

# Parks and Leisure Committee

Thursday, 10th May, 2012

## MEETING OF PARKS AND LEISURE COMMITTEE

- Members present: Councillor Corr (Chairman);  
Aldermen Humphrey and Rodgers;  
Councillors Austin, Cunningham, Haire, Hargey,  
Kelly, Kyle, Mallon, McCabe, McKee, McNamee,  
Mac Giolla Mhín, Mullan, A. Newton, O'Neill,  
Robinson and Thompson.
- In attendance: Mr. A. Hassard, Director of Parks and Leisure;  
Mrs. R. Crozier, Assistant Director of Parks  
and Leisure;  
Mr. J. Hanna, Senior Democratic Services Officer; and  
Mrs. P. Scarborough, Democratic Services Section.

### **Apology**

An apology for inability to attend was reported from Councillor Hendron.

### **Minutes**

The minutes of the meeting of 12th April were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st May.

### **Declarations of Interest**

In respect of item 20, viz. Dunville Park and Woodvale Park Refurbishment, Alderman Humphrey indicated that he was Chair of the Woodvale Park Steering Group.

### **Notice of Motion - Soccer Coverage on Ulster Television**

The Committee was reminded that the Council, at its meeting on 1st May, in accordance with Standing Order 11(e), had referred to the Committee the undernoted Notice of Motion which had been proposed by Alderman Rodgers and seconded by Councillor Spence:

“This Council acknowledges that Association Football is one of the most popular sports for both participants and spectators in the City of Belfast and throughout Northern Ireland. Therefore, the Council expresses its concern at the decision of Ulster Television (UTV) to stop showing highlights of Irish Premier Division football games as part of its news coverage from the beginning of the next soccer season.

The Council calls upon UTV to reverse this decision in the interest of sport in Northern Ireland.”

The Committee agreed that the Director of Parks and Leisure would write to Ulster Television and to report back to a future meeting.

### **Growing Communities - next steps**

The Director of Parks and Leisure submitted, for the Committee’s consideration, the undernoted report:

#### **“1. Relevant Background Information**

The purpose of this report is to:

- (i) update Members on the development of the Public Health Agency (PHA) funded allotments and community gardens at Musgrave Park;
- (ii) present a draft ‘Growing Communities’ strategy for information and review, which will be tabled for agreement at next month’s Committee meeting;
- (iii) seek Member attendance at an event to mark the opening of the PHA funded demonstration project and launch of the project under the Active Belfast - Active Living theme, at Musgrave Park in June.

Following a seminar held in March 2011, the Council took the lead on the development of a strategic citywide approach to growing activities – including allotments, community gardens, and Grow-It-Yourself initiatives.

The wider health and wellbeing benefits of ‘growing your own’ are well documented. The ‘Growing Communities’ strategy is one of a number of projects from across Northern Ireland being used to demonstrate how Health Equity in All Policy (HEIAP) works in practice by using it to help align the strategy with the Council’s wider remit to improve the quality of life for all its citizens.

In February 2012 Committee received an update report on the developing Growing Communities Strategy, the proposed sites for new community gardens and a process for the allocation of allotments. Since February with assistance from our partner organisations, the Public Health Agency, Belfast Healthy Cities and the Belfast Health Development Unit, work has continued to complete a draft strategy and action plan for the city.

The current draft of the strategy was provided to the Committee for information and review and it is hoped that we can bring this back to Committee in June for final Committee approval and endorsement. Officers would welcome feedback or input from Members on the draft strategy prior to the June meeting and are happy to make themselves available to meet with groups or individual members should that be required.

2. **Key Issues**

On 21 June this year, there will be an event at Musgrave Park to open a new community garden and allotment section funded through PHA's investment under Active Belfast (Active Living sub-theme). The event will also provide an opportunity to launch the final draft strategy for public consultation, which will run over the following 12 weeks.

The draft Growing Communities Strategy has the following vision:

*All people in Belfast will have the opportunity for improved health and wellbeing through involvement in growing activities throughout their lifetimes and within their local neighbourhoods*

The objectives of the strategy are:

- To support healthier lifestyles by providing growing opportunities to people of all ages;
- To support and develop communities by building and encouraging ownership of and pride in the cities growing spaces;
- To work to support environmental sustainability by ensuring that growing spaces and activities contribute positively to the local environment and support the attainment of sustainable development targets set for local government;
- To improve communication and models of management by providing growing communities and allotment holders with timely advice and guidance including site management protocols;
- To engage the wider community through inclusiveness in the development of shared growing spaces; and
- To encourage the development of the social economy in local neighbourhoods and suitable training and skills development for employability.

Based on key priorities identified in the strategy, a full action plan has been developed for the coming ten years which sets out to; -

- Develop information and facilitate communication on growing
- Link with existing, related programmes
- Provide financial and other resources as well as practical support for growing
- Identify and support development of sustainable sites for growing
- Support new models of delivery and management of community growing
- Promote the benefits of growing to all sections of the community.

The effectiveness of the strategy in meeting its aims and objectives will be monitored and reviewed through a range of performance indicators which we hope over time will address both provision of opportunity and impact on participants in growing.

#### Operational Change and Modernisation

Following on from the February Committee report which outlined a proposed procedure for the allocation of new allotments, the development of the draft strategy has highlighted the fact that there are a number of operational practices which would merit re-examination and modernisation.

In line with the strategy, the following are additional areas of work which the department will undertake in the next year which should complement the strategy implementation and improve the service provided to Belfast citizens interested in getting involved in growing activities and allotments, namely;-

- a revision of the existing allotment handbook / regulations, bringing them up to date and written in 'plain English'
- a review of charges for allotments
- a review of sizes of allotment 'plots' and whether this should be linked to charges
- central management of all requests for allotments and management of the waiting list (site specific and city-wide)

3. **Resource Implications**

**Financial**

The ongoing development of the community gardens as agreed by committee in February is funded from the corporate monies. However the ongoing maintenance needs of these sites once developed will need to be factored into the 2013-14 as an area of growth for the department. Work is underway to identify what these are and this will be reported back through the estimate setting process.

**Human Resources**

It is our ambition that existing gardeners will be involved in the planned facilitation work in the gardens over the next number of months, with a view to expanding departmental expertise in this area.

**Asset and other Implications**

This draft strategy and approach will enhance existing council assets and will inevitably require ongoing input, oversight and maintenance by the council.

4. **Equality and good relations implications**

There are no implications at this stage. However, Equality and Good Relations factors will be taken into account in any activities being delivered in line with the strategy. The draft strategy will be equality screened in line with the council's existing equality screening process.

5. **Recommendations**

The Committee is asked to;-

- (i) note the update on the development of the PHA funded allotments and community gardens at Musgrave Park and the request to attend the opening event in June under the Active Belfast - Active Living theme on Thursday 21 June; and
- (ii) note the draft 'Growing Communities' strategy for information and review, which will be tabled for agreement at next month's Committee meeting subject to any feedback or comments Members may wish to make in the interim."

The Committee adopted the recommendations.

### **Support for Sport Development Grants**

The Committee noted a schedule of Support for Sport applications in relation to development grants which had been approved by the Director of Parks and Leisure in accordance with the authority delegated to him.

#### **Tropical Ravine – Procurement of Professional Services**

The Committee considered the undernoted report:

**“1 Relevant Background Information**

As detailed in the April 2012 report to Committee on the Tropical Ravine, the Council’s Heritage Grant application for restoration of the Ravine was awarded a first round pass by Heritage Lottery Fund (HLF) on 27 March.

HLF has also awarded the Council a £115,000 grant towards projected costs of £127,786 for professional services required to develop the application to final round. This will include preparation of architectural design work to RIBA Stage D and other specialist services.

As recommended in the April 2012 report to Committee on proposed tenders, Members approved the procurement and award of tenders for the following in relation to the Tropical Ravine:

Architectural and associated design services to RIBA Stage D	£69,960
Professional Fees Integrated Conservation Management planning	£30,900
Professional Fees Audience Development and Interpretive planning	£15,000
Professional Fees Botanical expertise	£12,000

**2 Key Issues**

The Council is only required to undertake architectural design work to RIBA Stage D prior to submission of the final round application. However, following discussion with HLF, officers wish to seek approval to procure for services beyond this requirement, in order to ensure value for money and effectiveness of future service provision.

It is proposed that the Council invites tenders for a multi-disciplinary service to be delivered in phases which could include work to RIBA Stage L (post construction) and elements of the other required specialist services, as appropriate.

Delivery of the first phase of this service (ie those activities required prior to final round submission) would be contracted on award of tender; continuation of this contract for completion of all subsequent phases would be conditional on the success of the final round application.

Committee is asked to note that the tender will be evaluated on both cost and quality and will be awarded to the most economically advantageous tender.

**3 Resource Implications**

**Financial**

The estimated value of services to be procured for delivery prior to final round submission remains unchanged at £127,786. However the value of professional fees required post-RIBA Stage D, should the Council's final round application be successful, is estimated at £163,240. It is proposed that tenders are invited for services up to the total estimated value of £291,026, to include tenders for a phased multi-disciplinary service.

**Human Resources**

There will be no additional human resources required at this stage.

**Asset and Other Implications**

None at this stage.

**4 Equality and Good Relations Implications**

There are no implications at this stage. However, Equality and Good Relations factors will be taken into account in the development of the project.

**5 Recommendations**

It is recommended that Members approve the proposed tendering exercises and authorise the Director, under the Scheme of Delegation, to award the successful tenders."

The Committee adopted the recommendations.

**Boost Membership Scheme – Corporate Membership**

The Director of Parks and Leisure submitted, for the Committee's consideration, the undernoted report:

**“1 Relevant Background Information**

At the December 2012 Parks and Leisure Committee, the framework for the new boost membership was agreed and this included offering corporate memberships at a concessionary rate.

The Parks and Leisure Committee adopted the Scale of Charges for 2012/13 in February 2012 and this included a discounted monthly rate of £20 for corporate memberships.

The purpose of this report is to discuss and agree the qualifying criteria for corporate membership together with the membership options.

**2 Key Issues**

It is proposed that each new company requesting corporate membership will submit their application to the Leisure Operations Manager. To qualify for the corporate rate the company will need a minimum of 5 employees joining the Boost scheme. If the number of employees reduces to 4 or less then all of individual Boost members will have to revert to paying the full Boost monthly price, currently £25, and this will be checked on a monthly basis.

Centres will be updated on all new companies qualifying for corporate membership, as well as any company that no longer qualifies. A photographic company pass or pay slip, dated within last 2 months will be required for staff to get the corporate rate, and every 6 months Business Support will verify that current corporate members are still in employment by the approved Company.

It is also proposed that qualifying companies will have two options in relation to corporate membership.

**Option 1 – No company contribution**

The Company does not pay a contribution towards the membership fees. Employees are self-funding, but benefit from a special company/corporate rate.

**Option 2 – Full / Part company contribution**

This option allows the company to contribute towards their employee's health and fitness. The company pay some or all of the membership fees on behalf of their employees membership:



**3 Resource Implications**

**Financial**

There were 73 corporate members paying £28.90 per month in March and these have all been converted to the new reduced corporate rate of £20.00. This represents a decrease in monthly income of £649.70 and an additional 32 corporate memberships will be required to mitigate against the loss of this income.

A comprehensive marketing plan is being developed to actively promote corporate memberships with a target of 100 new memberships being sold this financial year. This will be paid for within existing approved budgets.

**Human Resources**

Officer time will be required to both develop and implement the corporate marketing plan.

**Asset and Other Implications**

None.

**4 Equality and Good Relations Considerations**

The revised Boost Membership Scheme will be subject to equality impact screening in line with the Council's existing procedures. Stage1 of this has already taken place.

**5 Recommendations**

It is recommended that Committee approve the qualifying criteria for new corporate customers and the two membership options for corporate customers.”

The Committee adopted the recommendations.

**Botanic Sculpture – Belfast Bloom**

The Committee considered the undernoted report:

**“1. Relevant Background Information**

The Community Arts Partnership (CAP) was established in 2011 following the merger of New Belfast Community Arts Initiative and Community Arts Forum, and continues to build on the success of these two leading community arts organisations. CAP takes the lead in the promotion and development of community arts practice and supports and

collaborates with community groups, schools, artists, the public, arts centres and other organisations in Northern Ireland and beyond.

CAP is asking for approval to erect a community-led public sculpture at the entrance area of Botanic Gardens, opposite the statue of Kelvin at the main University Road gates. CAP describe this as an iconic piece of public art, developed, designed and produced through community arts participative practice, which will further enhance the relationship between Belfast's communities and its most iconic Gardens.

The piece has been constructed from 12 components that make up a 2.4 metre diameter sphere, teed-up slightly on a raised platform allowing ground clearance. CAP has secured all project funding for the development of this sculpture. Ten 'petals' of equal size have been developed by ten diverse community groups across Belfast. These groups include; under 16 and over 16 groups, an older people's group, an Irish language group, an ethnic minority group and groups from socially deprived areas. Each group has developed relief imagery in clay on identical flower petal templates. The templates have then been cast in aluminium. Their size and dimensions are the same but the relief imagery reflects their community and cultural identity. The flower petals join together to create the overall sphere shape, the Belfast Bloom.

It is anticipated that the piece will be unveiled in a launch bringing together all the groups that have worked on the art piece together with representatives of the Arts Council, Belfast City Council, DCAL and the Department of Foreign Affairs.

At the last meeting of Committee held on 12/4/12 further information was requested, before a final decision was made regarding permission to install the piece. The additional information requested has been set out in 'Key Issues'.

## 2. Key Issues

The key issues for the Committee to note are:

- **Ownership / responsibility** - The Art work will be given to the citizens of Belfast. The Council has been asked to take responsibility for the sculpture and incur the costs for the installation, public liability and maintenance of the new art work.

- **Positioning** - The management of Botanic Gardens, along with the Friends of Botanic group have together determined that the best place for the piece is the area adjacent to the entrance. There are a number of reasons for this. The site has been cleared for new development:
  - i. ease of installation
  - ii. good drainage
  - iii. a prominent position.

The piece has been designed to be site specific. Its scale and dimensions have been determined by the area originally proposed.

- It is anticipated that patrons of the park and the communities that the piece represents, would be able to see the piece at close quarters and, it was an aspiration of the parks team and Friends that it would form a new and exciting focus for people to engage with, be able to walk around and indeed, given the in-laid reliefs, touch.
- It is hoped that an Aeolian (Wind) Harp mechanism can be introduced to the interior of the piece.
- **Security** - The Belfast Bloom piece is of low value in terms of the metal it contains. The piece has only around 500-600kgs of Aluminium, valued at around £1,500 - £2,000. The same piece in bronze would have a metal value of £15,000.
- The base-plate of the piece is constructed to engineers' specifications, using 20mm galvanised steel. The housing is then extremely securely anchored using a tried and tested fixing system consisting 4 x 4 No. 20mm threaded bar anchor bolts that are then concreted into the foundations.
- The size of the piece, and the fact that Botanic Gardens is gated and walled, should mitigate against any potential theft. Aluminium cannot be cut using oxy-acetylene torches. Only steel or concrete saws could cut through the structure. To dismantle this piece using cutting equipment into even 4 sections would therefore take up to 16 hours of very loud industrial sawing.

- Funding - The Arts Council of N Ireland, is the principal funder, and have been the main supporter of the three years plus process carried out with community groups across Belfast to the tune of approx £23k. The Department of Foreign Affairs have augmented this funding with £15k, supporting the fabrication and installation of this piece along with some community processes as well. The sum total of funding supporting the community process, design, fabrication and construction is therefore almost £40k.

3. **Resource Implications**

**Finance**

Council would be responsible for:

- the cost of installation (cost to be established)
- the cost of cleaning and maintenance
- the provision and maintenance of suitable shrub planting around the Art work initially costing approximately £2,000

These costs can be supported within existing Parks and Leisure budgets.

**Human Resources**

No impact.

**Asset**

The erection of the proposed sculpture would enhance Botanic gardens adding another feature of interest for park users.

4. **Equality and good relations implications**

This provides the potential to attract communities and tourists to the City to view this piece of community based artwork. The sculpture represents community cohesion and the aspiration of the groups involved in seeing our parks and open spaces shared by all members of the community.

5. **Recommendations**

It is recommended that Committee grant approval to install and maintain the art work subject to an appropriate legal agreement being entered into between Belfast City Council and CAP.”

The Committee adopted the recommendation.

**Facility Management Agreement –  
Annual Evaluation Report 2011 - 2012**

The Director of Parks and Leisure submitted, for the Committee's consideration, the undernoted report:

**“1 Relevant Background Information**

In March 2012 Audit, Governance and Risk Services completed an audit in Parks and Leisure Department which examined the operation of Facility Management Agreements in Parks and Leisure in the year 2010 -11. Audit indicated that there were shortcomings in the monitoring and management of the FMAs and a number of recommendations for improvements were made. Parks and Leisure Managers accepted the recommendations and produced an action plan to address the issues, outlining agreed actions, responsible officers and target dates for implementation. There are currently 18 Facility Management Agreements.

One of the recommendations was the submission of an evaluation report to Committee each year. A report was submitted to Committee last year, and the current report will review the year 2011 – 2012. This report sets out the current position in terms of issues and compliance for the financial year ending March 2012 and actions taken in 2011-12 to mitigate further risks that were identified by Audit.

Currently as part of the Pitches Strategy, the Committee is reviewing and deciding on the future options for facility management agreements / partnership agreements.

**2 Key Issues**

The key issues for 2011-12 regarding compliance and reporting on FMAs were:

- Usage returns – Clubs have provided their usage returns during the year. Two are overdue for the month of March 2012 and are being actively managed through the agreed procedures.
- Cancellations – There were 3,969 football pitch / MUGA bookings take over the year and of these, 149 were cancelled. The reasons for the pitch cancellations were due to weather conditions or teams failing to field a team. The patterns regarding cancellations were similar to previous years with a higher number of cancellations occurring during poor weather conditions.

- Refusals – In total there were 27 refusals i.e. a booking that could not be accommodated at the time of request. Twenty two were due to renovations or waterlogged / flooded pitches. Four were due to lack of facilities on the site concerned for primary schools (toilet and changing facilities).
- Financial information - Annual accounts have been submitted for 14 out of the 18 Clubs. The remaining clubs are in the process of finalising their accounts, this is being actively managed.
- Accidents – Three accidents were reported. Culpability / negligence by the Clubs does not appear to be a factor in any of these.
- Vandalism – There were 26 issues of vandalism reported and the incidents have been addressed quickly. Dog fouling appears to be an ongoing issue on a number of sites and has been passed to the Park Wardens scheme and the Managers concerned to tackle.
- Complaints – There were 16 complaints received which were mostly due to pitch condition. These have been addressed and are not reoccurring.
- Child Protection Incidents – There were no child protection issues.
- Quarterly Meetings – Almost all the quarterly meetings took place in 2011/12. There is one quarterly meeting outstanding for period 3 and 1 for period 4; the issues are being escalated through the agreed procedures.
- Management's monthly management returns – One report is outstanding and it is less than one month overdue. This is currently being followed up with the staff concerned.

### **3 Resource Implications**

**Financial and Human Resources – There are financial and human resource implications arising from the requirements to demonstrate rigorous monitoring and management of the key risks associated with FMAs. Assistance is currently being provided in the management and monitoring of FMAs by an agency member of staff.**

The Open Space and Active Living Unit which is responsible for Outdoor Leisure is currently being reviewed and recommendations will be made to the Parks and Leisure Committee in June regarding an appropriate structure / role for the Unit going forward. The resource needed to monitor and manage FMAs has been considered as part of this review. The exact financial and human resource implications will then be assessed.

**4 Equality and Good Relations Considerations**

Currently there are no equality or good relation considerations.

**5 Recommendations**

The Committee are asked to note the issues highlighted in the report and that there is an increasing level of FMA monitoring, management and evaluation.”

After discussion, the Committee adopted the recommendation and noted that an updated report on Facilities Management Agreements would be submitted to a future meeting which would incorporate the outcome of the recent workshops and Party Group Briefings which had been held in this regard.

**Parks Events Small Grants Scheme**

The Committee considered the undernoted report:

**“1. Relevant Background Information**

Members are reminded that at its meeting on 10 May 2012, approval was given to change the Parks Events Small Grants Scheme to a monthly assessment running from February to September with a monthly report to Committee outlining the applications and awards. The Committee also agreed the criteria which were modified to put more emphasis on community involvement in our parks and open spaces and to recognise alignment to other Council schemes.

Information on the grant scheme was advertised accordingly and the closing date for entries set at 13 April 2012.

**2. Key Issues**

- The applications were assessed according to the criteria and full details of the applications received and the recommendations for grant awards are presented in Appendix 2.

- Successful groups will receive 50% of the grant funding before the event takes place subject to the return of a signed 'letter of offer' and the remaining balance will be paid on the successful completion of the event and submission of the correct supporting documentation.
- It is proposed that the Director of Parks & Leisure under the scheme of delegation is authorised to approve further funding applications and reports will be brought back as required to inform Members of the decisions taken.
- In each area, the Parks Outreach Managers will continue to work with communities across the city to ensure they are aware of this funding opportunity and are encouraged to avail of the remaining funds.

3. **Resource Implications**

**Financial**

£100,000 was allocated in the revenue estimates to cover this scheme.

**Human Resources**

There are no additional human resource implications.

**Asset and Other Implications**

The running of community events increases use of the parks creating a sense of ownership and contributing to health and well being.

4. **Equality and good relations implications**

None

5. **Recommendations**

It is recommended that the Committee agree:

- that the groups listed in Appendix 2 are awarded grants accordingly to organise events in parks during 2012



- that the Director of Parks and Leisure under the scheme of delegation is authorised to approve further funding applications and reports will be brought back to inform Members of the decisions taken.”

**Appendix 2: List of Applications and Proposed Grants 2012**

**Successful Applications for Parks Events Small Grants Scheme 2012**

Ref. No.	Group	Date(s)	Venue	Title of Event	Amount of Grant Requested	Proposed Amount of Grant to be Awarded
PESGS 20/2012	Woodvale/ Cambrai Youth Community Group	11-Jul	Woodvale Park	12.00 - 12.00	£2,250	£2,250
PESGS 21/2012	Headway Belfast	31-Aug	Barnett Demesne	Summer Picnic Day	£2,330	£2,250
PESGS 22/2012	Lower Oldpark Community Association	18-Aug	John Hewitt Park	The John Hewitt Park Launch	£2,250	£2,250
PESGS 23/2012	Donegall Pass Community Forum	28-Jul	Rev. Robert Bradford Memorial Playground	Mini Olympics and Family Fun Day	£2,250	£2,250
PESGS 24/2012	Pitt Park Womens Group	17-Jul	Dr. Pitt Playground	Party in the Park	£2,250	£2,250
PESGS 25/2012	The Fostering Network Northern Ireland	08-Sep	Sir Thomas & Lady Dixon Park	Live Laugh Learn Fun Day	£2,260	£2,250
PESGS 26/2012	Ballynafeigh Community Development Association	28-Jul, 31-Jul, 2-Aug, 4-Aug, 18-Sep, 20-Sep, 22-Sep, 29-Sep	Ormeau Park	Neighbourhood Birdwatch 2012	£2,159.50	£2,159.50

The Committee adopted the recommendations.

**Enchanted Evenings - Ulster Bank Festival at Queens  
Event at the Botanic Gardens, October, 2012**

The Committee was reminded that, since 2010, the Ulster Bank Festival had worked in partnership with the Council to provide a successful annual family “Enchanted Evenings” event which had attracted audiences in excess of 10,000 people.

The Director of Parks and Leisure reported that a request had been received from the Ulster Bank Festival at Queens seeking funding of £25,000 and permission for the 2012 Enchanted Evening event to take place in the Botanic Gardens as part of its 50th Festival over a period of four evenings from 31st October until 4th November. The key issues for the Committee to consider were that:

- the projected audience size would be approximately 10,000;
- the event proposed would provide entertainment when normally the Gardens were closed;
- the Festival promoters wished to maintain the entrance fees at £3 per person to enable access by a wide audience;
- no alcohol would be on sale during the event due to the anticipated family audience;
- the event would adhere to the Entertainment Licensing requirements;
- a legal agreement would be provided by the Legal Services Department;
- consultation would be undertaken by the event organiser with local stakeholders including local residents and adjacent facilities;
- the event would be subject to the preparation of an event management plan which would include health and safety, access arrangements and compliance with the current Events Policy;
- the proposed event would be part of the Festival at Queens' programme and would be included within its marketing and promotion programme.

The Committee approved the use of the Botanic Gardens for the holding of the Enchanted Evening event in conjunction with the Belfast Festival at Queens and agreed to provide financial support in the sum of £25,000.

**Request for the Use of the Car Park at the City of Belfast  
Playing Fields for a Queen's Jubilee event at Sentry hill**

The Committee was advised that a request had been received from Newtownabbey Borough Council for the free use of the front car park at the City of Belfast Playing Fields in connection with a park and ride facility for guests attending a Queen's Jubilee Garden Party at Sentry Hill on Friday 1st June, 2012 from 3.30 p.m. until 8.00 p.m. It was anticipated that approximately one hundred and twenty cars would be using the car park which would have a minimal impact on users of the playing fields as there was adequate parking facilities within the site considering the reduced number of bookings at this time of the year. Newtownabbey Borough Council would provide stewarding during the use of the site.

The Committee was reminded that a similar request had been granted in 2008 as part of the 50th Anniversary Celebrations of Newtownabbey Borough Council.

The Director of Parks and Leisure reported that, given that the event was due to take place before the Council could ratify any decision of the Committee and the non-controversial nature of the request, he had used the authority granted to him under the Scheme of Delegation to accede to the request from Newtownabbey Borough Council.

Noted.

### **Feile an Phobail - Request for the use of Council Facilities**

The Committee was informed that a request had been received from Feile an Phobail for the use of the Falls Park during the period 6th August until 13th August in connection with the West Belfast Festival. The Festival organisers had indicated that they might require the use of other Council facilities as the list of events had not yet been finalised. The Members were reminded that on previous occasions Council venues had been made available for the holding of various events associated with the Festival and that the events would be similar to last year and would include:

- a carnival parade through the park;
- a teddy bears' picnic;
- a feile family entertainment day in the park, including music events and family entertainment;
- Ulster Wildlife demonstrations;
- an occasional licence, which would permit the sale of alcohol and the provision of entertainment during the event, being applied for by the organisers.

Accordingly, the Director recommended that the Committee approve the application for the use of the Falls Park, and other Council facilities as required, during the period 6th August until 13th August, including set up and site clearance days and that charges, including any additional staff costs incurred, would be applied in line with the Council's Pricing Policy.

The Committee adopted the recommendations, subject to the organisers liaising with the relevant Council Officers and meeting all statutory and legal requirements, including the preparation of appropriate Event Management Plans.

### **Use of Sports Pavilions by Stakeholders – Victoria Park and Orangefield Park**

The Director of Parks and Leisure submitted, for the Committee's consideration, the undernoted report:

#### **“1 Relevant Background Information**

**The department has received several requests from key stakeholders in both Orangefield Park and Victoria Park for free use of the sports pavilions and ancillary facilities. The following are the list of groups who are interested;-**

- **OrangeGrove Athletics Club, Victoria Park**
- **Bloomfield Football Club, Orangefield Park**
- **Bloomfield Wildlife Watch Group, Orangefield Park**
- **Orangefield Friends of Group, Orangefield Park**
- **Orangefield Community Association, Orangefield Park**
- **Orangefield Bowling Club Activities  
(Orangefield Veteran United)**

**2**     **Key Issues**

Council officers have been working with these groups for a while now and there is increasing demand for use of the pavilions outside of the times when normal staffing cover is provided.

The department would like to pilot new arrangements with some of our dedicated partners in order to develop the use of the pavilions and to provide a better and more convenient customer arrangement to the users involved.

When the pavilions are not normally staffed it is hoped that key handling arrangements could be put in place – i.e. that these partners will open and close the facilities in line with the club / user requirements, under a legal agreement with the Council, similar to that in place for the out of hours use of our leisure centres.

Training will be required in relation to all health and safety issues related to the management of the pavilion as well as for safeguarding children and young people also vulnerable adults.

To ensure there are no double bookings the departments Outdoor Leisure Unit will handle all bookings.

These pilot partnerships will promote shared space, collaborative working and will improve the use of the facilities which have become under-used over the last 10 years. As these pilots are in place, the department is also undertaking a complete review of the use of its pavilions in line with our ambitions around increasing participation and improving the customer experience in parks and leisure.

Members should note that the department will liaise with the Northern Ireland Environment Agency to ensure there is no impact on the area of special scientific interest in relation to training at night in Victoria Park.

**3**     **Resource Implications**

**Financial**

There may be cost to the Council for additional electric and water which we should be able to absorb within the parks operational budget for the parks.

### Human Resources

There are likely to be some additional staff monitoring and planning implications which should be able to be accommodated through our normal management process.

### Asset and Other Implications

The department is investigating additional support for Friends of Groups on such issues as collective insurance cover, event management and providing training where possible.

#### 4 Equality and Good Relations Considerations

All of the proposals currently under consideration within these partnership projects would have positive implications in terms of the promotion of equality and good relations, if undertaken in an inclusive manner.

#### 5 Recommendations

It is recommended that the Committee grant authority for free shared out of hours use of the sports pavilion subject to satisfactory terms being agreed by the director of Parks and Leisure and on the condition that:

- The groups resolve all operational and health and safety issues to the Council's satisfaction;
- an appropriate legal agreement, to be prepared by the Director of Legal Services, is completed;"

The Committee adopted the recommendations.

### Bike Clubs in Parks - Ormeau, Orangefield and Waterworks Parks

The Committee considered the undernoted report:

#### "1 Relevant Background Information

The purpose of this report is to seek Committee approval to set up and financially support the development of Bike Clubs within Ormeau Park, Orangefield Park and Waterworks Park. Committee approval and support will enable officers to purchase bicycles, train staff and store the resources securely. Ormeau Park, Bike Club will specifically cater for the needs of users with a disability or limited mobility and will require the purchase of a variety of adapted bicycles.

The Bike Club model was piloted within Falls Park in partnership with Suicide Awareness and the Bike Club Development Officer. This included the successful training of Park Rangers as Mountain Bike Leaders in line with National Standards for Road Cycling Instructors in addition to them gaining bike maintenance qualifications. This has enabled Falls Park to engage local young people in cycling activities. Some of the local groups accessing the Falls Park Bike Club include:

- Suicide Awareness
- Healthy Schools Programme (A variety of local primary schools)
- Falls Women's centre
- Corpus Christi College

## 2 Key Issues

The success of the Falls Park Bike Club has created interest with the department's Community Park Managers and Community Parks Outreach Managers who now wish to replicate the Bike Club model within other community parks across the city. Initial planning has identified Ormeau, Orangefield and Waterworks Parks as suitable locations.

- Ormeau Park neighbours the National Cycle Network route which runs along the Lagan Tow-path.
- Orangefield Park is integrated with the Connswater Community Greenway and home to the only cycle track within N.Ireland (currently used by Cycling Ulster).
- Waterworks Park is a proposed greenway route to aid active travel modes e.g. Walking and cycling. (Active Travel Strategy N.I bid to Department of Regional Development)

The development of Bike Clubs within each park will promote physical activity with local residents and schools to encourage active and sustainable travel. This all fits with the developing Active Belfast approach.

The Ormeau Park Bike Club has already been established and includes four special needs schools namely: Glenveagh, Fleming Fulton, Park School and Torr Bank. A steering group was formed comprised of representatives from each school and the Bike Club Development Officer. The steering group applied for grant funding and was successful, acquiring £8000 from the Bike Club scheme.

Some of this funding was used to train up staff and parents to deliver disability cycling sessions and workshops within Ormeau Park. An outline of what Bike Club is and its purpose is set out below;-

**Bike Club description:**

- A pool of trained cycle and maintenance leaders to plan and deliver progressive cycling sessions and promote wider learning outcomes for users
- Engagement with statutory and voluntary agencies, communities organisations, local residents and schools to access the unique resource
- A physical resource of bicycles, adapted cycles, maintenance tools, safety equipment and where needed secure storage.

**Aims and Objectives:**

- To support Active Travel for Belfast residents through cycle training and club based activities.
- To provide opportunities for all ages and abilities within the Belfast area to engage in health promoting cycling activities and benefit from new social opportunities with their families, peers and teachers/carers.
- To enable new or returning cyclists to develop their cycling skills and confidence to cycle independently.
- Provide learning opportunities through direct experience of cycling and its related activity.
- To provide volunteering opportunities for students, teachers, carers and families to maintain and support use of the bikes as an important resource.
- To recruit other organisations that support disabled users and their families to ensure the unique resource at Ormeau Park is widely accessed and used regularly. e.g. Shopmobility Belfast, RNIB and other Special Schools.

As indicated above, the Ormeau Park club has match cash funding from the Bike Club grants scheme. The remainder of this is to assist with the purchase of bicycles adapted to meet the needs of users with a disability or limited mobility. However because of the specialist nature of the club and the equipment required there is a need for extra financial support for its set up.

The other two clubs will require less financial support however will need support in training, provision of bicycles and the provision of safety and maintenance equipment.

This project marks a notable expansion of the department's service provision and a unique specialist resource for Belfast.

### **3 Resource Implications**

#### **Financial**

- £12000 to purchase a variety of bicycles to meet the needs of disabled and limited mobility users at Ormeau Park.
- £6000 to purchase bikes, train leaders and provide safety equipment at Orangefield and Waterworks Park
- £3000 to purchase and install secure storage containers and alarm systems.
- £2000 of maintenance tools to enable adjustment and correct fitment of the cycles to individual users and to enable on-site maintenance and repairs.

This total of £23,000 will be drawn from across Parks area and outreach budgets for North and East, with a portion to come from the department's ASB budget.

#### **Human Resources**

Some additional human resources will be required to facilitate these requests – all managed within the current workload.

#### **Asset and Other Implications**

The bikes and associated equipment will be a departmental resource which will need to be managed, maintained and renewed as time progresses.

### **4 Equality and Good Relations Implications**

There are no implications at this stage. However, Equality and Good Relations factors will be taken into account in the programming of activities to be delivered at these sites.

### **5 Recommendations**

Committee is asked to note the proposals for bike club development as outlined and approve the establishment of Bike Clubs within Ormeau Park, Orangefield Park and Waterworks Park.”

After discussion, the Committee adopted the recommendations.



### Titanic Memorial Garden

The Director of Parks and Leisure reminded the Committee that a Titanic Memorial Garden and associated landscaping at the East Entrance of the City Hall had been opened officially on 15th April, the one hundredth anniversary of the sinking of the Titanic. He advised that staff from the Landscape, Planning and Development Unit and the Gardening Team North had been instrumental in designing and developing the memorial garden. In particular, the Landscape Planning and Development Unit had undertaken significant research to compile the "Belfast List" which contained the names of all those who had perished and these were engraved upon the memorial plinth's fifteen bronze plaques.

The Committee noted the information and agreed that an invitation be extended to the relevant staff to attend a future meeting to receive appreciation from the Members.

### Fields in Trust Queen Elizabeth II Challenge 2012 – Celebratory Events in Orangefield Park

The Director of Parks and Leisure submitted, for the Committee's consideration, the undernoted report:

#### **"1 Relevant Background Information**

**At its meeting in February 2011 Committee were made aware that the National Playing Fields Association (Fields in Trust) had launched the Queen Elizabeth II Fields Challenge. The challenge is an officially endorsed legacy initiative to mark the two landmark events scheduled to take place in the UK in 2012; HM The Queen's Diamond Jubilee and the London 2012 Olympics. The programme aims to permanently protect 2012 playing fields in communities all across the country ensuring access to outdoor sport, play and recreation both now and for future generations.**

**At the June 2011 Committee a number of sites were considered and based on Legal Services consideration only two sites were considered eligible to participate in the initiative and were subsequently nominated. The sites were Orangefield Park and Lagan Meadows. A Save a Space for Me online campaign was launched in October 2011 encouraging people to support their outdoor spaces to be protected as part of the Queen Elizabeth II Fields Challenge.**

**Over 20,000 people from councillors, members of the public and sports leaders showed their support for our parks with over 10,000 web visits recorded on the day of the launch alone. It was a close contest but in the end Orangefield Park won over Lagan Meadows by 3 votes.**

Committee were advised that there are estates and legal issues which have to be considered by Fields in Trust and the council as a result of Orangefield being part of the Connswater Community Greenway project and flood alleviation scheme which will result in significant work to the park with funding from Big Lottery. The council will ensure that entering into a deed of dedication will not compromise its ability to deliver the necessary development work in the park required by the Connswater Community Greenway project and flood alleviation scheme. This work will be done in consultation with East Belfast Partnership Board as part of the Connswater Community Greenway programme.

At the February 2012 meeting of the Parks and Leisure Committee were advised that the minutes of the previous months' meetings had been adopted by the Council at its meeting on 1st February and furthermore, under the heading 'Fields in Trust Challenge', at the request of Councillor Robinson, the Council agreed that the Friends of Orangefield Park be included in future discussions around the nature of events to celebrate the Park's dedication.

## **2 Key Issues**

Officers from Belfast City Council's Legal Services and Estates have been working with Fields in Trust to draft the Deed of Dedication. This work is progressing and has included the provision of maps showing boundaries and the exchange of draft documents with Fields in Trust.

In consultation with Fields in Trust, officers have sought clarification on what is expected regarding the naming of the site. Fields in Trust have responded by stating that they are not expecting Council to change the name but it will carry the additional title and status of being a Queen Elizabeth II Field. The plaque and signage that they provide will reflect the Queen Elizabeth Field status. The Deed will refer to the site as the Queen Elizabeth II Field, Orangefield Park.

Fields in Trust have provided 'Have a Field Day' kits which have been received and used by the Community Parks Outreach Manager in liaison with Fields in Trust to develop celebratory events to mark the dedication of Orangefield Park as a Queen Elizabeth II field. Proposals on the celebrations have been discussed with and supported by the Friends of Orangefield Park and other key stakeholders. The proposed dates for events are:

- Monday 04 June 2012 – Family Fun Day
- Saturday 21 July 2012 – Environmental activities / improvements
- Saturday 25 August 2012 – Sports tryout events (Asda and the FIA)
- Week beginning 24 September - Mixture of above schools event.

**3 Resource Implications**

**Financial**

Asda is a primary sponsor of the Fields in Trust Queen Elizabeth II Challenge. The Fitness Industry Association are working with Asda and Fields in Trust on a campaign to get people involved in healthy activity. Asda has allocated £2,000 to support the event scheduled for 25 August 2012.

The Parks Community Outreach budget has allocated £7,500 to support the programme of events and the Friends of Orangefield Park will also apply for the departments Parks small grants fund. If successful this could secure up to a further £2,250 to support the programme of activities.

**Human Resources**

There are likely to be some additional staffing costs to cover the weekend events however it is recognised that the staff in Orangefield Park will play an important role in ensuring the smooth and successful running of these events. Parks and Leisure staff will assist with adequate stewarding and will also play an active role in facilitating park activities such as planting demonstrations and environmental talks.

**Asset and Other Implications**

None at this time

**4 Equality and Good Relations Considerations**

All of the events will have positive implications in terms of the promotion of equality and good relations.

**5 Recommendations**

Committee are asked to note the proposed dates for celebratory events and grant approval for the events to take place.”

The Committee adopted the recommendations.

### **Cow Parade Art Work in Parks**

The Committee was informed that, at its meeting on 14th September, 2011, the Development Committee had agreed to support a Cow Parade public art event in Belfast in 2012 as part of the City Dressing Presentation Campaign. The Cow Parade is the largest and most successful public art event in the world with over fifty cities participating in the campaign, raising over £25 million for its charity partners.

The Assistant Director of Parks and Leisure advised the Committee that the City's participation in the Cow Parade would be an opportunity to enforce its role as a gateway to Northern Ireland and to strengthen the Council's community engagement activity in partnership with Derry City Council. It was proposed that some of the City's fifteen Cows would be positioned within Parks and Leisure sites, including the Holywood Arches, the Botanic Gardens, the Ormeau Park, the Dr. Pitt Memorial Park and the Waterworks and that consultation would take place with the "Friends of" Groups where applicable.

The Committee noted the information which had been provided.

### **Belfast Zoo, Northern Ireland Opera and the Cultural Olympiad**

The Committee considered the undernoted report:

**"1. Relevant Background Information**

**Belfast Zoo runs a number of events each year, which are used to increase visitor numbers to the site, as opportunities to provide new experiences to visitors, and as unique marketing opportunities.**

**The Zoo has been approached by NI Opera, following the success of its sell-out, site-specific *Tosca* (Derry, 2011), and in partnership we intend to produce the opera 'Noye's Fludde' in the Zoo, a natural fit and unique venue for this opera in which animals play a crucial part.**

**'Noye's Fludde', originally written in 1958, is a much-loved, 50-minute long children's opera by Benjamin Britten. The piece is based on the well-known Biblical Flood story.**

**The opera features three professional singers, eight child solo singers, and around 70-80 child chorus. As well as this, the score demands nine professional players and 50 child instrumentalists, who play instruments ranging from recorders to violins. Britten specified that all the children should be amateurs in order to maximise the opportunities for young people, and was also keen that the children should design and make the colourful animal costumes which they wear, another unique way in which the children's creativity is fostered in the piece.**

There will be eight performances spread across two weekends in August 2012, at 18:00 hrs on two Fridays, at 14:30 and 18:00 hrs on two Saturdays, and at 14:30 hrs on two Sundays. The production will incorporate dozens of local school-children from all parts of the community, including the Chinese community. These children will have been rehearsed in a series of workshops in the months preceding the performances.

The event will form part of the Cultural Olympiad celebrations and Festival of Summer 2012, and it will be one of the main featured events in the Festival in Northern Ireland.

The KT Wong Foundation is supporting this production by facilitating NI Opera's first appearance beyond the British Isles. The production will take part in the UK Now Festival and in the Beijing Music Festival, China's oldest and most prestigious music festival. Plans are also being put in place to perform at Beijing Zoo.

The show will be revived using the same design produced in Belfast, but on a larger scale (reflective of the much greater size of the Beijing venues), with the designer, director and cast travelling to China to re-mount the work. While the amateur chorus and players will be made up of Chinese children, the production will therefore retain the original flavour of the Northern Ireland production.

Discussions are also beginning to foster not only musical and operatic links between the two countries, but also scientific and zoological ones. Queens University Belfast and Beijing University already have contacts in relation to animal psychology studies, and we will also investigate the opportunities to enhance relationships between the two zoos.

## 2. Key Issues

As part of its events programme for 2012, the Zoo intends to partner with NI Opera and stage eight performances of Benjamin Britten's 'Noye's Fludde' in August.

Subsequently, the production will transfer to China, and Beijing Zoo.

We believe this will be one of the very few times that a live opera has been staged within a zoo.

We believe there are significant marketing opportunities in the partnership with NI Opera.

3. **Resource Implications**

**Finance**

It is proposed that NI Opera will fund the production (cost c. £160,000), while the Zoo will provide security, box office facilities and stewarding.

Tickets will be on sale at £12 for an adult and £8 for a concession, which allows for normal zoo entrance and admission to a performance.

Income from ticket sales will be split 50/50 between the Zoo and NI Opera. It is estimated that with an attendance of up to 600 people for eight performances the income to the Council will be £6000.

**Resource**

Each performance will require five additional event management and security staff to be present, the Friday and Sunday performances requiring half day cover, the Saturday performances requiring full day cover.

Costs estimated for the event are in the region of:

Event Management	£1550
Security	£200
Toilet Facilities	£1500
<b><u>Total</u></b>	<b><u>£3250</u></b>

Other security needs will be covered by those resources already on the zoo site during the summer period.

First aid will be provided on site a no cost. Box office facilities (ie ticket sales) will be managed by zoo front of house staff already on site. Additional human resources needed on site will be provided by volunteers from NI Opera and Friends of the Zoo.

Human resources needed for the successful marketing of the opera will be split between the Zoo and NI Opera.

#### **Asset and Other Implications**

We consider that the event will generate significant marketing opportunities for the Zoo, and effectively provide considerable additional value to the Zoo's small advertising budget during 2012.

#### **4. Equality and good relations implications**

The staging of the opera in the Zoo will be available to a wide range of ages and abilities, and will encourage cross community young people's interest in the Zoo and music. It has the potential to generate significant new relationships between Belfast and Beijing, both between the cities, universities and other cultural organisations, including zoos.

#### **5. Recommendations**

It is recommended that the Committee agree to the staging of the opera 'Noye's Fludde' in Belfast Zoo during August 2012."

After discussion, the Committee adopted the recommendation within the report subject to the organisers complying with all statutory obligations, including entertainments licensing and entering into an appropriate legal agreement with the Council.

#### **Recent Security Breach at the Zoo**

Arising from the discussion, the Members expressed concern about the recent security breach which had occurred at the Zoo and requested that a report on the incident and the current security measures in place be submitted to a future meeting and the Zoo Manager be requested to attend that meeting to answer any queries which might be put by the Members. Furthermore, the Committee requested that the Members' Development Steering Group give further consideration as to how Members, in general, could be kept apprised/updated promptly about ongoing and emerging issues such as that which had occurred at the Zoo.

#### **Summer Intervention Programme Activities**

The Committee was reminded that, at its meeting on 9th June, 2011, it had granted authority to the Director of Parks and Leisure to authorise officers to engage in further inter-departmental discussions on the development of either community-led or Council-led programmes or activities over the summer period and to open any park and/or leisure site/venue, or part thereof, where appropriate, in order to accommodate organised programmes or activities during the holiday period.

The Director of Parks and Leisure reported that there was further work ongoing across the Council to develop programmes which could help relieve any heightened community tensions over the summer period. He pointed out that, by supporting summer intervention activities, it was likely that the Council would be required to be involved in either leading in the delivery of organised programmes or supporting community-led programmes. That might require the opening of Council-owned sites and leisure centres which, the Committee had agreed previously could be closed on certain key dates.

Accordingly, the Director requested that the Committee grant him delegated authority to:

1. authorise officers to engage in further inter-departmental discussions on the development of either community-led or Council-led programmes or activities over the summer period; and
2. open any park and/or leisure site/venue, or part thereof, where appropriate, in order to accommodate organised programmes or activities during the holiday period.

The Committee granted the authority sought.

#### **Mary Peters Track - Monthly Progress Report**

The Committee noted the contents of a report on the current progress with the refurbishment of the Mary Peters Track which indicated that the track area was scheduled to be completed by November, 2012 and that the stand would be completed by January, 2013, which would enable the facility to be operational by March, 2013.

A Member raised a question in respect of accommodating the media during the forthcoming Police and Fire Games and the Director undertook to ensure that adequate facilities would be provided for that purpose.

#### **Dunville Park and Woodvale Park Refurbishment**

The Director of Parks and Leisure submitted, for the Committee's consideration, the undernoted report:

##### **"1 Relevant Background Information**

**The Committee is asked to note that the contract is about to be issued in respect of Woodvale Park, the Grant Letter of Offer from DSD is due and once received the contract documentation can be issued.**

**The tenders in respect of Dunville Park have been received and will be evaluated with a contract scheduled to be let mid May.**



Whilst there has been some delay at the tender stage work is still scheduled to be completed at both locations in March 2013.

As members will be aware these works are the first major refurbishment schemes in our Parks estate for many years. The projects have been progressed as regeneration schemes with the aim of improving the quality of life of those who live within the surrounding neighbourhood. Once the physical works are complete it is important the progress is sustained. Central to the delivery of the outcomes and benefits associated with the refurbishment of the parks is how we manage them in the future.

Officers have been working with community representatives at both parks during the development of the schemes. The engagement has worked well and good working relationships have been established. To build on this, it is proposed that we consider post refurbishment management options. This report sets out an outline of how we might move this forward..

## **2 Key Issues**

### **Management Options**

In undertaking the refurbishment of Dunville and Woodvale Parks the Council in partnership with Belfast Regeneration Office and the local community wish to make a positive impact on the quality of life of the surrounding neighbourhood. The objectives of the refurbishment schemes include:

- Making the park a safer place and using the asset to contribute to a safer environment;
- Encouraging greater use of the park and contributing to improving health and well being in the neighbourhood;
- Using the asset as appropriate to help support the local economy.
- Underpinning these is the strong desire to involve the community more positively in the management of the park and the delivery of its outcomes.

### **Management Options**

There are a number of options which may be considered, the following list is not prohibitive or exhaustive and is intended as indicative and to invoke further thought. The main options might be:

- **Option 1 BCC undertake the management of Park without Community involvement**
- **Option 2A Community based organisation undertakes the Management of the park – this may take the form of a social enterprise company**
- **Option 3 Management is outsourced to an external organization other than the council such as a Joint Venture Partnership or Private Sector Provider**
- **Option 4 BCC Management with a Reconstituted Friends Group**
- **Option 5 A Neighbourhood Management Committee with clearly defined roles and responsibilities.**

#### **Proposed Approach**

It is proposed the options be presented to a wider stakeholder group in the form of a consultation process with the local community and that this process be undertaken in two phases.

Through facilitated workshops it is proposed that workshop 1 consider the relative strength and weaknesses of each of the options, and others, if appropriate, and that the workshop would conclude with a preferred approach.

Thereafter, it is proposed to hold workshop 2 which would work up the detail of the preferred option in terms of the necessary governance to deliver. The areas to be covered would include:

- **Terms of reference / specification**
- **Clarification of roles and responsibilities of the respective stakeholders;**
- **Governance arrangements;**
- **Resource implications;**
- **Capacity building;**
- **Measures of success;**
- **Review process**

In undertaking this process there are a number of principles that we would suggest guide it, these principles have been established within the development of models of community planning in Scotland and are merely set out as a guide for good practice:

- There should be meaningful engagement within the planning process;
- There should be a clear focus on the outcomes / the benefits of the process;
- There is a clear governance structure around the delivery mechanism with clear roles and responsibility articulated;
- Gaps around capacity are identified and appropriate measures put in place to enhance that capacity over time; and
- Adequate resources are made available to deliver the outcomes.

### Delivery

The main stages in the process are:

Stage 1	Agreement of Steering Groups;	May 2012
Stage 2	Appointment of facilitator;	May 2012
Stage 3	Workshop 1	May 2012
Stage 4	Presentation to Steering Group	June 2012
Stage 5	Workshop 2	June 2012
Stage 6	Presentation to Steering Group	June 2012
Stage 7	Presentation to P&L Committee	August 2012
Stage 8	Implementation and delivery	September 2012

This programme is indicative and is dependent on procurement and reaching agreement within the process.

### 3 Resource Implications

#### Financial

There are no additional financial implications at this time.

#### Human Resources

There are no additional human resource implications at this time.

#### Asset and Other Implications

This piece of work is important part of exploring how we can manage our assets in a more efficient and effective manner and in a way that brings community involvement to the fore.

### 4 Equality and Good Relations Considerations

There are no equality implications.

**5 Recommendations**

**It is recommended that the Committee:**

- **Note the report;**
- **Consider the options;**
- **Provide Officers with initial views on the approach;**
- **Agree to receive a further report in August 2012”**

After discussion, during which the Members indicated that further consideration should be given to managing clearly the expectations of the local communities and community engagement; the need for a clear budget allocation; and the necessity to work closely with the “Friends of” Groups and Neighbourhood Partnerships, the Committee adopted the recommendations within the report.

**Pitches Strategy - Progress Reports**

Arising out of the discussion the Committee agreed that regular reports would be submitted in respect of progress with the Pitches Strategy.

Chairman