracking
	Officer responsible: City Park Manager, South and West Belfast

7.0	Key to Abbreviations
	None

8.0	Documents Attached
	None

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Lisburn Road Festival at Drumglass Park
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officers:	Ricky Rice, City Park Manager South and West Belfast

1. Relevant Background Information

South Belfast Partnership Board has been successful in securing funding to host another arts festival in Drumglass Park. The events are scheduled to take place on 8 October 2011.

The positive impacts and achievements from the first Drumglass Art Festival in 2009 included:

- The festival provided an opportunity for all of South Belfast's varied neighbourhoods and communities of interest to come together and engage with local traders from the Lisburn Road – an area of South Belfast with good public open space that has the potential to make a greater contribution to the economic progress of the city as a whole.
- The artists and the audience were given the opportunity to come into contact with a wide range of mediums including live music, an arts exhibition, fashion showcase and food and drink supplied by local businesses.
- Local traders benefited from the increased footfall and economic benefits.
- Arts and crafts entrepreneurs who are often marginalised from enterprise opportunities were given the opportunity to trade at a low cost venue, with 20 stalls, 4 for students, drawn from various areas in N. Ireland.
- The event created a shared space by bringing communities together from across Belfast to attend the festival.
- The atmosphere at the event was child friendly and it also had an appeal of being non-commercial which promoted this open space in a very positive way to approximately 1,400 people.

The 2011 Arts Festival on 8 October 2011 will build upon the success of the previous festivals and will include visual exhibits, food market, circus performers and a range of live performances. It is intended that the festival will raise the profile of the arts and music scene in South Belfast, whilst bringing economic benefits to the community and surrounding businesses, thus meeting a number of the South Belfast Partnership Board's strategic objectives set out in their Strategic Regeneration Framework (SRF). It is hoped that the festival will stimulate local interest in the arts and encourage a new audience at community and business level in the area, especially for

families and young people.

The proposed festival forms part of a wider programme of arts and cultural development activities, including an Amateur Arts Competition, in conjunction with Belfast Media Group, and a community art programme that seeks to stimulate buy-in to the festival and art competition through a series of workshops aimed at promoting access and involvement in the arts in some of the most deprived communities of South Belfast. Entries to the art competition will be displayed and judged during the proposed festival and will subsequently be toured around several galleries in Belfast. In addition a piece of art has been commissioned to enhance the Lisburn Road by covering dereliction at the junction with Tate's Avenue. This will be unveiled during the festival.

2. Key Issues

South Belfast Partnership Board have informed officers that they will endeavour to ensure the festival does not cause a nuisance, annoyance or inconvenience to local residents. This has been demonstrated through the three previous festivals in the Crescent Park and Drumglass Park in 2009.

1. South Belfast Partnership Board will employ a security firm to provide adequate security cover for the marquee and during the festival.
2. The events and activities will be suitable for the targeted family audience.
3. A range of art work from an Art Competition in the South Belfast area, currently running in South Belfast News, will be on display.
4. It is proposed that the marquee will be erected in Drumglass Park on Friday 7 October and will be taken down on Sunday 9 October 2011.
5. Entry to the festival will be free of charge as will all the activities.
6. South Belfast Partnership Board and the Licensee will enforce a strict bar policy ensuring that patrons are limited to the amount of alcoholic that can be consumed. South Belfast Partnership Board has also stated that only beer, wine and soft drinks will be sold.
7. This application will be supported by an events plan and the event organisers will be required to resolve all operational, statutory and reinstatement issues to the council's satisfaction.
8. As before the Council and South Belfast Partnership Board will enter into an appropriate agreement based on advice from the Town Solicitor and Assistant Chief Executive.

3. Resource Implications

Financial

South Belfast Partnership Board has received significant funding for the festival and it is anticipated that all costs will be met through this funding. The council is asked to provide the venues for free.

Human Resources

It is not anticipated at this time that there will be additional Human Resource implications for the council other than officer time.

4. Good Relations and Equality Implications

None.

5.	Recommendations
	<p>It is recommended that committee grant authority for the initiatives including the sale of food and alcohol subject to satisfactory terms being agreed with the Director of Parks and Leisure and on condition that:</p> <ol style="list-style-type: none"> 1. the event organisers resolve all operational issues to the council's satisfaction; 2. an appropriate legal agreement prepared by the Town Solicitor and Assistant Chief Executive is completed; 3. the event organisers meet all statutory requirements including entertainment licensing; and 4. the event organisers ensure that all health and safety requirements are met to the council's satisfaction.
6.	Decision Tracking
	<p>City Park Manager South and West Belfast to inform the event organisers of the committee's decision by 2 October 2011.</p>
7.	Key to Abbreviations
	<p>None.</p>
8.	Documents Attached
	<p>None.</p>

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	High Hedges Fee Legislation
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Alan McHaffie, Woodland and Recreation Manager

1	Relevant Background Information
1.1	In December 2009, the Department of the Environment (DoENI) launched a consultation on the draft High Hedges Bill. A council response, to which the Parks and Leisure Department contributed, was prepared by Health and Environmental Services, and approved by the Health and Environmental Services Committee at its February 2010 meeting.
1.2	A High Hedges Bill was introduced in the NI Assembly on 26 April 2010 and the Bill received Royal Assent on 3 May 2011 becoming the <i>High Hedges Act (Northern Ireland) 2011</i> – to be made operational once subordinate legislation is in place.
1.3	The Act will provide a means of redress for people who are suffering because of a high hedge on a neighbour's land acting as a barrier to light, and will provide district councils with certain powers to deal with complaints about high hedges.
1.4	DoENI proposes the following subordinate legislation in order to make the High Hedges Act operational: <ul style="list-style-type: none"> • The <i>(Draft) High Hedges (Fee) Regulations (Northern Ireland) 2011</i>, and • The <i>(Draft) High Hedges (Fee Transfer) Regulations (Northern Ireland) 2011</i>.
1.5	The regulations will, in summary: <ol style="list-style-type: none"> (i) allow councils discretion to charge a fee for investigating high hedge complaints, and (ii) facilitate the transfer of the charge to 'hedge owners', meaning that hedge owners will bear the costs of investigation in cases where hedges are found to be a problem and a remedial notice takes effect.

2	Key Issues
2.1	<p>DoE NI is currently undertaking a public consultation on the proposed subordinate legislation, outlined above. The consultation documents are provided at Appendix 1.</p>
2.2	<p>With regard to the <i>(Draft) High Hedges (Fee) Regulations (Northern Ireland) 2011</i>, the consultation seeks views on the ‘maximum’ complaint fee that councils can charge for dealing with a high hedge complaint. With regard to the <i>(Draft) High Hedges (Fee Transfer) Regulations (Northern Ireland) 2011</i>, it seeks views on the mechanism of the ‘fee-transfer’ from the complainant to the ‘hedge owner’. The consultation also seeks views on impact assessments carried out by DoENI with respect to its proposals, in particular a partial Regulatory Impact Assessment.</p> <p>In summary, the consultation asks for responses to four questions:</p> <ol style="list-style-type: none"> 1. What should the maximum level of fee be? 2. Do you agree that the fee should transfer to the ‘hedge owner’ when remedial notice takes effect? 3. What circumstances should the Department prescribe for a refund of the ‘transferred fee’? 4. Are there any other comments which you would like to make on the proposals?
2.3	<p>Our consultation response will primarily be based on the response given by the Northern Ireland Chief Environmental Health Officers Group and from consultation with colleagues across the Council for approval by Members. This is provided at Appendix 2.</p>

3	Resource Implications
3.1	<p><u>Financial</u></p> <p>DoENI’s proposals mean that councils would charge complainants a fee (in order to cover the costs of dealing with the complaint, and to deter frivolous or malicious complaints). DoENI indicates that the amount would be likely to be close to the average currently charged in England and Wales, i.e. £320-£360 however 2 out of 8 Local Authorities we recently consulted with, in England and Wales offered a reduction in fees for people on certain types of means tested benefits, ranging from a 50% reduction to a £60 reduction in fee.</p> <p>A complainant would have any fee refunded if a remedial notice issued by a council took effect. At this point, the council may charge a fee to the ‘hedge owner’ to recover the refunded fee.</p> <p>DoENI indicates that councils will face a cost of administering the fee transfer mechanism, estimated at around £50 per case however DoENI expects that this will be covered by the fee charged to complainants (above).</p>

	<p>On average the Parks and Leisure Department receives 3 to 4 complaints concerning nuisance hedges every week from members of the public however based on information received from local authorities in England and Wales, they would process on average only 5 'formal' complaints per year. That said, a DoENI scoping consultation has estimated that there could be a backlog of 800 high hedge problem cases which will be required to be determined by district councils in the first 2 to 3 years that the legislation is in operation.</p> <p>3.5 In the interim, officers will undertake work to confirm the resource implications of the new regulations.</p> <p>3.6 <u>Human Resources</u> It is likely that, in order to discharge its new responsibilities, the Department will require additional resources. It is expected that activities directly associated with the regulations (such as travel, inspection, report writing and administration) will result in an increase in workload. Prior to the regulations becoming operational, time will be needed to establish the extent of any increase, and how it will be addressed.</p> <p>It is expected that there will be a need to train all officers involved in carrying out duties under the regulations. In its indicative timetable for delivery of the legislation, DoENI plans to finalise a range of guidance for councils and the public, and undertake training of council officials by mid-March 2012.</p> <p><u>Asset and Other Implications</u> None at this stage.</p>
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4	Equality and Good Relations Implications
4.1	<p>In the consultation documents, DoENI states that it has undertaken an equality impact screening of the regulations, and has concluded that "there is no adverse impact for any of the nine categories listed under Section 75". This has also been confirmed internally through consultation.</p> <p>DoENI also considers that its proposals are compatible with the Human Rights Act 1998.</p>

5	Recommendations
5.1	<p>Members are asked to:</p> <ul style="list-style-type: none"> (i) note the contents of this report; and (ii) approve submission of a final consultation response to DoENI, subject to any comments provided, by the deadline of 20 September. This would be with the proviso that the response is subject to full Council approval.

6	Decision Tracking
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Report to Committee in January 2012 providing an update on progress towards the draft regulations coming into operation.

7 | **Key to Abbreviations**

DoENI: Department of the Environment Northern Ireland

8 | **Documents Attached**

Appendix 1: Consultation Documents
Appendix 2: Draft Consultation Response

HIGH HEDGE FEE LEGISLATION – Consultation Response

The Department is unable to consider any views submitted anonymously. We would therefore be grateful if the following details could be completed.

***Name** **Belfast City Council**

***To enable responses to be analysed please indicate which category you fall in to:**

Hedge Owner	
Complainant	
Council	Belfast City Council Parks & Leisure Department
Other (Please specify)	

Address **Belfast City Council
Parks and Leisure Department
Adelaide Exchange
24 – 26 Adelaide Street
Belfast
BT2 8GD**

Telephone No. **028 90320202**

Email address mchaffiea@belfastcity.gov.uk

LIST OF CONSULTATION QUESTIONS

Q1 – What should be the maximum level of fee? Why?

Local government is facing a number of new burdens in a time of economic pressure and the principle of full cost recovery for any request for service is seen as desirable. To maintain simplicity in charging schemes the concept of a maximum fee that would discourage frivolous complaints whilst not discouraging justified complaints would appear reasonable.

A maximum fee of £350 would appear appropriate. This is calculated on the basis of 12 – 13 hours of staff resource, two statutory charges (@ £25 each + admin) and further administration in the transfer / refund of fees. The process in Northern Ireland will be more complex than in England and Wales where Wales have set £320 as the maximum fee and fees in England varied widely around an apparent mean.

The provision in Section 3 (1) (b) that allows councils discretion to waive the fee or determine other fees up to the prescribed maximum is supported.

Q2 – Do you agree that the fee should transfer to the ‘hedge owner’ when the remedial notice takes effect? Please give your reasons.

The principle that the ‘polluter pays’ has been long adopted as a principle. The existence of this legislation will provide an incentive to any hedge owner to ensure their hedges do not cause nuisance to their neighbours. Where that duty is neglected despite the existence of the legislation and despite reasonable attempts by the complainant to resolve the matter by negotiation, it is entirely appropriate that the hedge owner should bear the costs incurred.

There are some reservations about fee transfer in practice. For the fee to transfer Section 4 (3) has to apply in that the fee is first paid by the complainant, a remedial notice is issued by the council and the remedial notice takes effect after a period of at least 28 days. However where a notice is issued following investigation by local government, the owner may remove the hedge before the notice takes effect. In that situation the council will have incurred costs in investigation and issue of the notice, but the costs cannot be passed to the “polluter”, leaving the complainant to bear whatever costs are seen as appropriate. It is recommended that the fee should transfer to the hedge owner upon issue of the notice with appropriate safeguards for refund should appeal be successful.

In cases where a complaint is quickly settled and at minimal cost to the local authority, the discretion to refund all or part of the fee provided under Section 4 (2) (b) would be appropriate.

Q3 – What circumstances should the Department prescribe for a refund of the ‘transferred fee’?

Although Section 4 (5) (c) allows for regulations to be made for the refund of ‘transferred fees’, unless the fee transfer comes into effect (as recommended above) on service of the notice rather than when the notice comes into effect and could therefore be overturned on appeal, there would not appear to be a reason for refund of a transferred fee.

Q4 – Are there any other comments which you would like to make on the proposals contained in this consultation document?

It is noted that a council may waive charges, or charge a complainant a reduced fee in accordance with adopted policy, but may then transfer a fee of an amount up to the prescribed maximum to cover costs. This may be the correct course of action where the council wishes to take note of complainants’ own circumstances, but is likely to create dissent if the possibility is not made clear to hedge owners.

Outside the scope of the legislation there appears to be merit in instituting informal advisory processes (with appropriate fees as determined by the council) that commence before a formal complaint procedure is initiated. This may filter out those situations in which no formal action will be possible and thereby eliminate unnecessary administration issues for councils and complainants.

If notice is to be served on, or sent to, every owner and every occupier of the neighbouring land, (section 3.(4).b), that duty cannot be fulfilled unless the council has the ability to require information from an owner or occupier as to the names and addresses of those having an interest in the land. As an example of necessary powers, GB legislation contains provision for local authorities to serve a Requisition for Information under S.16 Local Government (Miscellaneous Provisions) Act 1976 prior to service of statutory notice in such cases. This power is not apparently available in Northern Ireland and the absence may frustrate the purposes of a council seeking to enforce the High Hedges Act.

A media awareness campaign to educate owners and landlords, including social landlords such as NIHE and Housing Associations of this new legislation and of obligations there under would appear indicated.

Charges for works carried out in default (S.12) may be recovered as a statutory charge, but there is no specific provision for recovery of transferred fees. Is it intended that this should be recovered as a civil charge?

A concern for councils in relation to this (and all enforcement) is the limitation in costs awarded to councils in Magistrate Court cases as laid out in Schedule 1 of the Magistrates' Courts (Costs in Criminal Cases) Rules (Northern Ireland) 1988 which limit costs to an amount not exceeding £75. Excess costs can therefore be a major burden for councils and cannot be recovered within the charging regime described in this consultation.

The legislation should make it clear that any fees charged under this section shall constitute a statutory charge. The primary legislation only refers to expenses and the remedial notice itself going on the Statutory Charges register.

It should be an offence not to pay any fees charged under the legislation.



PUBLIC CONSULTATION

HIGH HEDGES FEE LEGISLATION



2011

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Purpose of the Consultation

The purpose of this consultation is to seek your views on two sets of draft High Hedges regulations:

- The draft High Hedges (Fee) Regulations (Northern Ireland) 2011 - these Regulations prescribe the maximum complaints fee that councils can charge for dealing with a high hedge complaint; and
- The draft High Hedges (Fee Transfer) Regulations (Northern Ireland) 2011 - these Regulations prescribe the mechanism of the 'fee-transfer' from the complainant to the 'hedge owner'.

How to Respond

You are invited to respond to this consultation as soon as possible and no later than **5pm** on **20 September 2011** using the consultation response document provided (**Annex A**). There is no requirement to respond to all of the questions in this consultation but it is essential that you complete the required fields so that responses can be fully analysed.

In the interest of protecting the environment, where possible, the use of electronic means to view and respond to the public consultation is encouraged.

Responses to this consultation can be sent either:

by e-mail to hedges@doeni.gov.uk

or by post to:

Dr Jennifer Stewart
Department of the Environment
Environmental Policy Division
8th Floor, Goodwood House
44 – 58 May Street
Belfast
BT1 4NN

Should you have any enquiries please send them to hedges@doeni.gov.uk or telephone **028 9025 4822**.

Further Information

This document may be made available in alternative formats; please contact us to discuss your requirements. The Department's text **phone number 028 9054 0642** has been included to assist the hearing impaired.

An electronic copy of the consultation document and an electronic copy of the response form are available on the Department's website at http://www.doeni.gov.uk/high_hedges_2.htm

FREEDOM OF INFORMATION ACT 2000 – CONFIDENTIALITY OF CONSULTATIONS

The Department will publish a summary of responses following completion of the consultation process. Your response, and all other responses to the consultation, may be disclosed on request. The Department can only refuse to disclose information in exceptional circumstances. **Before** you submit your response, please read the paragraphs below on the confidentiality of consultations and they will give you guidance on the legal position about any information given by you in response to this consultation.

The Freedom of Information Act gives the public a right of access to any information held by a public authority, namely, the Department in this case. This right of access to information includes information provided in response to a consultation. The Department cannot automatically consider as confidential information supplied to it in response to a consultation. However, it does have the responsibility to decide whether any information provided by you in response to this consultation, including information about your identity, should be made public or be treated as confidential.

This means that information provided by you in response to the consultation is unlikely to be treated as confidential, except in very

particular circumstances. The Lord Chancellor's Code of Practice on the Freedom of Information Act provides that:

- the Department should only accept information from third parties in confidence if it is necessary to obtain that information in connection with the exercise of any of the Department's functions and it would not otherwise be provided
- the Department should not agree to hold information received from third parties "in confidence" which is not confidential in nature
- acceptance by the Department of confidentiality provisions must be for good reasons, capable of being justified to the Information Commissioner

For further information about confidentiality of responses please contact the Information Commissioner's Office (or see web site at: <http://www.informationcommissioner.gov.uk/>).

What happens next?

Following the closing date of the consultation, all responses will be analysed and considered. Before any Regulations can become law the Minister and the Assembly must scrutinise and approve them.

Introduction

1. Problems between neighbours about high hedges have given rise to a steady stream of correspondence to public representatives, and complaints received have generally centred on the fact that very little can be done at present to resolve the situation.
2. A High Hedges Bill was introduced in the Assembly on 26 April 2010 to provide a much needed means of redress for people who are suffering because of a high hedge on a neighbour's land. The Bill completed its Assembly passage before dissolution, receiving Royal Assent on 3 May 2011.
3. The legislation is designed to help people who are adversely affected by high hedges bordering their domestic property, acting as a barrier to light. A hedge must be formed wholly or predominantly by a line of two or more evergreen or semi-evergreen trees or shrubs; measure more than 2 metres from ground level; act as a barrier to light; affect residential property; and be growing on land owned by someone other than the person making the complaint. (N.B. it excludes single trees and deciduous hedges).
4. Both the primary (the Act) and subordinate (fee and appeals) legislation are required to provide the full operational regime so the Act cannot be commenced until the fee legislation is ready. As the proposed fee-transfer mechanism has not been consulted on, the Department is now seeking your views on the proposed Fee Regulations.

The need for fee legislation

5. The High Hedges Act (Northern Ireland) 2011 will give district councils certain powers to deal with complaints about high hedges which are having an adverse effect on a neighbour's enjoyment of their property through acting as a barrier to light.

6. Complaining to the council should always be a last resort and neighbours would be required to have made every effort to resolve the issue through, for example, discussion or mediation. If a council investigates a complaint relating to a high hedge and determines that there is an adverse affect on a neighbouring property, a remedial notice may be issued. The notice will specify what remedial action is required and the timescale for the action to be completed. It will also specify anything that needs to be done to prevent the problem recurring. The timescale will vary from case-to-case, depending on the height of the hedge (staged reduction in height may be necessary to avoid killing the hedge) and also to avoid the bird nesting season (if any birds are nesting in the hedge).
7. Complainants and 'hedge owners'¹ can, in certain specified circumstances, appeal to the Northern Ireland Valuation Tribunal against a local council's decision.
8. The High Hedges Act will allow councils the discretion to charge a fee for investigating a high hedge complaint. This fee is considered as payment for a service provided by the council in processing a complaint, investigating a complaint and making a decision on whether or not remedial action is required.
9. The Assembly and previous Environment Committee secured the following changes to the Bill:
 - The Department is required to legislate to limit the level of fee that can be charged by a council for dealing with a high hedge complaint;
 - A council will refund the fee paid by a complainant when a remedial notice takes effect; and
 - Regulations to be made to make provision for a council to then recover the fee from the 'hedge owner'.

¹ The term 'hedge owner' throughout this document means 'every owner and every occupier of the neighbouring land', a term used in the High Hedges Act (Northern Ireland) 2011

10. High Hedge legislation has been operating in England and Wales for several years. Fees in England for dealing with high hedge complaints can be as high as £650. The legislation was amended during its Assembly passage to require the Department to set a maximum level for any complaints fee.

What should be the maximum level of fee? Why? (See questionnaire/response form)

11. The Bill was also amended to allow legislation to be put in place to facilitate transfer of the fee to the 'hedge owner'. This means that the 'hedge owner' will bear the financial costs of the investigation in cases where the hedge was found to be causing a problem – in effect the person causing the problem bears the costs of alleviating the problem especially since they have had a chance to solve the problem before their neighbour made the formal complaint to the council.

Do you agree that the fee should transfer to the 'hedge owner' when the remedial notice takes effect? Please give your reasons. (See questionnaire/response form)

12. The section of the High Hedges Act (Northern Ireland) 2011 that deals with fees has been replicated below. The full legislation can be viewed at:

<http://www.legislation.gov.uk/nia/2011/21/contents/enacted>

Fees

4.—(1) The Department shall by regulations prescribe the maximum fee which may be determined by a council under section 3(1)(b).

(2) A fee received by a council under section 3(1)(b)—

(a) must be refunded by it where subsection (3) applies; and

(b) may be refunded by it in such other circumstances and to such extent as it may determine.

(3) This subsection applies where—

(a) a fee is paid to the council under section 3(1)(b) in connection with the making of a complaint to which this Act applies;

(b) a remedial notice is issued by, or on behalf of, the council in respect of the complaint; and

(c) the remedial notice takes effect.

(4) Regulations may make provision, in relation to a case where subsection (3) applies, for the payment to the council by any person who is an occupier or owner of the neighbouring land of a fee of such amount (if any) as the council may determine.

(5) Regulations under subsection (4) may in particular—

(a) provide for the fee not to exceed such amount as may be prescribed by the regulations;

(b) provide that, where two or more persons are liable to pay the fee, those persons are jointly and severally liable;

(c) provide for the fee to be refunded in such circumstances or to such extent as may be prescribed by, or determined in accordance with, the regulations.

13. Section 4(5)(c) of the Act allows the Department to prescribe circumstances in which a ‘hedge owner’s’ fee may be refunded.

What circumstances should the Department prescribe for a refund of the ‘transferred fee’? (See questionnaire/response form)

14. This consultation seeks your views on the draft High Hedges (Fee) Regulations (Northern Ireland) 2011 (attached at **Annex B**); the draft High Hedges (Fee Transfer) Regulations (Northern Ireland) 2011 (attached at **Annex C**) and the Impact Assessments, particularly the Regulatory Impact Assessment (attached at **Annex D**).
15. A list of consultees is attached at **Annex E**.

Human Rights Act

The Human Rights Act 1998 (“the 1998 Act”) gives further effect to rights and freedoms guaranteed under the European Convention on Human Rights. The 1998 Act makes it unlawful for a public authority, including the Department, to act in a way that is incompatible with these rights.

Under the High Hedges Act, provisions will allow persons in certain circumstances to enter private property both to examine high hedges and if needs be to carry out remedial works to high hedges. These “powers of entry” have implications for human rights i.e. the right to respect for private and family life (Article 8) and protection of property (Article 1 of the 1st Protocol). Nevertheless, on balance, the Department believes that the Act and associated proposed Fee Regulations are compatible with the Convention rights. The powers of entry and enforcement are considered necessary for the purposes of the high hedges legislation; are there for specific purposes; and are considered to be proportional. The encroachment on human rights in the circumstances covered by the provisions is therefore considered to be justified.

The Department therefore considers that its proposals are compatible with the European Convention on Human Rights as given effect by the Human Rights Act 1998.

The Human Rights Commission will receive copies of this document as part of this consultation. Any comments that the Commission might have will be carefully considered.

Equality Screening

Section 75 of the Northern Ireland Act 1998 requires that public authorities have due regard to equality issues in carrying out functions relating to Northern Ireland. An equality impact screening of the High Hedges Fee Regulations has been carried out; it has been concluded that there is no adverse impact for any of the 9 categories listed under section 75. A full equality impact assessment has not therefore been considered necessary.

Question	Is there any evidence of higher or lower participation or uptake by different groups?
Answer	No.
Question	Is there any evidence that different groups have different needs, experiences, issues and priorities in relation to the particular policy?
Answer	No.
Question	Is there an opportunity to better promote equality of opportunity or better community relations by altering the policy or working with others in government of the community at large?
Answer	No.
Question	Have consultations with relevant groups, organisations or individuals indicated that particular policies create problems that are specific to them?
Answer	No.

The Equality Commission will receive copies of this consultation document as part of the consultation exercise. We will take into account any comments that the Commission might have.

Rural-proofing

Rural Proofing is a process to ensure that all relevant Government policies are examined carefully and objectively to determine whether or not they have a differential impact in rural areas from that elsewhere, because of the particular characteristics of rural areas. Where necessary the process should also examine what policy adjustments might be made to reflect rural needs and in particular to ensure that, as far as possible, public services are accessible on a fair basis to the rural community.

Approximately 35% of the population of Northern Ireland live in rural areas. The Northern Ireland Statistics and Research Agency have defined such areas as settlements with a population of less than 4,500 (according to the 2001 census).

The Department has considered the draft Fee Regulations in relation to the rural community and has found no potential differential impacts. Based on the evidence from the 2005 and 2010 consultations and the correspondence the Department receives, high hedge problems primarily exist in urban areas.

Environmental Impact

The High Hedges fee legislation is not considered likely to have a significant environmental impact.

Regulatory Impact

A partial Regulatory Impact Assessment (RIA) is attached at **Annex C**.

We welcome your comments on any aspect of the impact assessments.

HIGH HEDGE FEE LEGISLATION – Consultation Response

The Department is unable to consider any views submitted anonymously. We would therefore be grateful if the following details could be completed.

***Name**

***To enable responses to be analysed please indicate which category you fall in to:**

Hedge Owner	
Complainant	
Council	
Other (Please specify)	

Address

***Postcode**


Telephone No.

Email address

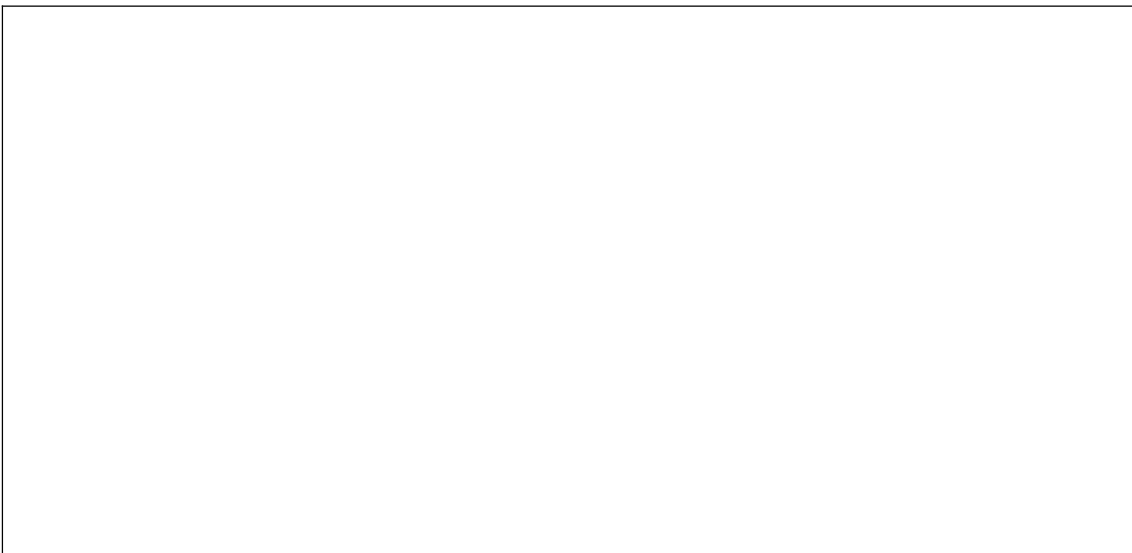
*** Required fields**

LIST OF CONSULTATION QUESTIONS

Q1 – What should be the maximum level of fee? Why?



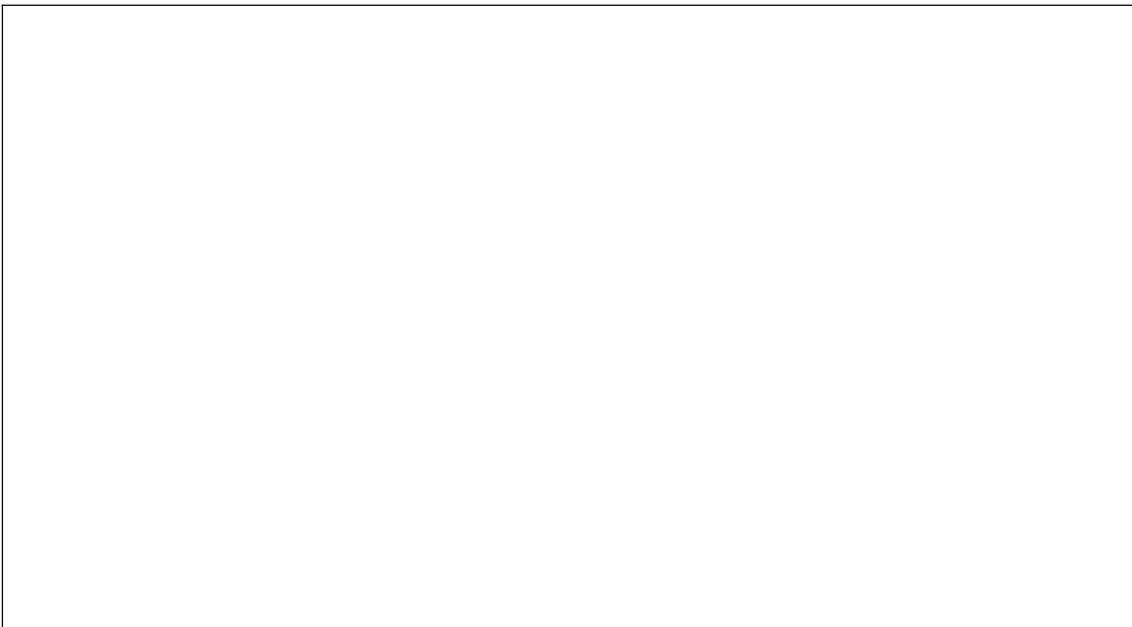
Q2 – Do you agree that the fee should transfer to the ‘hedge owner’ when the remedial notice takes effect? Please give your reasons.



Q3 – What circumstances should the Department prescribe for a refund of the ‘transferred fee’?



Q4 – Are there any other comments which you would like to make on the proposals contained in this consultation document?



[D R A F T] S T A T U T O R Y R U L E S O F N O R T H E R N
I R E L A N D

2011 No. []

ENVIRONMENT

HIGH HEDGES

The High Hedges (Fee) Regulations (Northern Ireland) 2011

Made - - - - - []

Coming into operation - []

The Department of the Environment makes the following Regulations in exercise of the powers conferred by section 4(1) of the High Hedges Act (Northern Ireland) 2011⁽¹⁾.

Citation and commencement

1. These Regulations may be cited as the High Hedges (Fee) Regulations (Northern Ireland) 2011 and come into operation on [].

Maximum fee

2. The maximum fee which may be determined by a council under section 3(1)(b) of the High Hedges Act (Northern Ireland) Act 2011 is £[].

Sealed with the Official Seal of the Department of the Environment on []

A senior officer of the Department of the Environment

⁽¹⁾ 2011 c.21 (N.I.)

EXPLANATORY NOTE

(This note is not part of the Regulations)

The High Hedges Act (Northern Ireland) 2011 gives local councils the power to deal with complaints about high hedges which are having an adverse impact on a neighbour's reasonable enjoyment of their property due to loss of light.

A complaint may be made by the owner or occupier of a domestic property if that person's reasonable enjoyment of the property is being adversely affected by the height of a hedge situated on land owned or occupied by another person.

A complaint must be made to the council in whose area the land on which the hedge is situated lies and must be accompanied by a fee determined by the local council (subject to a maximum amount prescribed in Regulations made by the Department of the Environment).

These Regulations prescribe that maximum amount.

Draft Regulations laid before the Assembly under the High Hedges Act (Northern Ireland) 2011, and subject to affirmative resolution of the Assembly.

[D R A F T] S T A T U T O R Y R U L E S O F N O R T H E R N
I R E L A N D

2011 No. []

ENVIRONMENT

HIGH HEDGES

**The High Hedges (Fee Transfer) Regulations (Northern Ireland)
2011**

Made - - - - []

Coming into operation - []

The Department of the Environment makes the following Regulations in exercise of the powers conferred by section 4(4) of the High Hedges Act (Northern Ireland) 2011⁽¹⁾.

Citation and commencement

3. These Regulations may be cited as the High Hedges (Fee Transfer) Regulations (Northern Ireland) 2011 and come into operation on [].

Payment of fee

2.—(1) In relation to a case where section 4(3) of the High Hedges Act (Northern Ireland) 2011 applies, any person who is an occupier or owner of the neighbouring land shall pay to the council a fee of such amount (if any) as the council may determine.

(2) Where two or more persons are liable to pay the fee, those persons are jointly and severally liable.

Level of fee

3. The fee determined by the council in accordance with regulation 2 must not exceed the maximum amount specified in regulation 2 (maximum fee) of the High Hedges (Fee) Regulations (Northern Ireland) 2011⁽²⁾.

Sealed with the Official Seal of the Department of the Environment on ***

A senior officer of the Department of the Environment

⁽¹⁾ 2011 c.21 (N.I.)

⁽²⁾ S.R. 2011 No. []

EXPLANATORY NOTE

(This note is not part of the Regulations)

The High Hedges Act (Northern Ireland) 2011 gives local councils the power to deal with complaints about high hedges which are having an adverse impact on a neighbour's reasonable enjoyment of their property by acting as a barrier to light.

A complaint may be made by the owner or occupier of a domestic property if that person's reasonable enjoyment of the property is being adversely affected by the height of a hedge situated on land owned or occupied by another person.

A complaint must be made to the council in whose area the land on which the hedge is situated lies and must be accompanied by a fee determined by the local council (subject to a maximum amount prescribed in Regulations made by the Department of the Environment).

The local council will investigate the complaint and if it decides that the height of the hedge should be reduced, the council will issue a Remedial Notice specifying the action required to alleviate the problem and prevent its reoccurrence.

Once the remedial notice takes effect, after processing of any appeals, the council will refund the complainant's fee (if any has been charged) and will then levy a fee on the owner/occupier of the neighbouring land.

These Regulations make provision for this 'fee-transfer' process.

Partial Regulatory Impact Assessment

Title of Proposal

1. High Hedges Fee Legislation

Purpose and intended effect of measure

(i) The objective

2. To accommodate the wishes of the Northern Ireland Assembly in relation to fees associated with High Hedge complaints.

(ii) The background

3. A High Hedges Bill was introduced in the Assembly on 26 April 2010 and completed its Assembly passage before dissolution, receiving Royal Assent on 3 May 2011.
4. The High Hedges Act (Northern Ireland) 2011 will give district councils certain powers to deal with complaints about high hedges which are having an adverse effect on a neighbour's enjoyment of their property through acting as a barrier to light. High Hedge legislation has been operating in England and Wales for several years.
5. Complaining to the council should always be a last resort and neighbours would be required to have made every effort to resolve the issue through, for example, discussion or mediation. If a council investigates a complaint relating to a high hedge and determines that there is an adverse affect on a neighbouring property, a remedial notice may be issued. The remedial notice will specify what remedial action is required and the timescale for the action to be completed. It will also specify anything that needs to be done to prevent the problem recurring. The timescale will vary from case-to-case, depending on the height of the hedge (staged reduction in height may be necessary to avoid killing the hedge) and also to avoid the bird nesting season (if any birds are nesting in the hedge).

6. A person wishing to make a formal complaint to their local council will be required to demonstrate that they have made reasonable attempts to resolve the problem with their neighbour before asking the council to investigate.
7. The High Hedges Act will allow councils the discretion to charge a fee for investigating a high hedge complaint. This fee is considered as payment for a service provided by the council in processing a complaint, investigating a complaint and making a decision on whether or not remedial action is required.
8. The Assembly and previous Environment Committee brought forward the following changes to the Bill:
 - The Department is required to legislate to limit the level of fee that can be charged by a council for dealing with a high hedge complaint;
 - A council will refund the fee paid by a complainant when a remedial notice takes effect; and
 - Regulations to be made to make provision for a council to then recover the fee from the 'hedge owner'¹.
9. High Hedge legislation has been operating in England and Wales for several years. Fees in England for dealing with high hedge complaints can be as high as £650. The legislation was amended during its Assembly passage to require the Department to set a maximum level for any complaints fee. This maximum fee will be set at a level to cover the council's investigative costs and issuing of a remedial notice, if necessary, and will be determined after public consultation and discussion with councils.

¹ The term 'hedge owner' throughout this document means 'every owner and every occupier of the neighbouring land', a term used in the High Hedges Act (Northern Ireland) 2011

10. Complainants and 'hedge owners' can, in certain specified circumstances, appeal to the Northern Ireland Valuation Tribunal against a local council's decision.
11. Based on the 2005 scoping consultation, we estimate that there could be a backlog of 800 hedge problem cases which would be required to be determined by the councils in the first 2-3 years that the legislation is in operation. These would be spread across Northern Ireland.
12. Once the backlog of complaints has been dealt with, it is anticipated that a much smaller number of new cases will arise each year.

(iii) Risk assessment

13. Without legislation being brought forward by the Department and the consequent involvement of local councils in high hedge disputes, more people would suffer loss of amenity as the number of high hedge disputes would continue to grow. The negative impacts of such disputes can include the reduction in the value of the affected property.
14. There is evidence from both the 2005 scoping consultation and 2010 consultation on the draft Bill, and from the correspondence that the Department receives on the subject (approximately 20 enquiries per month) that, in cases where no resolution is in sight, disputes can escalate. Recent correspondence indicates that people are becoming frustrated at the lack of a solution to their problems.
15. Without a legislative basis from which to solve high hedge problems, an increasing burden may well arise, especially for public sector organisations and advice agencies, in dealing with the consequences of disputes; even then this may not lead to their resolution.
16. MLAs expressed their concern that there could be significant variation in the level of discretionary complaints fee levied by local councils. For this reason the High Hedges Bill was amended to require a legislative

maximum for this discretionary fee. The risk of not implementing this legislation is that fees, if levied, could be excessively high in some council areas. In addition, only partial commencement of the Act could take place since section 4(1) requires the Department to introduce this legislation.

17. MLAs also expressed concern that the complainant would still have to pay the complaints fee (if levied by the council) rather than the 'hedge owner', even if their complaint was upheld. They amended the Bill to refund the fee to the complainant and to allow subordinate legislation to be put in place to allow any such fee to be 'transferred' to the 'hedge owner', in cases where a remedial notice takes effect. The risk of not fully implementing this legislation is that the wishes of the Assembly would not be implemented and that the council would have to bear the costs of dealing with high hedge complaints in cases where a remedial notice takes effect.

Options

18. The '**Do Nothing**' option was considered in the Regulatory Impact Assessment² to accompany the High Hedges Bill when it was introduced to the Assembly. Therefore this option will not be repeated here as the proposed changes to the fee mechanism do not alter the original decision to proceed with the primary legislation. The following two options, focusing on the proposed High Hedges Fee Legislation, will be considered as part of this regulatory impact assessment:

Option 1: Partial commencement of the High Hedges Act

19. This would involve commencing the Act without sections 4(4) and 4(5). In effect, this would mean commencing the legislation without the 'fee transfer' legislation but legislation would be put in place to limit the level of discretionary complaints fee that councils can levy. Councils would also

² Available on the DOE website at http://www.doeni.gov.uk/high_hedges_bill_as_introduced_to_the_assembly_-_regulatory_impact_assessment.pdf

be required to refund any such fee in cases where a remedial notice takes effect.

Option 2: Commence the High Hedges Act in full

20. This would involve commencing all of the High Hedges Act and would require the Department to put in place legislation to limit the level of discretionary complaints fee that councils can levy as well as legislation to allow this fee to be transferred to the 'hedge owner' in cases where a remedial notice takes effect.

Benefits

21. Both options will provide a means of resolving existing high hedge problem cases and any that might arise in the future. The council will have the discretionary power to levy a fee to investigate a high hedge complaint. This fee would be to cover the costs of providing a service to the complainant and providing the benefit of a solution to a high hedge dispute.

22. The difference between the two options relates to fees and who pays the council's costs associated with investigating a high hedge complaint. Legislation will limit the level of fee that can be levied by a council to investigate a complaint – the benefit of this is that high hedge fees will not be excessive.

23. It is anticipated that the implementation of the legislation will encourage people to maintain their hedges at a reasonable height, which preserves their amenity and that of their neighbours. Consequently the number of hedge disputes should decline. This has proven to be the experience in England and Wales since the implementation of high hedge legislation.

24. A reducing number of disputes would yield economic benefits in the longer term. Dealing with such disputes through the formal complaints procedure in the legislation could be less costly than maintaining the current

arrangements. There would be **environmental and social** benefits in terms of improved amenity for complainants and possibly improved relationships amongst neighbours. A clear and transparent procedure and an impartial adjudicator, in the form of the local council, would offer householders (both complainants and 'hedge owners') assurance and certainty that a fair resolution could be achieved. This might help to make disputes less confrontational. It is impossible to quantify such benefits.

Option 1

25. The complainant would have the complaints fee (if any has been levied) refunded if a remedial notice issued by the council takes effect.

Option 2

26. The main benefit of this option is that a council would be able to recover a fee from the 'hedge owner' for investigating a high hedge complaint in cases where a remedial notice has taken effect and the complainant had their fee refunded. This would mean that the council is less likely to be 'out-of-pocket'.

27. A further benefit is that the possibility of the 'hedge owner' having to pay a fee to the council, in addition to the costs associated with performing any required remedial action, may act as motivation to try to resolve the problem with the complainant before a formal complaint is made to the local council.

Business sectors affected

28. Groups affected by the new high hedge fee proposals are:

- Householders/landowners – that is owner/occupiers and tenants on both sides of the hedge, including any business on whose land a problem hedge, bordering a domestic property, is growing.
- Landlords – including local councils, housing associations, co-operatives and private letting agencies.

- Local councils – responsibility for administering complaints about high hedges under the High Hedges Act will lie with district councils in Northern Ireland.

Costs

29. It is anticipated that the estimated caseload of 800 outstanding cases will be resolved in the first three years that the high hedges legislation is in operation. The total costs have, therefore, been divided by three to derive an initial annual estimated cost. Once the backlog has been resolved, however, fewer new hedge complaints should arise. The annual cost is, therefore, expected to be lower in future years.

30. Based on the telephone calls received by the Department, describing specific high hedge problems, it is estimated that 75% of complaints could result in a remedial notice taking effect.

31. It must be stressed that the costs outlined below are uncertain, given that they are based on assumptions about both the volume of outstanding complaints and future events. These costs do not take account of reduced fees that councils may decide to offer.

Option 1 – Partial commencement of the High Hedges Act

Complainants

32. If the High Hedges Act is partially commenced (requiring the Department to limit the level of complaints fee and requiring councils to refund any such fee to the complainant when a remedial notice takes effect), owners or occupiers of a property affected by a high hedge would pay a fee to their local council to deal with the complaint. The purpose of the fee is for the local councils to recover their costs and also have the effect of deterring frivolous or malicious complaints.

33. Within the limit set by the Department, it will be for each local council to determine whether to charge a fee; whether to set different rates for

different groups of people; and whether any refund should be allowed. Since MLAs expressed concern that fees in England can be as high as £650, it is likely that the limit in Northern Ireland will be closer to the average fee charged in England and Wales (£320-£360) but the limit will have to be set at a level to enable councils to recover the costs of dealing with a high hedge complaint.

34. The complainant will have any fee refunded if a remedial notice issued by the council takes effect (*i.e.* after any appeals have been processed).

'Hedge Owners'

35. No additional cost beyond meeting the costs of any remedial action that might be required under the legislation².

Local Councils

36. The average cost of investigating a high hedge complaint was estimated to be around £320 to £360².

37. If a remedial notice issued by a council takes effect, with this option, the council would have to refund the fee paid by the complainant and would not be able to recover any costs associated with the investigation. The council (and ratepayers generally) will bear the cost of dealing with high hedge complaints.

38. Local councils are expected to have to deal with around 800 cases in the first 3 years that the legislation is in operation. Once these are settled, however, the continuing caseload should be much smaller. On this basis, the total cost to local councils of administering these complaints would be between £256,000 and £288,000 over 3 years. This represents an annual cost in the region of £85,000 to £96,000. Councils will be able to recoup some of these costs since the complaints fee is not required to be refunded in cases where a remedial notice has not taken effect (in an estimated 25% of cases).

Option 2 – Commencement the High Hedges Act in full

Complainants

39. If the High Hedges Act is commenced in full (requiring the Department to limit the level of complaints fee, requiring councils to refund any such fee to the complainant when a remedial notice takes effect and giving the councils a mechanism to levy a fee on the 'hedge owner'), owners or occupiers of a property affected by a high hedge would pay a fee to their local council to deal with the complaint. The purpose of the fee is for the local councils to recover their costs and also have the effect of deterring frivolous or malicious complaints.

40. Within this maximum, it will be for each local council to determine whether to charge a fee; whether to set different rates for different groups of people; and whether any refund should be allowed. Since MLAs expressed concern that fees in England can be as high as £650, it is likely that the limit in Northern Ireland will be closer to the average fee charged in England and Wales (£320-£360) but the limit will have to be set at a level to enable councils to recover the costs of dealing with a high hedge complaint.

41. The complainant will have any fee refunded if a remedial notice issued by the council takes effect (*i.e.* after any appeals have been processed).

'Hedge Owners'

42. In addition to meeting the costs of any remedial action that might be required under the legislation², the council may charge a fee to the 'hedge owner' when a remedial notice takes effect. This fee would be to cover the council's costs associated with investigating the complaint.

Local Councils

43. The average cost of investigating a high hedge complaint was estimated to be around £320 to £360².

44. If a remedial notice issued by a council takes effect, with this option, the council would have to refund the fee paid by the complainant and would then be able to recover a fee from the 'hedge owner'.
45. Local councils are expected to have to deal with around 800 cases in the first 3 years that the legislation is in operation. Once these are settled, however, the continuing caseload should be much smaller. On this basis, the total cost to local councils of administering these complaints would be between £256,000 and £288,000 over 3 years. This represents an annual cost in the region of £85,000 to £96,000. Councils will be able to recoup some of these costs by charging a fee to the 'hedge owner' when a remedial notice takes effect and in cases where a remedial notice does not take effect, the complainant will pay the fee (paid at the time of making the complaint).
46. The council will face the additional cost of administering the fee transfer mechanism – receive an initial complaints fee from the complainant, refund this fee if a remedial notice takes effect and then charge a fee to the 'hedge owner', registering this as a Statutory Charge, if necessary. It is estimated that this administrative work could cost in the region of £50 per case.

Fees

47. Local councils will be able to charge complainants a fee for determining these complaints.
48. Local councils' total costs in administering complaints (currently estimated to be £256,000 to £288,000 in the first 3 years) would be unchanged. But who would foot the bill would vary. For example, if the maximum fee is set to cover half these costs, the remaining £128,000 to £144,000 would be met by the local government budget.
49. It is for each local council to decide what, up to the maximum, they charge for this service. Under the example above, therefore, they could choose

whether to pass on the full £128,000 to £144,000 cost to complainants or whether council taxpayers should fund a portion.

Summary of annual costs, assuming 75% of complaints result in an effective remedial notice

	Option 1	Option 2
Complainants	£21,000 to £24,000	£21,000 to £24,000
Hedge Owners	No additional costs beyond the costs associated with any remedial and preventative action	£64,000 to £72,000 (in addition to the costs associated with any remedial and preventative action)
Local Councils	£64,000 to £72,000	£10,000 (administering the fee transfer mechanism)
TOTALS	£85,000 to £96,000	£95,000 to £106,000

Impact on Small Business

50. A high hedge must be causing an adverse impact on the reasonable enjoyment of a domestic property. Whilst a small business could own the land on which the problem hedge is growing, it is likely that the impact on small businesses will be minimal as the number of businesses neighbouring domestic properties is expected to be low.

Enforcement and Sanctions

51. If a 'hedge owner' fails to pay any fee required by the council, the council may decide to register this as a Statutory Charge.

Monitoring and Review

52. After two years of operation it is proposed to seek the views of councils as to how the legislation is operating.

Consultation

53. Over 100 responses were received during the 2010 public consultation on the draft High Hedges Bill. The vast majority were supportive of the policies proposed. The fee transfer legislation was not included in this consultation and will be the subject of public consultation prior to commencement of the High Hedges Act. This partial Regulatory Impact Assessment will form part of the public consultation on High Hedges Fee legislation.

Summary and Recommendation

54. The costs and benefits of the options are summarised below:

Summary of costs and benefits

Option	Annual Cost	Benefits
1. Partial commencement of the High Hedges Act	£85,000 to £96,000	Method of resolving high hedge disputes
2. Commence the High Hedges Act	£95,000 to £106,000	Method of resolving high hedge disputes Council can recover fee from the 'hedge owner' in cases where a remedial notice takes effect.

55. Option 2 is recommended as offering the most effective means of minimising hedge disputes and reducing the financial burden placed on local councils and the public purse.

Declaration

“I have read the Regulatory Impact Assessment and I am satisfied that the benefits justify the costs.”

Signed

Date.....

Minister for the Department of the Environment

Contact Point

Dr Jennifer Stewart

Environmental Policy Division

8th Floor Goodwood House

44-58 May Street

BELFAST

BT1 4NN

Tel: 028 9025 4918

E-mail: hedges@doeni.gov.uk

List of Consultees

The following is not an exhaustive list, but is indicative of the types of organisations consulted.

Environment Committee

Department's statutory list of consultees

Section 75 Consultees

District Councils

Government Departments

Other Statutory Agencies & Bodies

Education

Health and Social Services

Environment Groups

Respondents to the 2010 consultation on a draft High Hedges Bill

Members of the public who have asked to be kept informed.



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Regional Development Programme – Cave Hill Paths
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Anne Reid, Countryside Officer Fintan Grant, City Parks Manager (North)

1.	<p>Relevant Background Information</p> <p>The Committee is reminded that at its meeting in August 2010 it was informed that an application had been submitted to the Rural Development Programme for funding to promote access and recreation within the Belfast Hills. The purpose of this report is to update Members' on the current position.</p> <p>The current position is that the council in partnership with BHP, UWT and NT has submitted applications in August 2010. These applications related to Rural Development Programme (RDP) 2007-2013, Axis 3 – Improving the quality of life in rural areas and diversifying the rural economy; one application has been made under the sub heading Axis 3.3, Encouragement of Tourism Activities, and the other under Axis 3.6, Conservation and Upgrading of the Rural Heritage.</p> <p>The application submitted under Axis 3.3, Encouragement of Tourism Activities was submitted in April 2011 for approximately £250,000 is currently being considered. Belfast City Council will benefit from £65,000 of this:</p> <ul style="list-style-type: none"> • Create a new pedestrian path to be constructed through the quarry area which will link the Estate Trail to the Cave Hill Trail. Currently this is a well used desire line for visitors to the site wishing to reduce the time and distance of their walk. A new pedestrian path incorporating steps in some of the steeper gradients would allow for easier movement throughout the site and prevent erosion. • Develop a new path through Ligoniel Park. This will create a new walking route linking Ligoniel Dams, Ligoniel Park and Cave Hill Country Park and provide a quality walk through sections of Belfast Hills.
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	<ul style="list-style-type: none"> • Develop the sport of orienteering within Cave Hill Country Park (CHCP) by creating new routes. • Erect data counters to establish user numbers for CHCP. <p>The application submitted under Axis 3.6, Conservation and Upgrading of the Rural Heritage, has been successful and approximately £56,000 has been awarded. Belfast City Council will benefit from £34,000 of this.</p> <ul style="list-style-type: none"> • £30,000 will upgrade the pedestrian path from McArt's Fort down to the cattle grid on the eastern side of the Cave Hill. This is the final stretch of pathway which will complete a continuous network from Belfast Castle around the Estate Trail to the summit of Cave Hill. With the increasing number of tourists and visitors to the site, a new single track would guide walkers to the summit, prevent erosion and enhance the area. • £4,000 has been set aside to create heritage interpretation panels; these will be located at Ballyhagan fort and Carrs Glen. <p>Members should note that these projects are included in the Cave Hill Country Park Action Plan 2007-2011 and would contribute to achievement of the 2010-2011 plan, specifically with respect to contributing to the protection and promotion of Belfast Hills and Lagan Valley Regional Park, and maintaining the path infrastructure within our parks and open spaces.</p>
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<p>2.</p>	<p>Key Issues</p>
	<p>The key issues for the Committee to note are:</p> <ol style="list-style-type: none"> 1. The application under Axis 3.3 is under consideration, with a decision expected in the autumn 2011; 2. The application under Axis 3.6 has been successful and as a result the Council will be able to upgrade the path network and erect interpretation panels within its estate; 3. To draw down the funds the council is required to enter into a deed of dedication with DARD/RDP which will require the Council to retain the land for which grant aid has been sought for a period of 10 years; with associated management costs and a potential claw back clause should the Council default on the agreement; 4. In advance of the deed of dedication DARD/RDP require that the Council enter into a Development Management agreement as the vehicle for the delivery of the deed of dedication upon practical completion of the works. 5. Although the works are being funded externally owing to their nature they are considered to be capital and should be included within the capital programme and subject to the Gates Review process; 6. The committee will be required to make recommendation to Strategic Policy and Resources for inclusion in the capital programme.

3.	Resource Implications
	<p><u>Financial</u> This scheme is on the capital programme subject to the receipt of grant funding.</p> <p>It is anticipated that the maintenance liability will be minimal and the paths will be included as part of the ongoing inspection regime. The budget for maintaining the area exists within current revenue estimates.</p> <p><u>Human Resources</u> There are no additional human resource implications.</p> <p><u>Asset and Other Implications</u> Completion of these projects would build linkages across the hills and attract greater numbers of visitors to the area. Interpretive signage will provide information on the wealth of history attributed to the area.</p>
4.	Equality Implications
	There are no equality implications.
5.	Recommendations
	<p>It is recommended that the Committee:</p> <ol style="list-style-type: none"> 1. Note the content of the reports; 2. Agree that the council enter a deed of dedication for a period of 10 years through an appropriate development agreement in line with the requirements of DARD/RDP subject to approval to same from Strategic Policy and Resources Committee in accordance with Standing Orders 46 and 60; 3. Agree to recommend to Strategic Policy and Resources that the schemes be included on the Council's capital programme.
6.	Decision Tracking
	The decision will be implemented by the Countryside Officer.
7.	Key to Abbreviations
	<p>DARD: Department of Agriculture and Rural Development RDP: Rural Development Programme BHP: Belfast Hills Partnership UWT: Ulster Wildlife Trust NT: National Trust</p>
8.	Documents Attached
	None.

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Belfast City Council

Report to:	Parks and Leisure Committee.
Subject:	Conservation Volunteers Big Green Weekend
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Rose Crozier, Assistant Director of Parks and Leisure

1	Relevant Background Information
1.1	The British Trust for Conservation Volunteers (BTCV) is a charity which was set up in 1959, and has a successful history of environmental conservation volunteering throughout the UK and around the world. Conservation Volunteers is the Northern Ireland operating name for BTCV.
1.2	Conservation Volunteers are the leading environmental volunteering charity with 28 years of experience of working with people across NI each year to enhance and protect our natural environment. To date they have worked with over 21.000 people in the region. The head office is in Belfast where they deliver a busy timetable of Conservation Action Team tasks, Environmentally Active Citizens and Green Gym projects. With Belfast City Council being a major land owner they have worked in partnership with the Council on a number of projects in recent years.
1.3	Their most significant project is the Ballysillan Community Garden and Allotment project, engaging people in North Belfast who have experienced long term health and social disadvantage in regular practical tasks for personal, community and environmental benefits. They also work on small projects in Ormeau Park completing seasonal projects with the Saturday Green Gym Project, Victoria and Orangefield Parks, and Cregagh Glen through the Connswater Project. In 2008 their Conservation Action Team completed access repair, drainage improvement and a native planting project on a section of Cavehill.
1.4	Conservation Volunteers have requested the use of Ormeau Park for a Big Green Weekend event in Belfast. The Big Green Weekend, 21st - 23rd October, is a new event which encompasses BTCV Green Hero Awards, showcases their UK and international work and provides a platform to engage with new people and raise funds. The letter of request is attached at Appendix 1.

1.5	The weekend kicks off with the Annual Green Hero Awards, RBS Bishopsgate London. On Saturday and Sunday there will be 9 UK volunteering events in key locations (London, Chester, Manchester, Kent, Belfast, Edinburgh, Essex, Leeds, Hull) and 9 European volunteering events (Greece, France, Romania, Holland, Italy, Estonia, Bulgaria, Iceland, Germany) celebrating 'all things green'.
1.6	Green Hero Awards are the annual UK wide awards recognising outstanding contribution made by individuals and groups across 7 categories. This year Conservation Volunteers are delighted that the Ballysillan Community Garden and Allotment Project has won the Partnership of the Year Award. This award recognises the contribution of Belfast City Council, Ballysillan Allotment Holders, Salvation Army and Belfast Conservation Volunteers Team in getting this project off the ground, overcoming a number of hurdles to make it a success in just 18 months. Working together this partnership has established a valuable community resource within the heart of North Belfast.

2	Key Issues
2.1	<p>Big Green Weekend Belfast Event - Ormeau Park Sunday 23 October 12 - 3pm will comprise:</p> <ul style="list-style-type: none"> • a family fun day with a combination of volunteering opportunities (identified in partnership with the Park manager), environmental education activities, information stands and product stalls. • a bulb planting activity offering people a taster of what's involved with environmental volunteering, helping them to connect with their local park and green space. • the event will help to continue building relationships with Belfast City Council as Conservation Volunteers plan to use this as the first of a series of volunteering events in our City parks offering follow-up opportunities over the next 6 months to help sustain interest. • a number of external organisations who have a link to environmental issues and sustainable living will be involved in the event including DOE Rethink Waste providing composting at home demo and prizes, cycle skills and bike safety for kids, Conservation Volunteers Allotment holders with their local organic produce, Healthy Eating Model Health Trust Dietetic Services, local produce cooking demo from Avoca Head Chef and TidyNI recycling demonstration. • the event will be free to enter with a number of stalls selling related products for fundraising purposes, e.g. window, nesting and herb boxes. These stalls will also have an interactive element where Conservation Volunteers will have prepared templates which people can pay to make their own, seed harvest workshops and environmental education activities for children. • this application will be supported by an event plan and will be subject to the organisers working with council officers and meeting all statutory and legal requirements • organisers will also be required to reinstate all council property to its original state after use.

2.2	<p>There are a number of important Green Hero dates over the next two months.</p> <ul style="list-style-type: none"> • Friday 30 September - BTCV media team will be at Ballysillan to film the project. This will be edited to a 3-5 minute clip to bring the project to life at the National Awards, linked into BTCV's website, blog and facebook, and available to partner organisations for their use. • Friday 7 October - 3.00 - 4.30pm. Conservation Volunteers Annual Awards at Clandeboye Estate. Every year BTCV recognise the commitment and training achievements of volunteers across Northern Ireland, as well as presenting their Green Hero Awards. • Friday 21 October - BTCV National Green Hero Awards, RBS Bishopsgate London. All National winners attend this celebration. <p>Conservation volunteers would be delighted if the Committee Chair and Director or their nominees were available to attend the above events.</p>
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3	Resource Implications
3.1	<p><u>Financial</u> The cost of attendance at the events would be in the region of £400 and is provided for in revenue budgets.</p>
3.2	<p><u>Human Resources</u> There are likely to be some additional staffing and planning implications which should be able to be accommodated through our normal event management process.</p>
3.3	<p><u>Asset and Other Implications</u> Organisers will reinstate Council property to its original state after use.</p>

4	Equality and Good Relations Considerations
4.1	<p>The partnership working and planned events raises the profile of environmental volunteering in local green spaces. It is especially aimed at families and will build partnerships to ensure these opportunities are sustained and are as accessible as possible.</p>

5	Recommendations
5.1	<p>The Committee is asked to note the request from the Conservation Volunteers and grant approval subject to:</p> <ul style="list-style-type: none"> • final agreement on the specifics of the event with Parks management • an event management plan for all activities planned including health and safety requirements; • an appropriate legal agreement to be prepared by the Town Solicitor and Assistant Chief Executive. <p>The Committee is asked to note the key dates outlined in September and October 2011 and agree that the Committee Chair and Director or their nominees attend as appropriate.</p>

6	Decision Tracking
Parks section Officer responsible: Community Park Manager and City Park Manager. Actions to be completed by: October 2011.	
7	Key to Abbreviations
BTCV British Trust for Conservation Volunteers	
8	Documents Attached
Appendix 1 - Letter from Conservation NI	



Conservation
Volunteers
Northern Ireland



Beech House. 159 Ravenhill Road, Belfast. BT6 0BP. 9064 5169 www.cvni.org.uk

8th August 2011

Dear Rose

As I mentioned briefly when speaking to you at Wednesdays celebration event I would like the opportunity to meet with you to formally request permission for the use of Ormeau Park for our Big Green Weekend event and discuss potential ways of linking this to your strategic objectives.

Big Green Weekend is three fun filled days to celebrate all things green. There are events taking place across UK and Europe to showcase BTCV's / Conservation Volunteers Northern Irelands work, get people involved in the great outdoors and raise funds. Volunteers in nine key UK towns and cities will take part in volunteering sessions at the same time as volunteers in nine European countries including Iceland, Italy, Estonia, Greece and Holland.

Conservation Volunteers proposal is to use Ormeau Park on Sunday 23rd October as one of the nine key events, forming part of our European Year of Volunteer 2011 celebrations and our ongoing Carbon Army Campaign. The event will be a family fun day with environmental volunteering, healthy lifestyle demonstrations and various stalls.

Our annual Green Hero Awards will kick off our Big Green Weekend with an award ceremony for National Winners at the RBS Bishopsgate London, Friday 21st October. Conservation Volunteers are delighted to be the Partnership of the Year winners with the Ballysillan Community Garden and Allotment project. We would like to invite the Belfast City Council Committee Chair and Director or their nominees to attend this event. We would also like to extend this invite to our local Annual Award event on Friday 7th October at Clandeboye Estate and a photo and film opportunity at Ballysillan site on Friday 30th September.

I will follow this email with a phone call to your PA to discuss suitable dates.

Kind regards

Dianne Keys
Senior Manager Health & Community

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Support for Sport Development Grants
Date:	15 September 2011
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Claire Moraghan, Sports Development Officer

1.0	Relevant Background Information
	<p>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.</p> <p>The purpose of this report is to inform Members of the decision taken by the Director of Parks and Leisure under delegated authority regarding Support for Sport small development and hospitality applications received during August 2011.</p>

2.0	Key Issues
	<p>The Director and relevant officer met on Thursday 1 September to discuss small development and hospitality grants.</p> <p>The small development applications (delegated authority August) are listed in Appendix 1, the hospitality grants (delegated authority August) are listed in Appendix 2.</p> <p>Detailed applications are held in the Parks and Leisure Department and can be viewed by Members on request.</p>

3.0	Resource Implications				
	<p><u>Financial</u> The table below indicates the amounts allocated from the 2010/2011 budget.</p>				
	Area	Total available	Allocated to date	Proposed allocation for July/August	Remaining after allocation
	Small Development	£120,000	£60,658	£6,221	£53,121
	Hospitality	£31,000	£27,235	£1,600	£2,165

4.0	Equality and Good Relations Implications
	<p>All applications have been assessed in line with the current Support for Sport scheme.</p> <p>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.</p>

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

6.0	Decision Tracking
	Sports Development Officer to arrange the award of all Support for Sport small grants by 30 September 2011.

7.0	Key to Abbreviations
	None.

8.0	Documents Attached
	<p>Appendix 1: Small Development Applications August 2011</p> <p>Appendix 2: Hospitality Applications August 2011.</p>

Appendix 1 Support for Sport Small Development Grants September 2011

ID	Club/Organisation	Activity details	Amount recommended	Recommendation and reason	Breakdown
D-691-12	Belfast Hussars Basketball Club	Belfast Hussars is a new basketball team set up by a group of Polish nationals. They aim to integrate ethnic minorities with local communities through basketball and sport events.	£ -	Deferred pending further information on activity.	
D-692-12	Andersonstown Tigers Basketball Club	Coach Education courses for level 1 Basketball & 8 coaches going through Safe Guarding Children. They also will run taster sessions in September offering children the opportunity to try basketball and providing activity classes, spin and healthy eating f	£ 978.00	Support to a maximum of £978 of eligible costs	Coaching Costs: £600 Coach Education: £80 Facility Hire: £300 Marketing Costs: £350 Total: £1330- 75%= £978
D-693-12	Ballysillan Gymnastics Club	Coach Education: 6 young members wish to do Gymnastics Award Scheme Coach Certificate in the hope of going onto their level 1's after 12 months experience has been gained. More senior coaches wish to go through levels 1&2 in Acrobatic gymnastics.	£ 503.00	Support to a maximum of £503 of eligible costs	Coach Education: £670 Total: £670-75%= £503
D-694-12	NI Football Tennis Club	A new sport to Northern Ireland established in Prague in 1922. The club wish to host tournaments in Shankill Leisure Centre attracting new members and also foreign nationals to take part.	£ 1,250.00	Support to a maximum of £1000 of eligible costs + £250 Equipment Grant	Facility Hire: £1333 Total: £1333-75%=£1000 + £250 Equipment.
D-695-12	Lower Ormeau Residents Action Group	Coach education and club development training courses for workers, coaches, residents and local sports clubs. Courses include First Aid, Child Protection and Skills for Sport.	£ 994.00	Support to a maximum of £994 of eligible costs	Coach Education: £1275 Marketing Costs: £50 Total: £1325-75%=£994 Ineligible costs: Facility Hire as it is own premises.
D-696-12	Suffolk Lenadoon Interface group	Family Fitness sessions of swimming and yoga at Andersonstown, Horn Drive and Suffolk Community Centres. The aim is to tackle health concerns in the area especially obesity and mental well being. The family yoga will seek to have cross community participation from both community centres.	£ 855.00	Support to a maximum of £855 of eligible costs	Coaching Costs: £450 Facility Hire Charges: £540 Marketing: £50 Transport within Belfast: £100 Total: £1140-75%=£855

Appendix 1 Support for Sport Small Development Grants September 2011

ID	Club/Organisation	Activity details	Amount recommended	Recommendation and reason	Breakdown	
D-697-12	Short Strand Drug Awareness Group	The group wish to establish a soccer academy for the young people of Short Strand using sport as an alternative to drugs and substance misuse. They will be targeting 40 young people from 11-15 years for a 12 week soccer programme using qualified coaches.	£ 1,000.00	Support to a maximum of £1000 of eligible costs + £250 equipment costs.	Coaching Costs: £960 Facility Hire: £323 Marketing:£50 Total: £1333-75%=£1000 =£250 Equipment	
D-698-12	Belfast Ladies Netball Club	Governing Body Coaching Awards - Level 2 Netball, First Aid & Defribulator Course	£ 641.00	Support to a maximum of £641 of eligible costs + £250 equipment costs.	Coach Education Costs: £855 Total: £855-75%=£641	
Total Amount allocated		£60,658	Total Allocated September	£6,221	Overall Total	£66,879

ID	Club/Organisation	Title of event	Tourism Appeal	Recommendation	Amount recommended
H-98-12	St Pauls GAC	Northern Bank Ulster Minor Club Football Tournament 2011. 1 January 2012.	5000 spectators expected from across Ulster. The tournament hosts the winners of the Minor Football Club Championships from the 9 Counties.	Recommend	£ 1,000.00
H-99-12	Belmont Bowling Club	Portland Troon Bowling Club touring Northern Ireland	30 visitors from Troon spending 1 week touring NI and competing against Belmont Bowling Team select on 17 September 2011.	Recommend	£ 300.00
H-100-12	Ligoniel Amateur Boxing Club	Invitational Boxing Event	Cross-community/cross border invitational boxing event including boxers from Manchester and Dundalk - 14 October 2011.	Recommend	£ 300.00
Total Amount allocated to date		£27,235	Total amount allocated September	£1,600	Overall Total: £28,835

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