

Document Pack

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



5 April 2013

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, 11th April, 2013 at 4.30 pm, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully

PETER McNANEY

Chief Executive

AGENDA:

1. **Routine Matters**
 - (a) Apologies
 - (b) Minutes
 - (c) Declarations of Interest
2. **Support for Sport Development Grants (Pages 3 - 8)**
3. **Stadia Update (Pages 9 - 12)**
4. **Update on Delivery of Pitches Strategy (Pages 13 - 18)**
5. **Avoniel Leisure Centre - Update (Pages 19 - 22)**
6. **Responses to Wilmont House Development Brief (Pages 23 - 30)**

7. **Future Management Arrangements for Dunville and Woodvale Parks (Pages 31 - 42)**
8. **Promoting Urban Sports for All (Pages 43 - 46)**
9. **City Cemetery Decorative Arts Project (Pages 47 - 50)**
10. **Proposed New Attraction at Belfast Zoo – Feasibility Study (Pages 51 - 56)**
11. **Temporary Closure of Belfast Zoo (Pages 57 - 58)**
12. **Intention to Seek Tenders for the Procurement of Supplies and Services (Pages 59 - 60)**
13. **Improvement Programme – operational reviews (Pages 61 - 74)**
14. **St Patrick’s Day Operations 2013 (Pages 75 - 78)**
15. **Green Flag Awards (Pages 79 - 80)**
16. **Just Jesus Christian Outreach Mission (Pages 81 - 84)**
17. **Feile an Phobail – request for use of Council facilities (Pages 85 - 86)**
18. **Event at Boucher Road Playing Fields (Pages 87 - 88)**
19. **Northern Ireland Barrio Fiesta Committee event in Lower Botanic Gardens (Pages 89 - 92)**
20. **Attendance at Cremation and Burial Conference (Pages 93 - 98)**
21. **Glasgow Rose Trials 23 and 24 August 2013 (Pages 99 - 100)**



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Support for Sport Development Grants
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officer:	Claire Moraghan, Sports Development Officer

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

2	Key Issues
2.1	The Director and relevant officer met on Monday 25 March to discuss Small Development and Hospitality applications under delegated authority. Six Small Development applications were received for April and 2 Hospitality applications.
2.2	The Small Development applications are listed in Appendix 1. Hospitality applications are listed in Appendix 2.
2.3	Detailed applications are held in the Parks and Leisure Department and can be forwarded to Members on request.
2.4	A copy of each application will be available at Committee.

3	Resource Implications															
3.1	<p><u>Financial</u> The table below indicates the amounts allocated from the 2013/2014 budget.</p> <table border="1"> <thead> <tr> <th>Area</th> <th>Total available</th> <th>Allocated to date</th> <th>Proposed allocation for April 2013</th> <th>Remaining after allocation</th> </tr> </thead> <tbody> <tr> <td>Small Development</td> <td>£120,000</td> <td>£0</td> <td>£5,255</td> <td>£114,745</td> </tr> <tr> <td>Hospitality</td> <td>£25,000</td> <td>£0</td> <td>£3,000</td> <td>£22,000</td> </tr> </tbody> </table>	Area	Total available	Allocated to date	Proposed allocation for April 2013	Remaining after allocation	Small Development	£120,000	£0	£5,255	£114,745	Hospitality	£25,000	£0	£3,000	£22,000
Area	Total available	Allocated to date	Proposed allocation for April 2013	Remaining after allocation												
Small Development	£120,000	£0	£5,255	£114,745												
Hospitality	£25,000	£0	£3,000	£22,000												
3.2	<p><u>Human Resources</u> There are no human resource implications other than officer time to process the applications.</p>															
3.3	<p><u>Asset and Other Implications</u> Not Applicable.</p>															

4	Equality and Good Relations Considerations
4.1	All applications have been assessed in line with the current Support for Sport scheme.
4.2	Following the review of Support for Sport, the revised scheme has undergone equality screening in accordance with Council requirements. This process has 'screened out' the revised scheme, identifying only minor, positive equality impacts, and determining that there is no requirement to proceed to Equality Impact Assessment.

5	Recommendations
5.1	That members note the content of this report with regard to Support for Sport development applications.

6	Decision Tracking
The Sports Development Officer to arrange the award of all Support for Sport Small Grants by 30 April 2013.	

7	Key to Abbreviations
None	

8	Documents Attached
<p>Table of Recommendations Appendix 1: Small Development Applications April 2013. Appendix 2: Hospitality Applications April 2013.</p>	

Appendix 1 - Support for Sport Small Development Grants April 2013

ID	Club/Organisation	Activity details	Recommend/ Do not recommend	Amount recommended	Recommendation and reason	Breakdown
D-933-14	Ballysillan Swifts FC	New club established in 2012 requesting start up support for facility hire and coaching expertise.	Recommend	£1,250	Support to a maximum of £1,000 not representing any more than 75% of eligible costs + £250 equipment grant.	Coaching costs: £300 Facility Hire:£1033 Total: £1333-75%= £1,000+£250 equipment grant.
D-934-14	Shankill United FC	Coach education - to achieve UEFA A Licence Part 1.	Recommend	£945	Support to a maximum of £945 not representing any more than 75% of eligible costs	Coach Education: £1260 Total: £1260-75%= £945
D-935-14	Newington Amateur Boxing Club (Patsy Quinn Gym)	Boxing competition on 26 April 2013 as a tribute to Patsy Quinn. Participants range from 9-22 years both male and female.	Recommend	£885	Support to a maximum of £885 not representing any more than 75% of eligible costs.	Facility Hire:£200 Marketing Materials: £180 Trophies/Medals:£200 Officials Costs: £280 Ringhire:£320 Total: £1,180 - 75%=£885 Max. allowed medal/trophies=£200
D-936-14	Donegall Amateur Swimming Club	Coach education - 5 coaches to achieve Teaching Aquatics Level 2, 4 female & 1 male. Course due to take place in August.	Recommend	£1,000	Support to a maximum of £1,000 not representing any more than 75% of eligible costs.	Coach Education: £1333 Total: £1333-75%= £1,000

Appendix 1 - Support for Sport Small Development Grants April 2013

D-937-14	Finaghy Football Club	Club wish to establish a Youth section working with young men from both sides of the community in this interface area.	Recommend	£675	Support to a maximum of £675 not representing any more than 75% of eligible costs +£250 equipment grant.	Facility Hire:£900 Total: £900-75%= £675 +£250 equipment grant.
D-938-14	Tight Lines Fishing Club	New club established in 2012 requesting equipment grant to attract new members from the Tigers Bay area and develop an interest in fishing. They will work with the Waterworks Fishing project.	Recommend	£250 equipment grant	Support a £250 equipment grant	£250 Equipment Grant.
Total Amount allocated to date: £0		Total Amount allocated April 2013: £5,255		Total allocation:£5,255		

Appendix 2 Support for Sport Hospitality Grants April 2013

ID	Club/Organisation	Title of event	Date of event	Tourism Appeal	Guest information	Recommendation	Amount recommended
H-139-14	Ulster Deaf Sports Council	Inter-provincial Deaf Football & Basketball Championships.	30 March-1 April	This event is 41st Annual Championships. Participants hope to qualify to represent Ireland at the 22nd Deaflympics in Bulgaria	200+ competitors and guests from Ulster, Munster, Leinster & Connaught.	Recommend	£3,000.00
H-140-13	Belmont Bowling Club	Visiting London Irish bowling team.	19 August 2014	London Irish team with 40 competitors and partners visiting Belfast for 1 week.	80 guests made up of competitors and partners.	This event has now been cancelled.	N/A
Total Allocated to date: £0			Total Allocated April 2013: £3,000			Total remaining:£22,000	

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Stadia Update
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Caroline Wilson, Neighbourhood and Development Manager

1.	Relevant Background Information
	<p>Members will recall that in January 2013 SP&R Committee agreed:</p> <ul style="list-style-type: none"> • to note the potential for comprehensive regeneration at both sites through collaborative development and the wider social, physical and economic benefits possible through maximising the major DCAL investment as a key element of Phase 1 of the Leisure Review. • to approve in principle the redevelopment of both the Olympia and Andersonstown Leisure Centres and associated assets to form Phase 1 of the Citywide Leisure Review to allow progression to stage 2 appraisal as part of the Capital Programme. • to approve the proposed timetable and process for concurrent development of options for both sites • to note the proposed public engagement focus on options • to approve the progression of further analysis of options 1 and 2 emerging from the feasibility study on Windsor/Midgely Park/Olympia by Hamilton Architects • to note the continuing development of initial concepts around Casement Park/Andersonstown by Consarc Design Group.
2.	Key Issues
2.1	Windsor/Olympia
	Committee agreed that Option 2 was the Council preference; which includes moving leisure provision into the new stadium; relocation of

	<p>community centre provision into the Village area; redevelopment of the Olympia site to provide a new alignment and replacement for Midgely Park; a new pitch; play provision; some commercial development and new public realm and access to the stadium from Boucher Road. Two community engagement sessions have taken place and during debate option 2 is closely aligned to public response although further consultation will be necessary on detail.</p> <p>DCAL/Linfield and the IFA also favour this option as the Council use of stadium space for leisure in the widest sense meets the sustainable community benefit criteria and of course it provides a much better setting and access for the new stadium adding to its offer.</p> <p>Discussions are ongoing with the IFA regarding leasing arrangements and mutual benefits, as well as with Linfield Football Club regarding their provision.</p> <p>Currently an economic appraisal is underway to test the extent of leisure offer available in the stadium space, the cost of the overall option as opposed to replacing Olympia as is, including IFA rental agreements with Linfield on Midgely Park etc. This will be presented to SP&R Committee in April/May, for their consideration.</p>
2.2	<p>Casement/Andersonstown</p> <p>Options for collaborative leisure at Casement/Andersonstown essentially was one of three broad options:</p> <ul style="list-style-type: none"> (i) development leisure space within the stadium equivalent in space terms to the existing leisure centre and redevelop the leisure site in some other way; (ii) Share leisure provision with between the stadium and a replacement of the Andersonstown Leisure Centre site. (iii) Provide all new leisure facilities at the Andersonstown Leisure Centre site and have a different form of community benefit associated with the stadium. <p>A number of meetings took place with the GAA integrated design team to test option (i) and after some difficulties about available space, proposals were identified that could provide equivalent floor space within the stadium to include both wet and dry facilities.</p> <p>A public meeting was also held in Andersonstown Leisure Centre which was very well attended in regard to the three options above and there was overwhelming support for option (iii).</p> <p>Although one public meeting does not represent everyone, the view from political representatives in the area is also that a replacement of Andersonstown on the existing site is preferable. Officers have continued engagement with DCAL officials as to how best to ensure community benefit for the public money associated with Casement.</p>

	SP&R Committee agreed to refocus the economic appraisal at the Casement/Andersonstown development on the Andersonstown site and maximise regeneration benefits of both the Leisure Centre and Stadium, for presentation to Committee in April/May.
2.3	Overall Members have stressed the major physical, social and economic regenerative impacts of stadia development and the consequent economic multiplier effect. To this end, Council officers have also been in contact with DSD who have a high level South West Gateway Masterplan which they are about to begin to operationalise. There are keen to work with the Council on this, particularly in regard to traffic management for both stadia. To inform this work, a wider traffic impact study for South West Belfast in conjunction with DSD will be commissioned shortly. DCAL have also had one meeting of an interdepartmental group intended to create comprehensive regeneration plans which a Council officer attended. Council officers have begun developing comprehensive regeneration plans, for future consideration by Committee.
2.4	Conclusion At its meeting in March, SP&R Committee agreed to continue the in principle decision to move both the Olympia and Andersonstown Leisure Centres to stage 2 of the Capital Programme as the first phase of the Citywide Leisure Estate Review; and to develop both regeneration plans concurrently as far as possible working toward an investment decision in May with a completion date in 2016.
3.	Resource Implications
	Resource implications to be fully scoped as part of the economic appraisal.
4.	Equality Implications
	An equality impact assessment will be completed as part of the economic appraisal.
5.	Recommendations
	Members are asked to note the update.
6.	Decision Tracking
	Neighbourhood and Development Manager

7.	Key to Abbreviations
	DCAL – Department for Culture, Arts and Leisure DSD – Department for Social Development IFA – Irish Football Association GAA – Gaelic Athletic Association

8.	Documents Attached
	None



Belfast City Council

Report to:	Parks and Leisure Committee.
Subject:	Update on Delivery of Pitches Strategy
Date:	11 April 2013
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	Stephen Walker, Departmental Portfolio Programme Manager

1	Relevant Background Information
1.1	<p>The Committee will recall that its meeting in March 2012 following the completion of an Equality Impact Assessment it approved the Pitches Strategy. In the interim, work has progressed towards the:</p> <ul style="list-style-type: none"> • Identification of preferred locations for the additional / upgraded facilities, including discussions with end users and residents as appropriate; some of these discussions have resulted in a review of the initial preferred locations, however discussions have now been largely concluded; • The appointment of a design team has been completed and work has commenced to complete the necessary site investigations to inform the design process and move towards the submission of planning applications; design work is underway on all 10 projects; • Current estimates indicate that the delivery of the physical element of the strategy will be delivered by October 2015 in line with the Investment Programme. <p>Members will recall that the strategy identified 10 sites across the city which would benefit from Investment through the strategy with the aim of improving facilities and greater intensification of use. Appendix 1 provides a summary of the current position for each site.</p> <p>The Pitches Strategy identified shortfalls of provision for some sporting codes e.g. Gaelic Football. In order to maximise use of new provision, it was also agreed that new 3G hybrid pitches would significantly intensify use and provide new opportunities across sporting codes.</p> <p>Members are reminded that during the prioritisation process to identify sites for investment reference was made to a potential partnership with GAA who had indicated a willingness to invest financially in a number of the sites. The Committee received a report on the establishment of a Joint Management Board with GAA at its meeting in December 2012.</p>

	<p>The current position is that GAA has offered to invest £1m to support the Council in its decision to improve sports facilities through the pitches strategy. GAA has indicated that the investment would be split across 4 sites, Cherryvale Playing Fields, Cliftonville Playing Fields, Musgrave Park and Woodlands Playing Fields.</p> <p>In addition, St Bridget's GAC has indicated that it would meet the cost of including a meeting room within the proposed new build at Musgrave Park at a cost of approximately £43,000.</p> <p>Agreement has been reached with GAA in respect of each of the four sites above. This is subject to a letter of offer from GAA regarding the funding.</p>
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2	Key Issues
2.1	<p>In summary, the current position is as follows:</p> <ol style="list-style-type: none"> 1. Steady progress is being made in terms of the delivery of the pitches strategy and it is anticipated that the works on all the sites will be completed by October 2015. In line with the Investment Programme; Planning applications have been made in respect of three sites (Dixon Park; Musgrave Park and Waterworks Park), as indicated in Appendix 1; applications are pending in a further three sites (Victoria Park; Woodlands and Cliftonville Playing Fields) and work is underway on the preparation of drawings in respect of the four outstanding sites; 2. It has been necessary to review each site to identify all necessary works including provision of services, pitches, car parking etc. This has had consequential cost implications which were reflected to the Strategic Policy and Resources Committee in March 2013 and a capital budget of £14.1 million has been agreed. Members will be aware that the GAA has also committed to invest £1 million at four sites across the city to support the Council's investment. <p>During discussions with end users a number of management issues have been raised. These will be progressed in the coming months, however Members are asked to note the following:</p> <ul style="list-style-type: none"> • Owing to the construction works it may be necessary to displace teams. Work will be undertaken in the coming months to estimate the needs of the clubs affected and efforts will be made to minimise the disruption and displacement. • The issue of cost of use of 3G pitches has been raised during the public consultation exercise. Members will be aware that the cost of hiring a 3G pitch is £70 per hour as compared to the cost of natural turf pitch which is £38 per match. Clubs and sporting associations have raised the issue of cost and have asked that the Council review its pricing schedule in relation to 3G pitches. This piece of work will be progressed in the coming months and again a report will be brought forward at a future date.

3	Resource Implications
3.1	<u>Financial</u>

3.2	<p>The estimated cost for the delivery of the agreed pitch developments is £15.1 million. The Strategic Policy and Resources Committee has committed £14.1 million as part of its capital programme. The Committee is asked to note that the GAA has agreed to invest £1m at four sites across the city to support the Council in the delivery of the strategy. This is subject to receipt of a letter of offer from GAA.</p> <p><u>Human Resources</u></p> <p>There are no additional human resource implications at this time.</p> <p><u>Asset and Other Implications</u></p> <p>The development of the new pitches and associated ancillary structures and changing pavilions will greatly enhance provision in the city and will enable greater levels of participation in sport and contribution to improved health and well being.</p>
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4	Equality and Good Relations Considerations
4.1	The pitches strategy has been subject to Equality Impact Assessment.

5	Recommendations
5.1	The Committee is asked to note the report .

6	Decision Tracking
	Assistant Director of Parks and Leisure

7	Key to Abbreviations
	<p>GAA - Gaelic Athletic Association</p> <p>GAC - Gaelic Athletic Club</p>

8	Documents Attached
	Appendix 1 Summary of current position regarding delivery of physical element of pitches strategy.

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Site	Proposal	Current position
Ballysillan Playing Fields	8 changing room pavilion	Outline drawings are being prepared with a view to submitting a planning application by Summer 2013.
Cherryvale Playing Fields	3 rd generation hybrid pitch and associated 4 room changing pavilion, floodlighting and fencing.	GAA has indicated that it wishes to invest £350k in the site. The proposal is to provide a floodlit natural turf the cost of which will be met by GAA. In addition a 3G artificial pitch for GAA training and association football will be provided. The existing pavilion will be refurbished to meet the needs of the site. A planning application incorporating drawings will be prepared and submitted following the finalisation of the detail.
Cliftonville Playing fields	3 rd generation GAA pitch and associated 4 room changing pavilion, floodlighting and fencing.	This scheme is to be progressed by the Department of Education. GAA has indicated that it will invest £100k in the site.
Dixon Park	4 changing room pavilion	Planning application has been submitted.
Falls Park	3 rd generation hybrid pitch and associated 4 room changing pavilion, floodlighting fencing and associated car parking	Drawings will be prepared with a view to submitting a planning application following the finalisation of the details around the location of the changing pavilion.
Musgrave Park	Construction of a 4 room changing pavilion	Planning application has been submitted. This scheme at the request of GAA and St Brigid's GAC include an extension to the existing natural turf training pitch, the cost of which will be met by GAA - £100k, it also includes an additional reception room, the cost of which will be met by the club, £43K.

Ormeau Park	3 rd generation hybrid pitch and associated 4 room changing pavilion, floodlighting fencing and car parking.	Drawings are currently being prepared for submission of a planning application which is scheduled to be lodged by June 2013
Victoria Park	Construct a 10 room changing pavilion	A planning application has been prepared, however submission has been deferred to enable discussions with NI Environment Agency and the Airport Authorities to be completed to determine access arrangements in advance of planning. It is intended to lodge a planning application by June 2013. Members are asked to note that progress on this site is dependant on completion of this section of the Connswater Community Greenway Scheme.
Waterworks (Westland)	Construct a 2 room changing pavilion and associated car parking	Planning application has been lodged.
Woodlands	3 rd generation hybrid pitch and associated 4 room changing pavilion, floodlighting fencing and car parking.	Drawings are currently being prepared with a view to lodging a planning application by June 2013. GAA has indicated that it wishes to invest on the site and has indicated a figure of £450,000. It is therefore proposed to increase the changing pavilion to an 8 team facility with the additional cost being met by GAA.



Belfast City Council

Report to:	Parks and Leisure Committee.
Subject:	Avoniel Leisure Centre - Update
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Adrian Walker, Acting Leisure Operations Manager

1	Relevant Background Information
	<p>The purpose of this report is to update members on the pool closure at Avoniel Leisure Centre. Avoniel Leisure Centre is 34 years old and whilst pool leakage has been an ongoing issue for the site it has been managed carefully by the centre management.</p> <p>During mid August 2012 leakage increased significantly and a decision was made to drain the pool and progress with exploratory excavation works in order to investigate the source of the leak. The pool has been closed from Monday 20 August 2012.</p> <p>Numerous exploratory works were conducted and a number of minor leaks were identified and repaired. Works were suspended for a period to facilitate the removal of asbestos under licence granted by the Health and Safety Executive. This resulted in a delay in the investigations into the source of the leak. The original schedule of exploratory works was re-established during December 2012.</p>

2	Key Issues
	<p>Colleagues from facilities management hosted a site visit for elected members during January 2013 and Members were updated on the planned schedule of works and progress. During March 2013 works to refurbish changing rooms and the health suite corridor were commenced. This has required the addition of two temporary external changing facilities until the refurbished changing rooms, become operational. Again the temporary units have been located within 10 feet of the centre entrance and are plumbed and heated. All internal options were exhausted prior to implementing this option. In addition the health suite has been closed from April 3rd in order to facilitate re-tiling of the corridor. Facilities management currently advise that all remedial works are scheduled for completion during early June with a tentative re-opening date of mid June.</p> <p>New customer signage has been delivered and located within the entrance foyer, stairs area and cafe windows onto poolside at Avoniel. This is bright in colour and</p>

	<p>replaces the previously blacked out window coverings in the cafe area. Written customer updates available on site also confirm the current position regarding the remedial works and what remains to be undertaken.</p> <p>Management have arranged weekly transportation to Ballysillan and Olympia Leisure Centres in order to help accommodate displaced senior citizen groups. New classes have temporarily been added to the dryside programme to offer alternatives following the removal of pool based classes. In addition Templemore swimming pool has accommodated a small number of school / club groups affected by the closure. Re-opening events are being scheduled during the summer and the already established summer scheme will commence as planned.</p>
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3	<p>Resource Implications</p> <p><u>Financial</u></p> <p>The projection for lost income is approximately £130,000 from August 2012 - May 2013.</p> <p>Costs for the hire of temporary changing units are £250 per week therefore an estimated cost in this area is £2000.</p> <p>Costs for the hire of 2 buses to transport displaced senior citizen groups are £125 per bus per week. Therefore the overall cost is expected to approximate to £3500.</p> <p><u>Human Resources</u></p> <p>The level of staff required at the centre has reduced with the pool being closed. A number of staff have been temporarily redeployed to other centres through consultation with staff and Human Resources.</p> <p><u>Asset and Other Implications</u></p> <p>Management will not be in a position to finalise all associated costs and asset implications until the remedial works are nearing conclusion. It should, however, be noted that substantial refurbishments and repairs will positively impact upon the asset base at Avoniel.</p>
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4	<p>Equality and Good Relations Considerations</p> <p>A high proportion of older people use Avoniel pool and we are directing them to alternative swimming pools in the City. A number of additional activities have temporarily been put in place. Membership has been suspended temporarily where requested.</p>
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5	<p>Recommendations</p> <p>Members are asked to note the contents of this report.</p>
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6	<p>Decision Tracking</p> <p>A further update will be provided at committee in May 2013.</p>
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7	Key to Abbreviations
	None

8	Documents Attached
	None

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Responses to Wilmont House Development Brief
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Cathy Reynolds, Estates Manager, Property and Projects Department

1	Relevant Background Information
1.1	At its meeting on 22 March 2013 the Strategic Policy and Resources Committee received a report (copies attached as Appendix 1 & 2) on the outcome of the advertising of Wilmont House for disposal on lease by way of a Development Brief. The report also contained various Options for the consideration of Members and made recommendations as to a way forward.
1.2	The Strategic Policy and Resources Committee accepted the recommendations within the report including the provision of this update report for the Parks and Leisure Committee.

2	Key Issues
2.1	The key issues are set out in the attached report and officers will endeavour to bring forward the proposed discussions at the earliest opportunity.

3	Resource Implications
3.1	Finance None at this stage.
3.2	Human Resources Resources from Parks and Leisure Department, Estates Management

3.3	<p>Unit and Legal Services would be involved in taking forward the proposed discussions.</p> <p>Asset and Other Implications Alternative uses for Wilmont House remain desirable and are being pursued in line with the decision of the Strategic Policy and Resources Committee of 22 March 2013.</p>
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4	Equality and Good Relations Considerations
4.1	There are no known equality or good relations issues associated with this report.

5	Recommendations
5.1	Committee is asked to note the current position.

6	Decision Tracking
<p>Estates Manager to provide a further update in autumn of 2013 or sooner if suitable circumstances prevail.</p>	

7	Key to Abbreviations
None	

8	Documents Attached
<p>Appendix 1 – Report presented to the Strategic Policy and Resources Committee on 22 March 2013.</p> <p>Appendix 2 – Details of submission received in response to Development Brief (RESTRICTED)</p>	



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Responses to Wilmont House Development Brief
Date:	22 March 2013
Reporting Officer:	Gerry Millar, Director of Property and Projects, Ext: 6217
Contact Officer:	Cathy Reynolds, Estates Manager, Ext: 3493

1	Relevant Background Information
1.1	The Council hold Wilmont House and Sir Thomas and Lady Dixon Park on title that requires the Council to use the premises for the greatest good of the citizens of Belfast.
1.2	At its meeting on 22 June 2012 the Committee approved the advertisement of Wilmont House for disposal on a 25 year lease by way of a Development Brief. This ratified the decision of the Parks and Leisure Committee of 14 June 2012.
1.3	Members are reminded that issue of the Development Brief followed a previous call for Expressions of Interest in developing the facility to which some six responses had been received.
1.4	Initial enquiries from a number of interested parties, following issue of the Development Brief, were encouraging, but unfortunately only one proposal was received by the closing date.
1.5	The proposal received envisages a seven year (minimum) refurbishment which would be carried out by trainees and apprentice labour in conjunction with a number of organisations who may be able to provide funding and supply trainees for the project. The project would be managed and operated by the responding Developer who would take a lease for the duration of the refurbishment and return the building back to the Council on conclusion of the works (the cost, if any, to be paid by the Council for return of the refurbished building is not stated). The Council would be invited to determine at the outset what sort of end use it envisaged and the refurbishment plans would be developed accordingly.
1.6	While the above concept may have merit in assisting with skills development in the construction sector, the submitted proposal lacks some key information, particularly in relation to the level of commitment of those organisations who may be able to provide trainees and apprentices. In addition there was insufficient evidence of a commitment by funders towards materials costs and an absence of any supported example costings.
1.7	In issuing the Development Brief the Council sought evidence of the financial

1.8	<p>sustainability of the proposal over a minimum of ten years. Because of the nature of the proposal it is unable to provide longer term sustainability and in any case, as mentioned above, the proposal lacked sufficient evidence of the availability of funding to support its 'restoration' objectives over the anticipated life of the project. In summary the submitted proposal does not provide officers with sufficient confidence that it can be carried through, although as mentioned above, the concept, or elements of it, may have some merit.</p> <p>Further information on the proposal received is contained in Appendix 1 to this report.</p>
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2	Key Issues
2.1	<p>Following the conclusion of the Development Brief process Committee is asked to consider a number of options.</p> <p><u>Option 1.</u> Proceed with the submitted proposal. Please see comments above and at Appendix 1 in relation to the submission and its evaluation.</p> <p><u>Option 2.</u> Retain the property and leave it to deteriorate i.e. maintain the status quo.</p> <p><u>Option 3.</u> Retain the property and carry out repairs at Council expense to stabilise and preserve the structural integrity of the building fabric and thereafter consider its longer term future.</p> <p><u>Option 4.</u> Enter discussions with the parties who previously expressed an interest in redevelopment of the property through the Expressions of Interest process (this includes the respondent to the Development Brief) and parties who have subsequently expressed interest, with a view to developing a fuller understanding of their present level of interest and if some form of co-operative joint scheme and working arrangements involving one or more of the parties, or another party or parties, might be feasible.</p>

3	Resource Implications
3.1	<p><u>Finance</u></p> <p>i) The submitted proposal (Option 1) appears to show there may be no capital costs to the Council (although this is not entirely clear). The Council's exposure to subsequent revenue costs would remain uncertain.</p> <p>ii) Re (Option 2) maintaining the status quo. On account of the substantial repairs required to the property no planned maintenance resource is currently allocated to Wilmont House by Facilities Management. In 2011/12 Parks and Leisure Department incurred out of hours security costs in the region of £46,000 in relation of the building.</p> <p>iii) Option 3 the cost of remedial works of this nature have not yet been estimated but could be substantial. In the absence of a proposed end use there would be no certainty around the cost effectiveness of such works. If remedial works were to be carried out the Council would necessarily start to incur on-going maintenance costs following their completion in order to ensure any investment in remedial repairs was not eroded.</p> <p>iv) The financial implications resulting from potential collaborative working</p>

	(Option 4) are not presently known.
3.2	<u>Human Resources</u> Resources from Parks and Leisure Department and Estates Management Unit and Legal Services would be involved in implementing Options 1 and 4. Resources in Parks and Leisure and Facilities Management would be involved in Options 3 and to some extent in Option 2.
3.3	<u>Asset and Other Implications</u> The purpose of the Expressions of Interest and Development Brief processes was to alter the present situation in an effort to bring a sustainable use to this Listed Building which occupies a central position in this prestigious Park. The Brief sought to provide a use with some vibrancy rather than the more negative impact of long term vacancy and its associated consequences. Alternative uses remain desirable and further investigation of a potential joint scheme could be worth pursuing.

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

5	Recommendations
5.1	Committee is recommended not to proceed with the proposal submitted in response to the Development Brief and to inform the Developer accordingly, Committee is further recommended to proceed with Option 4 above and authorise officers to engage with those parties who have previously expressed an interest in the development and restoration of Wilmont House, through the Expressions of Interest process (and subsequently) with a view to establishing if it would be feasible to marry-up any of their proposals (potentially to include third party proposals) in a joint scheme. A further report would be brought to Committee in the autumn (or sooner if a definitive position is quickly established) outlining the results of discussions and an appropriate way forward which would take account of relevant procurement practices. An update report will also be submitted to the Parks and Leisure Committee regarding the decision of this Committee.

6	Decision Tracking
	Director of Property and Projects to ensure a report is prepared for Parks and Leisure Committee and a further brought to September Strategic Policy and Resources Committee at the latest.

7	Key to Abbreviations
	None.

8	Documents Attached
	Appendix 1 – Details of submission received in response to Development Brief.

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Future Management Arrangements for Dunville and Woodvale Park
Date:	11 April 2013
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	Stephen Walker, Departmental Portfolio and Programme Manager

1	Relevant Background Information
	<p>The Committee is reminded that at its meeting on 10 May 2012 it received a report which considered future management arrangements in respect of Dunville and Woodvale Parks. The report highlighted these projects as the first major refurbishment schemes within the Parks estate for many years profiled in the Investment Programme. It was further noted that the projects had been progressed as regeneration schemes with the aim of improving the quality of life of those who live within the surrounding neighbourhood. It was suggested in the report that following the completion of the physical works that it was important to sustain the progress. It was proposed that central to the delivery of improved quality of life was how we manage the parks in the future.</p> <p>It was noted that there had been significant engagement and collaboration between Council Officers and community representatives during the development phases of each scheme and that relationships had been established and formed over the period. It was suggested to further secure the relationships and help to build capacity that we consider a range of management options. Underpinning this proposal is the desire to involve the community more positively in the management of the park and the delivery of its outcomes. A series of options were considered:</p> <ul style="list-style-type: none"> • Option 1 BCC undertake the management of Park without Community involvement; • Option 2 - A Community based organisation undertakes the Management of the park – this may take the form of a social

	<p>enterprise company</p> <ul style="list-style-type: none"> • 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. <p>Following on from this, Blueprint Consulting was appointed through a competitive procurement process to carry out consultation with a range of user groups / individuals from each area. The consultation essentially sought views on the options presented above, sought additional options and considered how we might move towards a management model which involves the community more in the delivery of the outcomes associated with parks.</p> <p>In short, there was a strong consensus in favour of Option 5 above. There was strong view that a partnership between the council and the community could help realise the potential offered by the refurbishment of the parks.</p> <p>There was a sense that the communities wished to create a ‘Peoples Park’, a ‘living space’ and that the refurbishment works created an opportunity to foster ambition for the parks. The consultation highlighted a range of opportunities. These included:</p> <ul style="list-style-type: none"> • General social use – passive recreation; • Sporting and health related activities; • Promotion and use of the grounds; • Cultural activities; • Community use; • Educational links such as environmental projects; <p>There was recognition that there were two broad generic management roles; there was an operational element which included general maintenance and opening and closing the facility; it was agreed that this would remain the responsibility of the Council. There was a wider management role which related to promotion of the park and the facilities and programming around encouraging use of the park. Whilst it was accepted that the Council had a central role to play it was noted that the community could make a valuable contribution.</p>
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2	Key Issues
	<p>The critical issue for Members to consider is how we give effect to the concept of a neighbourhood management approach which gives the community an active input to the delivery of the outcomes associated with the parks. Discussions with the community representatives have led us to conclude one way forward may be in the form of a central advisory group with the aim of representing a wide range of interests from within the community as outlined in the background section above. Within the</p>

	<p>discussions a number of issues arose, these included:</p> <ul style="list-style-type: none"> • The importance of the role of local residents and within that specific reference was made to those who live immediately adjacent to the parks; • Clear terms of reference for the group and clear governance; • The need to avoid duplication with other groups in the area; sustainability was highlighted and the need to link in with existing structures was emphasised, whilst at the same identifying gaps, such as for examples local schools and businesses; • The need to define clearly roles and responsibilities with the community group and to build capacity. <p>Underlying principles which emerged included:</p> <ul style="list-style-type: none"> • The need for inclusivity to ensure a wide range of interests are represented; • The need for balance to ensure that no single view can dominate; • Strong and proactive communication and engagement with the wider community; • The need for resources to be put to support the development of the model; initially this was seen as the allocation of a budget to support activities in the parks at least during the first year following the works; • The need for programming of activities in the park; • The need for a review of the approach within 18-24 months, to .inform and align with a view to corporate planning <p>An outline of the proposed pilot approach is attached as Appendix 1.</p>
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3	<p>Resource Implications</p> <p><u>Financial</u></p> <p>Consideration will be given to the establishment of a budget to facilitate the management arrangements in the first year of operation. This will be sourced within existing budgets.</p> <p><u>Human Resources</u></p> <p>Support for the group will impact on the workload of existing staff, however, there will be no additional human resource requirements.</p> <p><u>Asset and other implications</u></p> <p>This approach represents a significant deviation from existing management models within Parks and Leisure and represents an opportunity to assess the real impact of greater community involvement in the management of our assets.</p>
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4	Equality and Good Relations Considerations
4.1	There are no equality implications.

5	Recommendations
5.1	<p>The Committee is asked to note the report and to agree that:</p> <ol style="list-style-type: none"> 1. The proposed approach be piloted for 18-24 months and be subject to review; 2. The membership be drawn from the respective Neighbourhood / Area Partnership Boards, local schools, businesses and residents as appropriate; 3. The group is chaired by an appropriate Council Officer; 4. A development programme is put in place to support the work of the group during its first year.

6	Decision Tracking
	A further report will be brought to Committee in August 2013.

7	Key to Abbreviations
	BCC – Belfast City Council

8	Appendices
	Appendix 1 – outline of proposed model

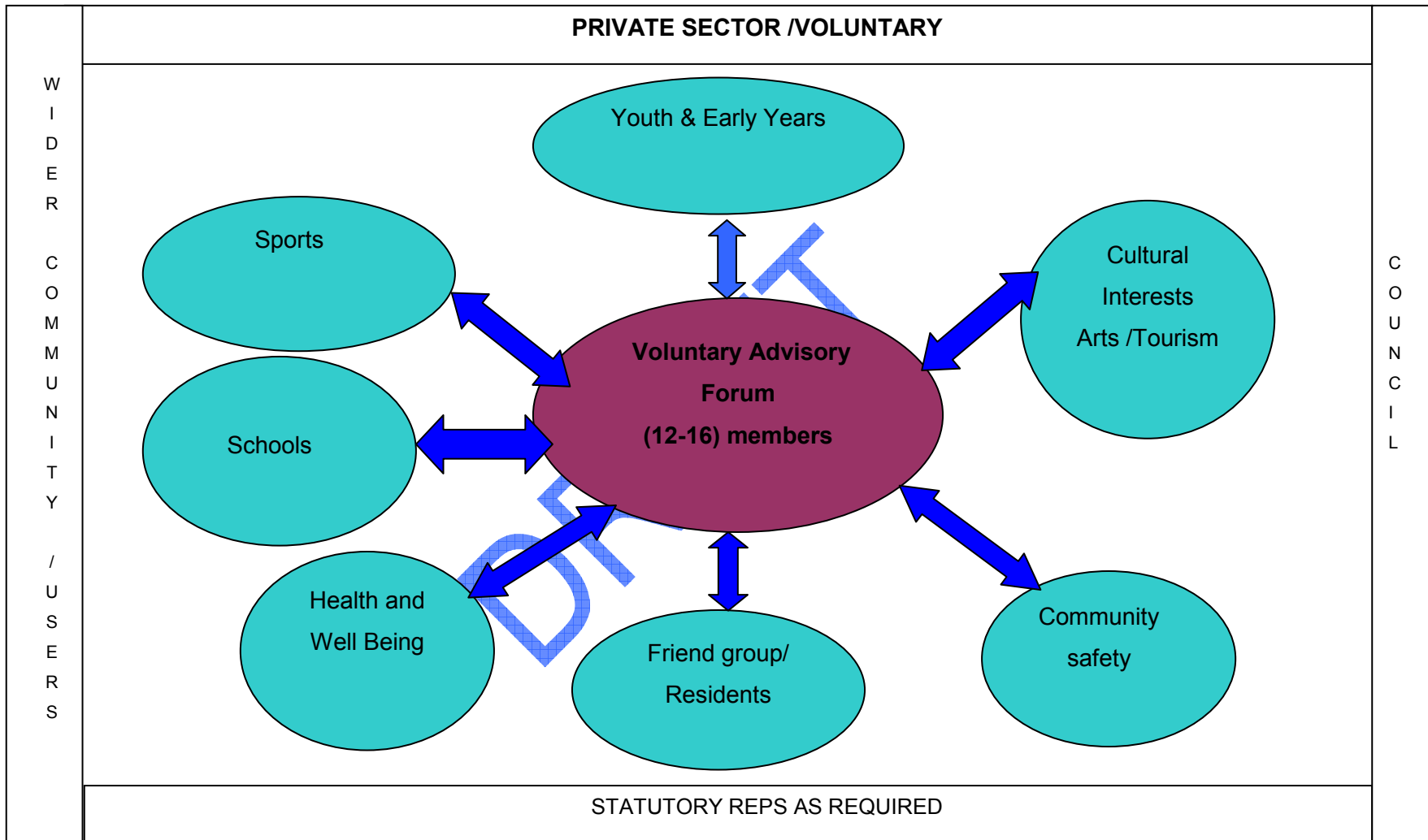
An Outline Model

- 3.1 Informed by the discussions to date the following model is proposed for consideration. This is supported by outline draft terms of reference and some proposals re supporting issues including budgets, resources and capacity building.

The underlying basis of the model is to have a structure and membership that is relevant to the desired outcomes of the park, and which is actively engaged and committed to the vision of the Park and the objectives underpinning the investment from Council and BRO and BCC's strategic themes from its Open Spaces strategy¹. A hub/network model allows for communities of interest to be included drawn from local residents, statutory, voluntary and community sector, and sporting and cultural interests as appropriate. At the centre of the model we have set out a range of issues which we believe should be the focus at this time, these may change over time and depending on resources there may be a greater focus on some than on others, although there may be an element of interdependence and / or overlap. One important element of this model is that the Park and its activities are very much part of the wider community which it serves, this could in structural terms be illustrated through a link to, for example, an area partnership board. The structure recognises the benefits from existing community structures.

¹ BCC Open Space Strategy 2005 Your City, Your Space (2005) BCC's vision of how Belfast's open spaces will develop between 2005 and 2020. Key themes of People and community, Our heritage, Healthier places and Safer Space

Diag 1: Preferred Hub/Network Model



3.2 Terms of Reference / Specification²

Name: Woodvale /Dunville Park Voluntary Advisory Group

Purpose

The purpose of the advisory group is to develop, oversee and help deliver an agreed management plan for the Parks to create a community resource and a legacy for the whole community.

Objectives

- In partnership with the Council and other partners the group is committed to;
- Enhance the sense of ownership of the park by the community
- 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,
- Maximising the asset to deliver across the corporate strategic managers of Council.

Responsibilities

- To help develop an annual engagement plan for the park that will support the delivery of the objectives;
- To help oversee the delivery of the plan;
- To help promote the park locally and throughout the City, working in partnership with BCC, community partners and relevant communities of interest (residents, businesses, sporting, cultural, community, leisure)
- To help develop and deliver a programme of events and activities working in partnership with BCC, community partners and relevant communities of interest (residents, sporting, cultural, community and leisure) to contribute to the vision and objectives agreed.

² Additional Governance Guidelines are set out at Appendix 2

- To ensure that there is a balanced programme of activities and events throughout the year with the recognised communities of interest having an opportunity to support and promote their interests in a manner that is transparent and equitable.
- To work with the Council to protect the environmental amenity of the park and its precincts.
- To work with the Council to promote environmental education,
- To promote a wider sense of ownership and increased usage by local residents.

Membership

The membership of the Group is open to all organisations and bodies considered to have an interest in the development and promotion of the Park and who can make a contribution to delivering the vision and objectives of the respective Parks.

It is proposed that the initial membership will be between 12-16 members to facilitate an effective structure. In securing members there are a number of options which could be considered as follows;

Option 1: Working through existing structures

The Council seek nominees working through existing community structures (Neighbourhood Renewal and or Area Partnerships) who in turn will seek volunteers from amongst its current membership drawn from interest groups. Where it is considered necessary expressions of interest will be sought from representative bodies' e.g. existing sports and arts bodies and or relevant statutory bodies. Members will be nominated and have the full support of their organisations/agencies to attend and participate. This will require the nominating organisation to formally endorse the terms of reference and protocols and have this recorded in their minutes. Only individuals formally endorsed by their nominating bodies will be permitted as members.

Option 2: Working directly with Communities of interest

The Council work directly with interested parties e.g. existing sports and arts bodies and or relevant statutory bodies and seek nominations. As above those nominated would have to have the full support of their respective nominating bodies.

As this is likely to be a period of transition it may be more practical to consider working directly through existing structures for an initial period of 18 months.

This can be reviewed.

Sub groups

It is likely that the group may establish task groups to develop and progress specific areas of work e.g. Promotion and fundraising

Time Commitment Required.

It is estimated that role will requires an estimated commitment of: 3 hours per month. During the early stages a greater commitment of time will be required, possibly a day per month. This will likely be reduced to a normal monthly meeting as the activities are implemented

The Group shall meet as necessary and at least every month for 6 months from March 2013. Thereafter meetings may be quarterly dependent upon the wishes of the group.

Quorum

All participants in the Group are encouraged to attend every meeting. The quorum is a minimum of **6 members**. Any member who does not attend 3 consecutive meetings will be deemed as no longer a member of the Group.

Secretariat

The secretariat will be provided initially by the BCC. The group may decide to offer to provide a secretariat support at a future point. The Secretariat will be responsible for ensuring that participants receive meeting agendas and appropriate papers at least five working days before the meeting.

Decision Making

The working group shall apply a consensus approach to its decision making. If in the event that consensus can not be reached a vote may be taken with a simple majority carrying the vote. In the event of a tied issue the Chair will have a casting vote. As the Parks are owned by Council all decisions taken in terms of the annual plan, events and programming are presented and agreed within the relevant Council Committee. The working group has no delegated authority and will act in an advisory capacity only.

3.3 Capacity Building

While both communities have a network of experienced community organisation and community representatives the Advisory groups represent a new departure for the Council and therefore the group and Council may need support particularly at the outset to ensure that the group functions effectively. This may include supporting the group during its formation stage e.g. supporting the group develop a shared view of the vision and mission and objectives for the parks, providing support in governance training, supporting and providing training re the role of the Chair.

3.4 Resources

To enable the group to meet its purpose it is intended that a budget be set a side to support the delivery of the programme in year 1. It is unlikely that the budget will be sufficient to deliver a full range of events and activities and alternative funding may be required. The group will be able to make application to other sources of funding within the council providing it meets the necessary criteria as may be set

3.5 Measures of Success

Measuring the effectiveness of the new structure may be done at a number of levels.

- Is the Park achieving its stated aim and objectives in terms of the contribution to the quality of life and supporting objectives.
- Is the partnership represented by the new group working effectively and efficiently?
- Are members enthused and committed in their role of promoting and supporting the new Park.
- Is the Group fulfilling its terms of reference
- Are both parties i.e. the Council and partners around the table fulfilling their respective roles?

3.6 A Review Process

Related to the above and the experimental nature of the approach being adopted by the Council after 18-24months, a pilot period will be undertaken and reviewed in the context of wider corporate initiatives in relation to area planning.

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Promoting Urban Sports for All (PRO-US-ALL)
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Cormac McCann, Leisure Development Manager

1.	Relevant Background Information
1.1	Members will be aware that the Departments Leisure Development Unit has a previous track record of engaging in projects funded through the EC Preparatory Actions in the Field of Sport. This is fundamental to the Council building transnational partnerships and positioning itself for the new round of EU Structural Funds which will include a dedicated programme for sport, for the first time.
1.2	As a result of prior European engagement, Council was approached in July 2012 to maintain its links with Milan through the 2012 call for applications under the above mentioned funding stream. This newly approved project is entitled PRO-US-ALL and is lead by the Comunita Nuova ONLUS, a not-for profit organisation which works with disenfranchised and problematic youth.
1.3	The project partnership consists of 14 partners coming from 10 Member States and over an 18 month period from 2013 – 2014 they will work on methods to promote sports in local communities and for strengthening the visibility of the role of sports for social welfare and local development. The work programme will include a series of workshops, seminars, local sports days, capacity building exercises and the use of social media to develop innovative approaches to promoting sport.

2.	Key Issues
2.1	In line with the main objective of the call, the project “PRO US ALL” aims

	at creating a transnational partnership of Municipalities, local authorities and organisations operating in the fields of sport at a municipal level, for developing, sharing experiences and testing an innovative approach (Municipality Action Plans) for promoting sports in local communities and for strengthening the visibility of the role of sports for social welfare and local development.
2.2	The Lead Partner will be in charge of project management and coordination and is also responsible for the laying down the Project Partnership Agreement (PPA) which sets out the main responsibilities of the LP and project partners, financial provisions and governance issues. As a project partner Belfast is required to sign the partner agreement which enables partnership activity to proceed and the release of any associated grant.
2.3	Belfast's participation in the project will contribute to improving the quality of life and well being of citizens, encouraging healthy safe and active lifestyles. It also presents an opportunity to showcase best practice projects and programmes delivered by Belfast City Council.

3.	Resource Implications
	<u>Financial</u>
3.1	The total project cost is €240,000 and Belfast will receive a direct financial intervention of €20,000 to implement this local programme of which €4,000 is a contribution in kind from Belfast City Council via Officer salaries, €4,000 private sector investment which has been secured by the lead partner and €12,000 EU grant.
3.2	<u>Human Resources</u> Officer time will be required for delivery of work programme at local level.
3.3	<u>Asset and Other Implications.</u> None at this stage

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

5.	Recommendations
	Committee is asked to approve the Council's involvement in the promoting Urban Sports for All European Programme.

6.	Decision Tracking
	If approval granted the Director of Parks and Leisure will provide a project

	update report from the Leisure Development Manager to members in October 2013.
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7.	Key to Abbreviations
	PPA-Project Partnership Agreement LP- Lead Partner

8.	Documents Attached
	None

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	City Cemetery Decorative Arts Project
Date:	11 April 2013
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	Pete Murray, Antisocial Behaviour Coordinator

1.	Relevant Background Information
	<p>Members will recall the proposal to develop a decorative arts mural which was presented to the Parks and Leisure committee in the City Cemetery Improvement Programme report, dated August 2012.</p> <p>The proposal made by local community representatives, requested resources to develop a mural project to address ongoing reports of youths gathering, drinking, littering and daubing the City Cemetery wall and gravestones with graffiti. The cost of the project was initially estimated at £6,500. Design suggestions included covering the wall with images of a secular nature connected and respectful to the environment. The proposal was approved contingent upon the involvement of cross community groups and organisations.</p>
2.	Key Issues
	<p>An internal officer group was established and tasked with:</p> <ul style="list-style-type: none"> • Coordinating the project, • Establishing a stakeholder group and, • Identifying an appropriate procurement process. <p>The internal officer group reviewed similar council projects to identify lessons learnt. They recognised that procurement for this project would present a challenge as resources were limited to £6,500. The wall is approximately 350 metres long and costs were estimated at £100 per linear metre which indicates costs of £35,000 for the entire wall.</p>

Officers from the Parks and Leisure department and the Development department met and considered the procurement of an organisation that could:

- Seek further funding to ensure the entire wall was included in the finished product,
- Engage cross community groups and organisations and,
- Deliver a high quality public arts project on the theme of “City Cemetery and its place in the history and development of Belfast City”.

A specialist arts production organisation was identified, which could be procured as a proprietary service provider. However, as the project neared the end of the 2012/13 financial year, the combination of limited time and resources presented an obstacle to initiating the project. The allocated budget of £6,500 remained unspent.

Following consultation with local members, the project was halted until the following options have been considered by the Committee.

Available Options:

1. End the project and leave the City Cemetery wall in its current state.
2. Allocate the same amount of £6,500 from 2013/14 budgets and proceed with a low cost painted decorative arts project on a small portion of the City Cemetery wall using images of a secular nature connected and respectful to the environment which facilitates the involvement of cross community groups and organisations.
3. Support a decorative arts project in the City Cemetery using the theme of “City Cemetery and its place in the history and development of Belfast City”. Design and implement the project with cross community consultation and participation, using a variety of creative arts media to encompass the majority (or the entirety) of the City Cemetery wall. Establish that responsibility for raising funds to cover a significant portion of costs for the project will rest with the procured artist. In order to mitigate the risks to the procured artist, the department can underwrite the costs of the project up to the value of £29,000.

Options appraisal:

Option one does not address the issue of antisocial behaviour and graffiti on the wall and gravestones. This option does not engage the community in a response to concerns about youths gathering and is not a preferred option.

Option two repeats a difficult process that was ultimately unsuccessful. This option provides a response to the issue of antisocial behaviour and graffiti. However, once the costs for cross community consultation and repairs to the wall have been taken into account, there are limited resources available for the community to participate in placing artwork on the wall. Procurement of this option is hampered by the limited budget

	<p>which further increases the risks to achieving a high quality outcome.</p> <p>Option three is the preferred option, as it provides adequate resources to:</p> <ul style="list-style-type: none"> • Address the underlying issues and removal of an eyesore and, • Engages the community in the provision of a significant and unique public art attraction. <p>Option three provides most flexibility in producing a large scale public art installation. Financial support from the department can be released in managed stages across 12 months. In doing so, procurement of the project can proceed unabated and the procured artist can source funding with support of the underwritten financial resources from the Parks and Leisure department. This option provides the most support for community groups to take ownership of the work and for achieving a high quality outcome.</p>
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3.	<p>Resource Implications</p> <p>Financial: to resource option three, £29,000 can be drawn from the existing departmental antisocial behaviour programme budget for 2013/14.</p> <p>Human resources: There are no additional human resource implications other than Officer time.</p> <p>Asset and other implications: The creation of a high quality public art installation at the City Cemetery site would increase legitimate visitor numbers and enhance the site as an historical and culturally significant asset.</p>
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4.	<p>Equality Implications</p> <p>Much of the ASB programme work spans activities related to reducing interface tensions or responding to community concerns. All of the programme work is in line with the Council's Equality and Good Relations policies and procedures.</p>
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5.	<p>Recommendations</p> <p>The Committee are requested to consider the report and members are asked to approve option three.</p>
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6.	<p>Decision Tracking</p> <p>Update reports will be brought back to the Committee in October 2013 and March 2014.</p>
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7.	Key to Abbreviations
	None.

8.	Documents Attached
	None.

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject	Temporary Closure of Belfast Zoo
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Rose Crozier, Assistant Director of Parks and Leisure

1.	Relevant Background Information
	<p>Heavy snowfall on the night of 21 March followed by gale force winds on the night of 22 March caused severe damage to Belfast Zoo which included: breaches to fences, fallen trees, roads and paths rendered impassable.</p> <p>Due to the damage to enclosures and fences, animals had to be shut in and only let out for short periods. The decision to close was made in the context of animal welfare, public health and safety and the imminent Easter period which because of improving weather and lighter evenings is traditionally a busy time of year for the Zoo.</p>

2.	Key Issues
	<p>The Zoo was inaccessible from 22 March 2013 due to severe weather conditions.</p> <p>Significant damage was done to enclosures and maintenance was also hindered through the inaccessibility of roads and paths.</p> <p>Work has been ongoing involving Parks grounds staff, Property Maintenance staff and external contractors to restore the Zoo to full operation. The extent of the repair work was such that the Zoo was unable to open for the Easter bank holiday.</p> <p>The Corporate Communications team liaised with media and used all other channels such as web and social media to get the message out about the Zoo closure and the reopening.</p> <p>At the time of writing it is estimated the Zoo will reopen for business from Friday 5 April 2013.</p>

3.	Resource Implications
	<p>Finance An analysis of the impact of the closure on income and the cost of repairs will be conducted once works have been completed.</p> <p>Human Resources Significant staff resources were deployed during the weekend and bank holiday to clear roads, paths, and trees and to do repair works.</p> <p>Assets As significant damage was done to fences and enclosure, work has been ongoing to restore the site.</p>
4.	Equality and good relations implications
	No impact.
5.	Recommendations
	Committee is asked to note the report.
6.	Decision Tracking
	Assistant Director of Parks and Leisure
7.	Key to Abbreviations
	None
8.	Documents Attached
	None



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Intention to Seek Tenders for the Procurement of Supplies and Services
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officer:	Pearse McCormick, Finance & Systems Manager

1	Relevant Background Information
	<p>In April each year approval is sought for a list of planned procurement exercises for the department. In addition, if necessary a supplementary report is tabled in October seeking approval for additional tenders.</p> <p>This report lists the identified, planned, procurement exercises for the financial year 2013/14. As previously reported, there may also be occasions when individual requests are tabled outside of the two main reports, but these will be by exception and reasons will be included in any such report.</p>

2	Key issues / events.
	<p>It is intended to initiate procurement exercises for the following contracts/tenders;</p> <ul style="list-style-type: none"> • Animal Healthcare at The Zoo; • Annual Bitumen Macadam, Inc Small Engineering, Works • Supply & Delivery of Pool Treatment Chemicals for Indoor Leisure and The Zoo; • Provision of a Regular Cash Collection Service at various Parks and Leisure locations; • Supply & Delivery of Live Food to The Zoo; • Provision, Servicing & Maintenance of Vending Machines at Leisure Centres; • Fun Fair at Boucher Road Playing Fields • Servicing and Maintenance of Cardio Vascular Equipment in Leisure Centres. <p>The department will ensure appropriate contract management processes are in place for each tender. At present , the anticipated duration for each is 3 years, subject to satisfactory performance and annual review. Committee is asked to note that all tenders will be evaluated on both cost and quality and tenders will be awarded to the most economically</p>

	advantageous tenders.
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3	Resource Implications																
	<p><u>Financial</u> The cost / value of each tender has been provided for within the relevant Revenue Estimates for the department. Anticipated value where known, is as follows;</p> <table border="1"> <thead> <tr> <th>Tender</th> <th>Potential Annual Cost Revenue</th> </tr> </thead> <tbody> <tr> <td>Animal Healthcare at The Zoo;</td> <td>£90,000</td> </tr> <tr> <td>Annual Bitumen Macadam, Inc Small Engineering, Works</td> <td>£400,000</td> </tr> <tr> <td>Supply & Delivery of Pool Treatment Chemicals for Indoor Leisure and The Zoo;</td> <td>£28,000</td> </tr> <tr> <td>Provision of a Regular Cash Collection Service at various Parks and Leisure locations;</td> <td>£18,000</td> </tr> <tr> <td>Supply & Delivery of Live Food to The Zoo;</td> <td>£15,000</td> </tr> <tr> <td>Provision, Servicing & Maintenance of Vending Machines at Leisure Centres;</td> <td>£60,000. Revenue</td> </tr> <tr> <td>Fun Fair at Boucher Road Playing Fields</td> <td>£20,000 Revenue</td> </tr> </tbody> </table> <p>Note. The contract for Annual Bitumen Macadam works will cover the entire Council, as a demand led contract. The projected spend for Parks & Leisure will be approximately £400,000 per annum.</p> <p><u>Human Resources</u> There are no additional human resource implications</p> <p><u>Asset and Other Implications</u> Completion of the identified procurement exercises will enable the department to continue to provide a high standard of service while still effectively managing our resources</p>	Tender	Potential Annual Cost Revenue	Animal Healthcare at The Zoo;	£90,000	Annual Bitumen Macadam, Inc Small Engineering, Works	£400,000	Supply & Delivery of Pool Treatment Chemicals for Indoor Leisure and The Zoo;	£28,000	Provision of a Regular Cash Collection Service at various Parks and Leisure locations;	£18,000	Supply & Delivery of Live Food to The Zoo;	£15,000	Provision, Servicing & Maintenance of Vending Machines at Leisure Centres;	£60,000. Revenue	Fun Fair at Boucher Road Playing Fields	£20,000 Revenue
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Animal Healthcare at The Zoo;	£90,000																
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Provision of a Regular Cash Collection Service at various Parks and Leisure locations;	£18,000																
Supply & Delivery of Live Food to The Zoo;	£15,000																
Provision, Servicing & Maintenance of Vending Machines at Leisure Centres;	£60,000. Revenue																
Fun Fair at Boucher Road Playing Fields	£20,000 Revenue																

4	Equality Implications
	None

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.

6	Decision Tracking
	All tenders to be issued, evaluated and approved during the financial year 2013/14.

7	Key to Abbreviations
	None

8	Documents Attached
	None



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Improvement Programme – operational reviews
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officer:	Rose Crozier Assistant Director of Parks and Leisure

1	Relevant Background Information
	As part of the Departmental Improvement Programme operational efficiency reviews have been ongoing since January 2012 and have resulted in a number of recommendations being approved by Committee.

2	Key issues
	<p>In September committee approved the creation of the Neighbourhood and Development manager post to ensure the strategic management and oversight of delivering the development functions for the department as well as delivery of key strategic programmes of work (such as the Council's Investment Programme).</p> <p>This post is now recruited and the following functions are now reporting through this post on an interim basis until the full findings of the review are brought back to committee:</p> <ul style="list-style-type: none"> • Policy and Business Development Unit • Leisure Development Unit • Open Spaces and Active Living Unit • Landscape Planning and Development Unit • Capital Projects. <p>(See appendix 1)</p> <p>Priority will be given to this review with further work being undertaken to bring together the Parks and Leisure operations and to establish management of the Departments' commercial businesses, i.e. Belfast Castle, Malone House and Belfast Zoo.</p>

	<p>Within Parks Operations a number of reviews have been completed including those aligned to the efficiency agenda. A recommendation has been made to operationally re-designate the four existing Part time Leisure Car Park attendants into the new role of Mobile Facility attendants. This will allow cover to be provided by existing staff for both outdoor pitch facilities and indoor bowling facilities. The role also has flexibility built into it to cover parks events and mobile playground duties on an ad hoc basis. The current structure includes 16.5 FTE bowling pavilion cashiers on a seasonal basis and this will now be Mobile Facility Attendants and provide an FTE of 18.5 which will be a mixture of part time, seasonal and casual cover.</p> <p>Other seasonal posts have also been reassessed and currently there are 11 seasonal Gardener Scale 3 posts which we would propose is increased to 15. There are currently 4 seasonal Park Operatives and we would propose these are increased up to 10 posts.</p>
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3	Resource Implications
	<p><u>Financial</u> The post of Commercial Development Manager has been provided for in the 2013/14 revenue estimates. The funding for the Mobile Facility Attendants is provided for within the leisure operations budget however there is a cost to re-designate these four posts: Cost of re-designating Scale 1c – scale 3 £9710 approx This amount will be provided for by a reduction in the Parks overtime budget.</p> <p>Currently there is funding for 16.5 FTE bowling cashiers at scale 3 which is currently provided for by agency staff. It is recommended that this budget is used to provide the Mobile Facilities Attendants on the same grade.</p> <p>The funding for the additional seasonal Gardener and Parks Operative posts set out above will be provided for from reallocating existing agency budgets.</p> <p><u>Human Resources</u> Staff and trade unions have been consulted throughout these reviews and will continue to be involved in the Development review and any post review assessments. It is acknowledged that the affected post holders will be required to sign and agree amended job descriptions to take account of the changes to roles, responsibilities and reporting lines.</p> <p><u>Asset and Other Implications</u> The effective use of resources will ensure that our facilities are properly maintained, secured and used.</p>

4	Equality Implications
	None

5	Recommendations
	<p>Committee is asked to approve:</p> <ul style="list-style-type: none"> • The interim structure for the development strand subject to final

	<p>review</p> <ul style="list-style-type: none"> • The re-designation of part time Car Park Attendants scale 1c to part time Mobile Facility Attendants scale 3 • The current FTE and budgets for bowling cashiers to reallocated to the Mobile Facilities Attendants posts • The reallocation of agency budgets to create additional seasonal parks Gardener and Park Operative posts
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6	Decision Tracking
	All actions to be completed by the Assistant Director of Parks and Leisure

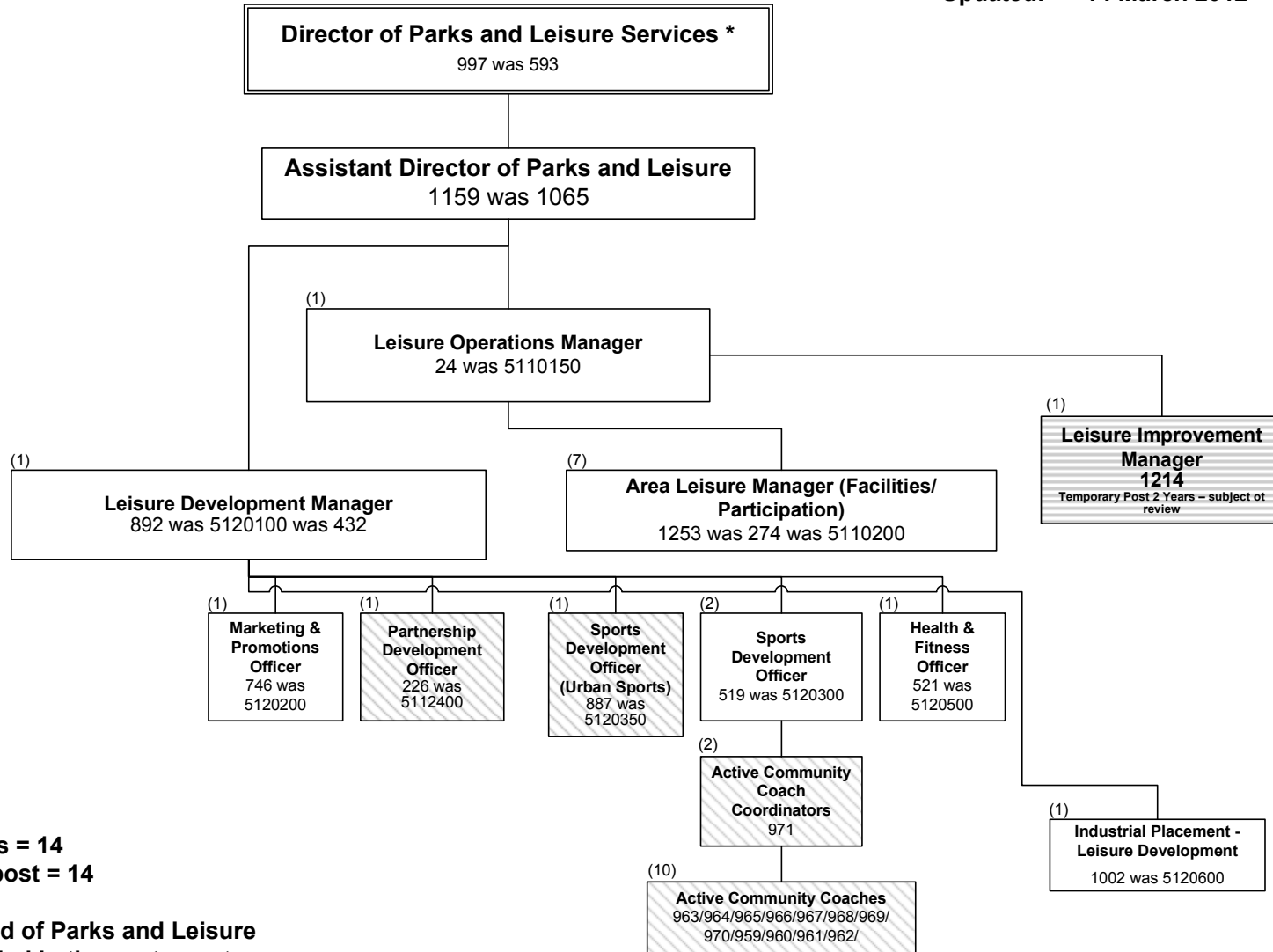
7	Key to Abbreviations
	None

8	Documents Attached
	Appendix 1 Existing Structures Appendix 2 Proposed Structures including interim Development Strand Structure and proposals above

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Parks and Leisure Department - Leisure Services Section

Status: Current
 Approval: CMT
 Date: 29 Feb 2012
 Updated: 14 March 2012

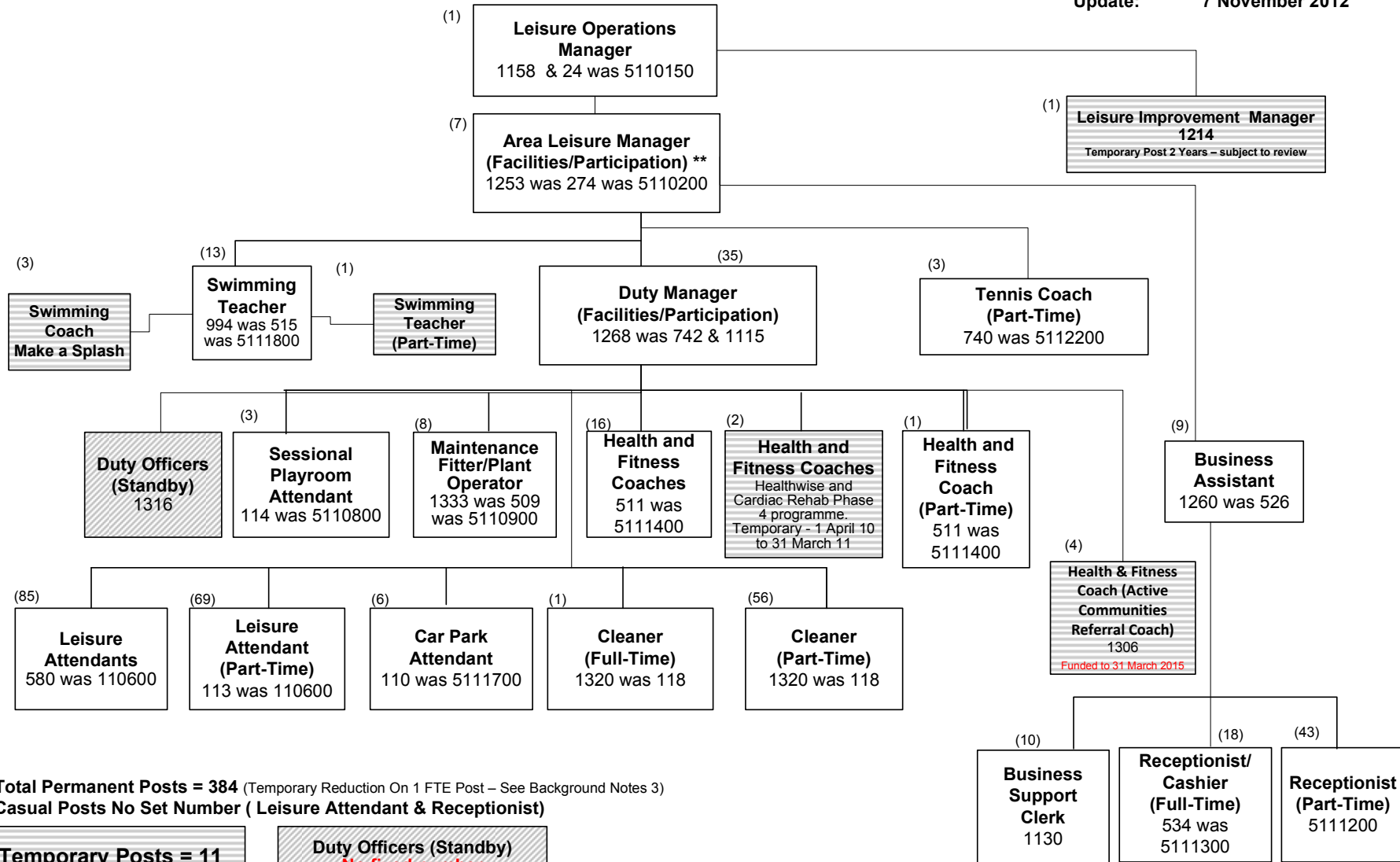


Total Permanent Posts = 14
 Fixed Term Contract post = 14
 Temporary Post = 1

* Note: Director & Head of Parks and Leisure Department not included in the post count

Parks and Leisure Services – Leisure Centre Structures

Status: Current
 Approval: P&L Committee
 Date: 13 Sept 2012
 Confirmed: Council 1 Oct 2012
 Update: 7 November 2012

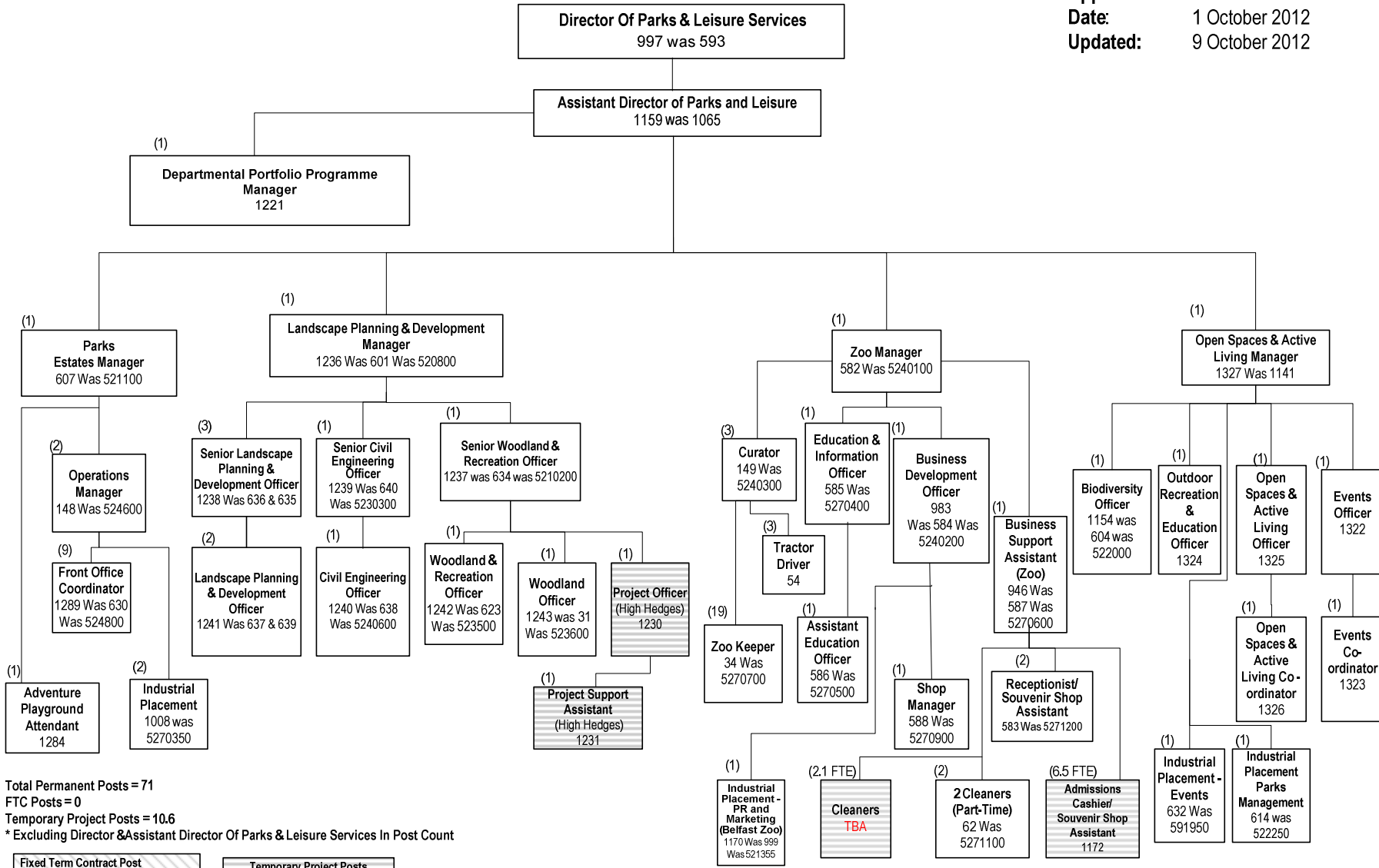


Total Permanent Posts = 384 (Temporary Reduction On 1 FTE Post – See Background Notes 3)
 Casual Posts No Set Number (Leisure Attendant & Receptionist)

Temporary Posts = 11
 Duty Officers (Standby)
 No fixed number

Parks & Leisure Services - Parks Development

Status: Agreed
Approved: P&L Committee
Date: 13 September 2012
Approved: Council
Date: 1 October 2012
Updated: 9 October 2012

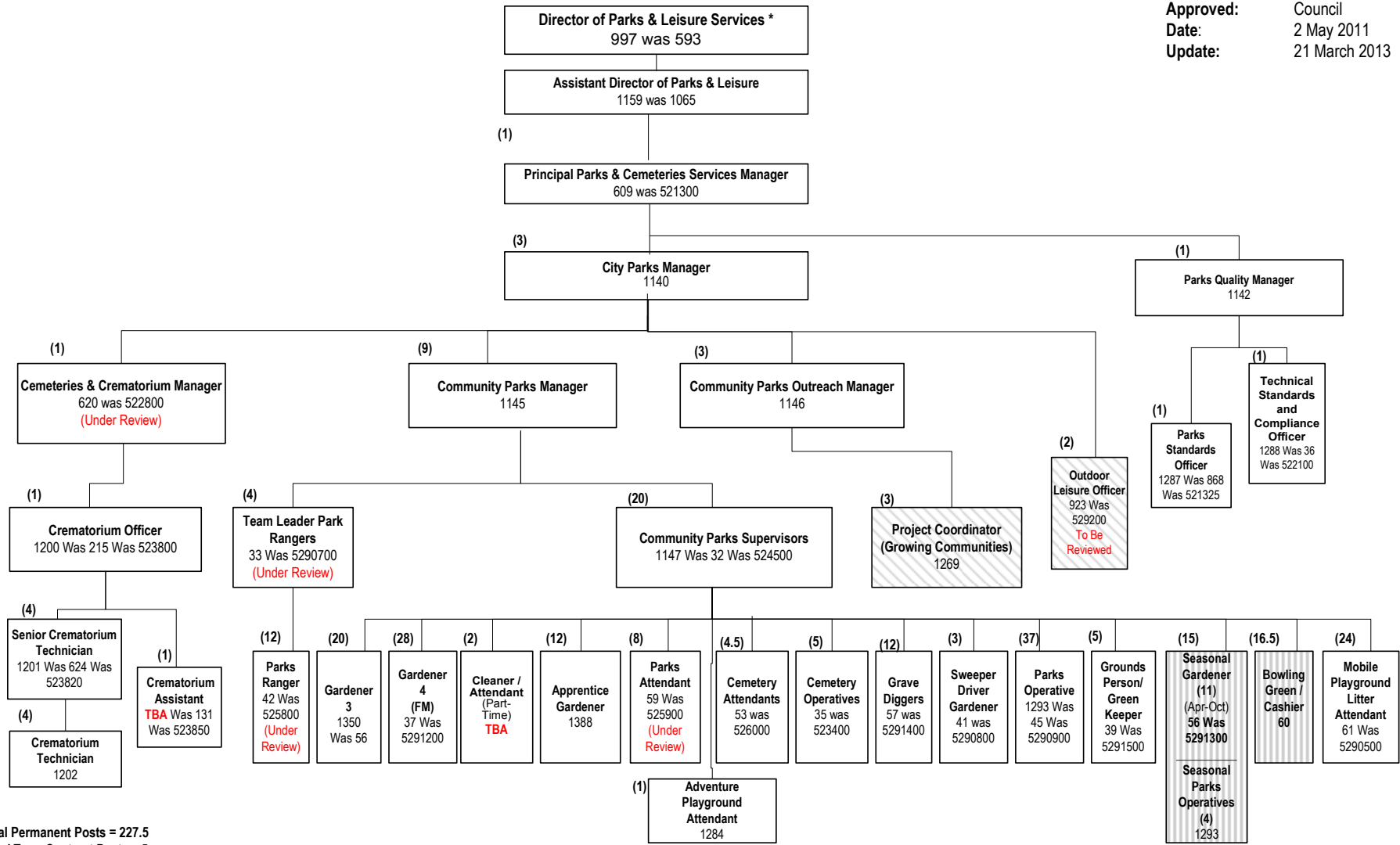


Total Permanent Posts = 71
 FTC Posts = 0
 Temporary Project Posts = 10.6
 * Excluding Director & Assistant Director Of Parks & Leisure Services In Post Count

Fixed Term Contract Post
Temporary Project Posts

Parks and Leisure – Parks and Cemeteries Operational Services

Status: Agreed
Approved: P&L Committee
Date: 14 April 2011
Approved: Council
Date: 2 May 2011
Update: 21 March 2013



Total Permanent Posts = 227.5

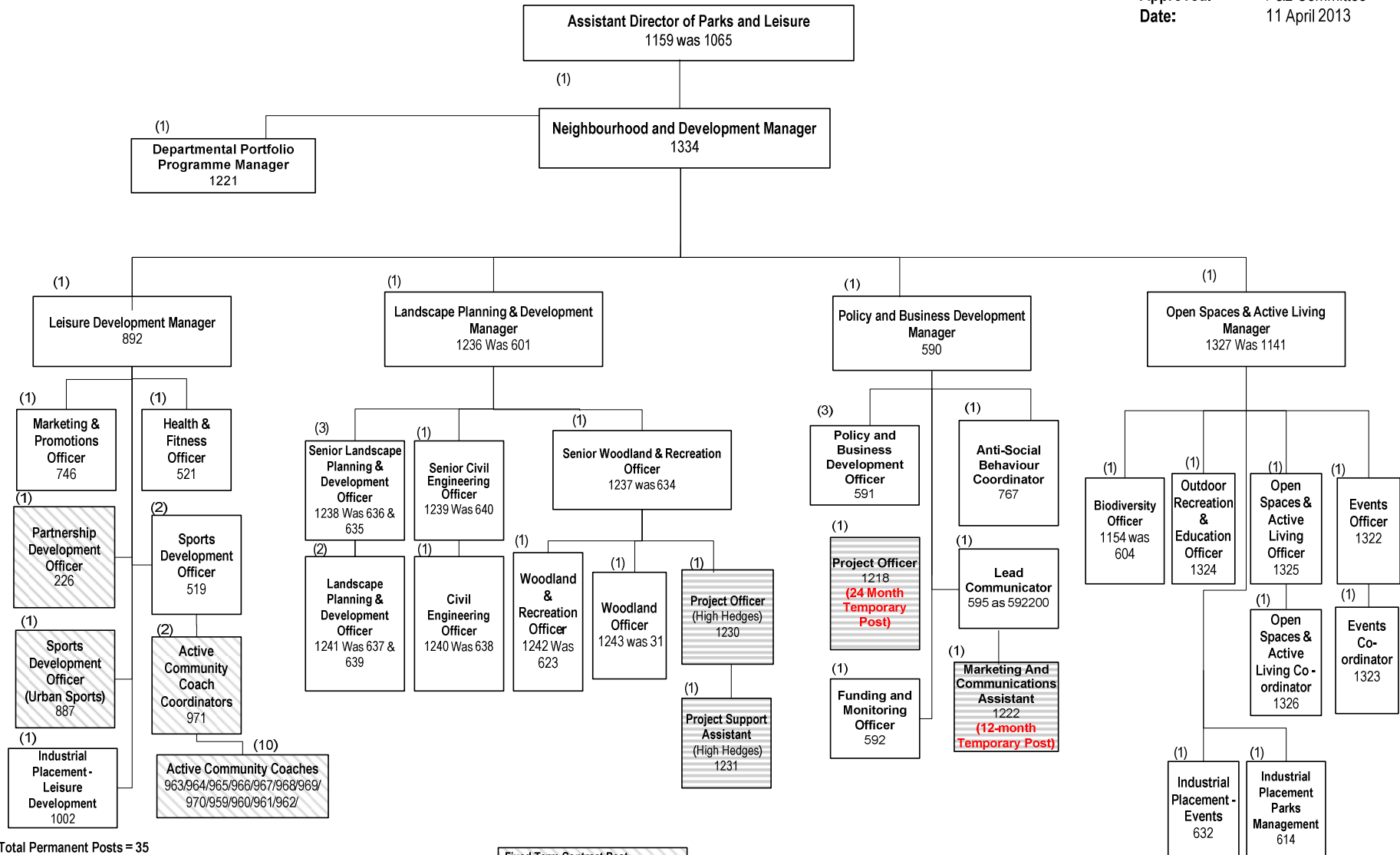
Fixed Term Contract Posts = 5

* Note: Director & Head Of Parks And Leisure Services, Seasonal Gardeners (11) / Seasonal Parks Operatives (4) & Bowling Green / Cashier 16.5 Not Included In The Post Count

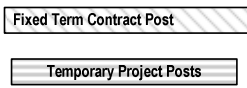


Parks & Leisure Services – Neighbourhood and Development Services

Status: Proposed
 Approved: P&L Committee
 Date: 11 April 2013

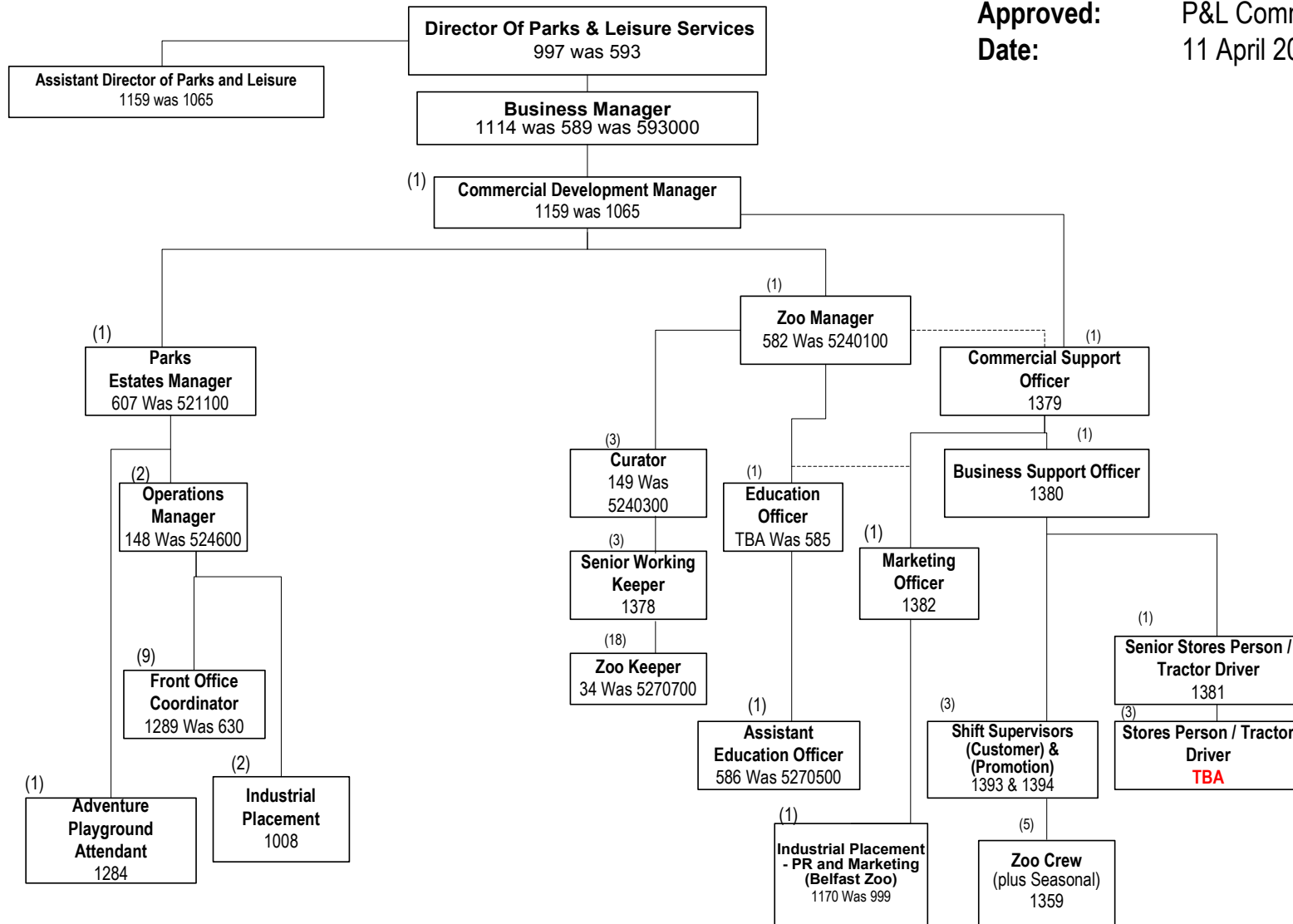


Total Permanent Posts = 35
 FTC Posts = 14
 Temporary Project Posts = 4
 * Excluding Assistant Director Of Parks & Leisure Services In Post Count



Parks & Leisure Services - Parks Development

Status: Proposed
 Approved: P&L Committee
 Date: 11 April 2013

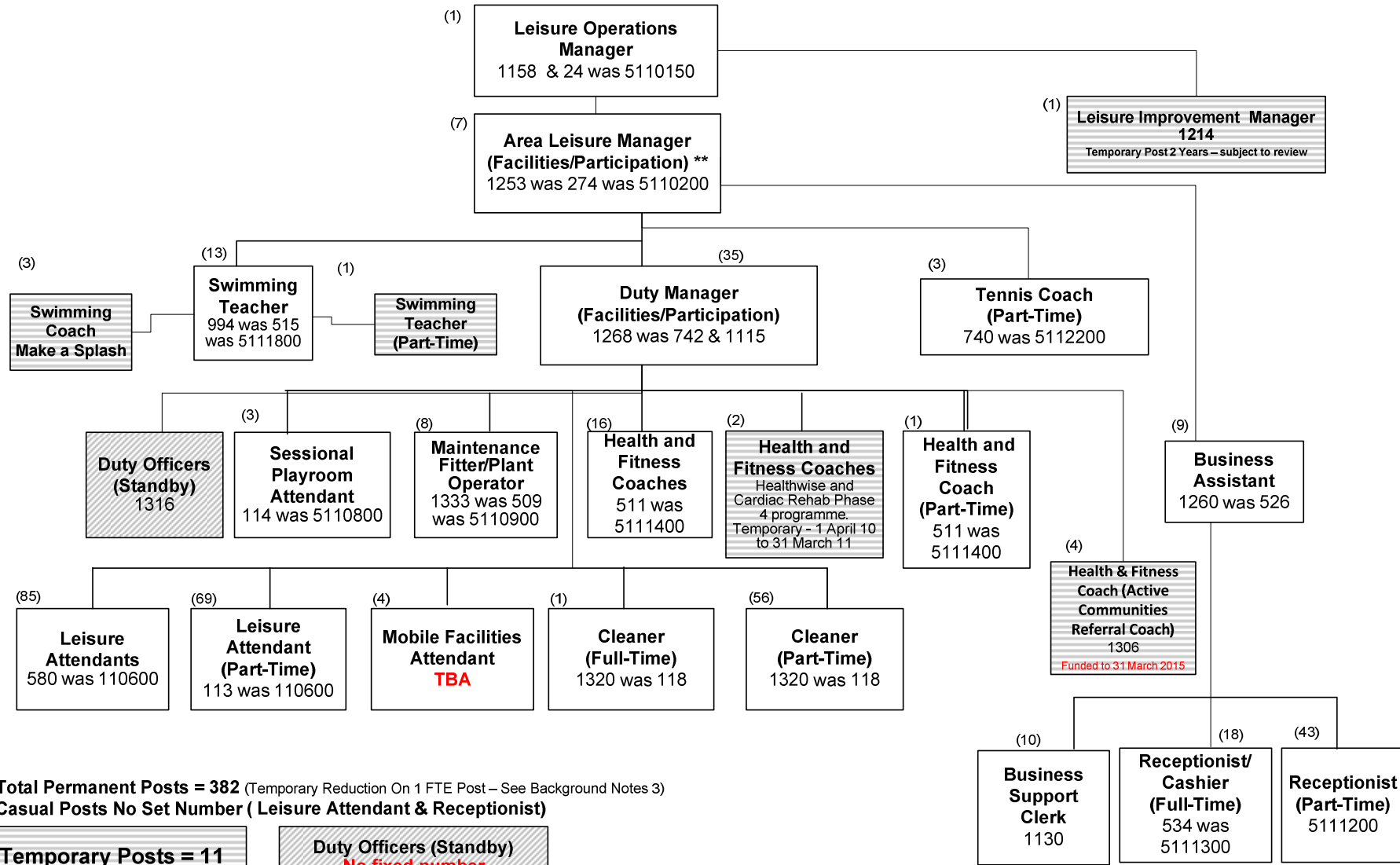


Total Permanent Posts = 59

* Excluding Director, Assistant Director & Business Manager Parks & Leisure Services In Post Count

Parks and Leisure Services – Leisure Centre Structures

Status: Proposed
 Approval: P&L Committee
 Date: 11 April 2013

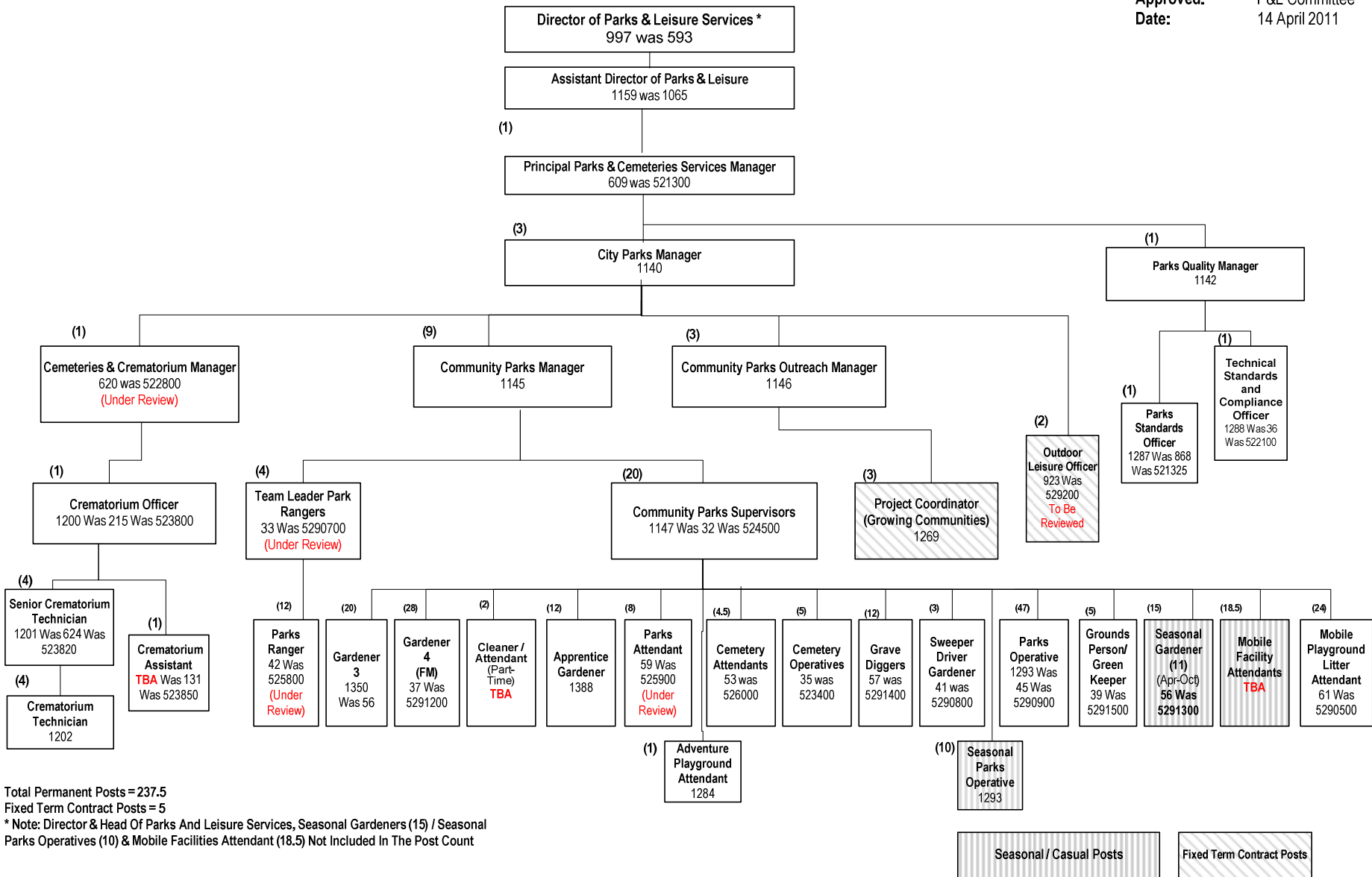


Total Permanent Posts = 382 (Temporary Reduction On 1 FTE Post – See Background Notes 3)
 Casual Posts No Set Number (Leisure Attendant & Receptionist)

Temporary Posts = 11
 Duty Officers (Standby)
 No fixed number

Parks and Leisure – Parks and Cemeteries Operational Services

Status: Proposed
 Approved: P&L Committee
 Date: 14 April 2011

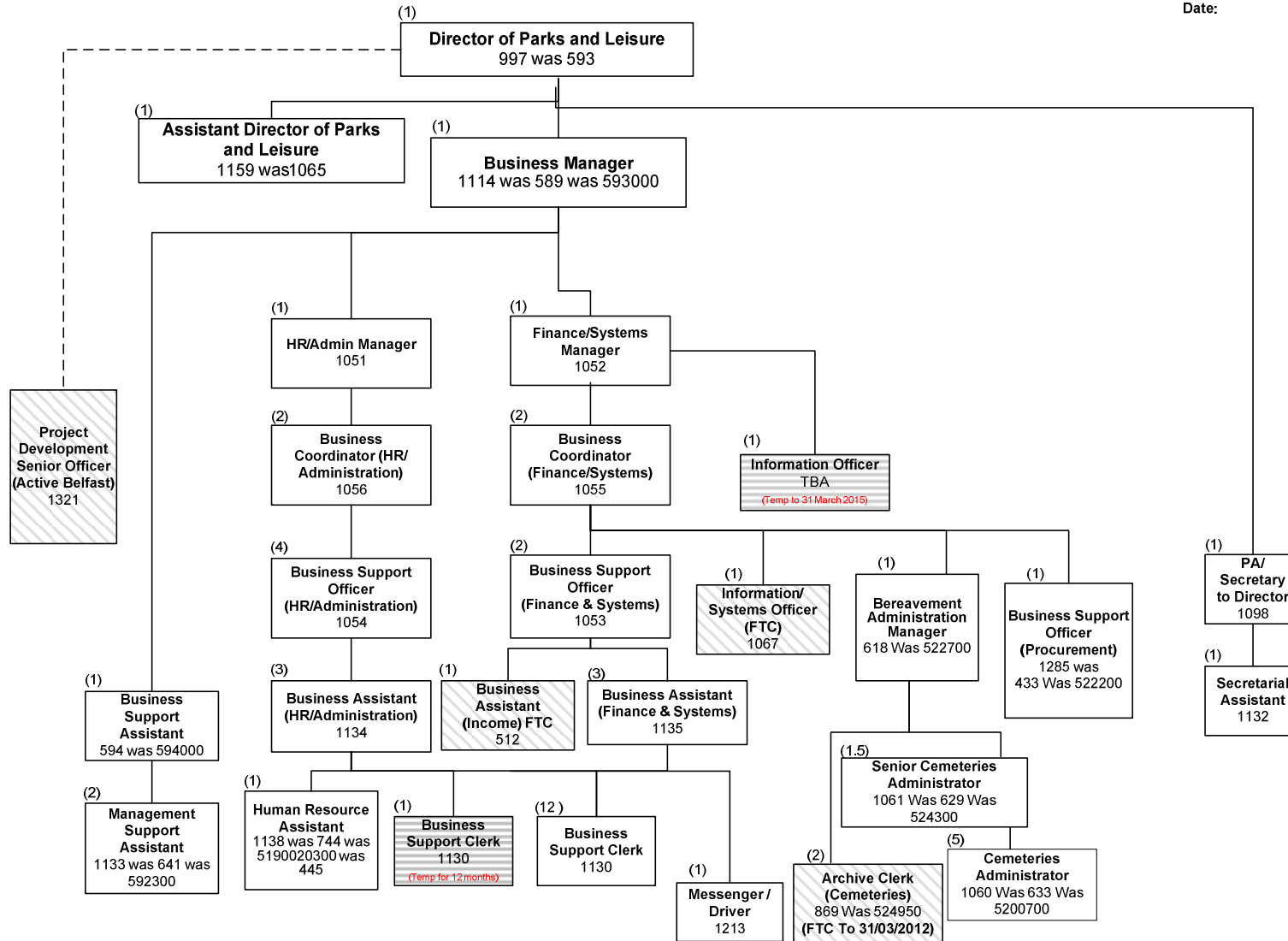


Total Permanent Posts = 237.5
 Fixed Term Contract Posts = 5
 * Note: Director & Head Of Parks And Leisure Services, Seasonal Gardeners (15) / Seasonal Parks Operatives (10) & Mobile Facilities Attendant (18.5) Not Included In The Post Count

Parks and Leisure Services - Directorate

Status:
Approval:
Date:

Proposed
P&L Committee
11 April 2013



Total Permanent Posts = 48.5 (including Director & Assistant Director of Parks and Leisure)
 Temporary post = 2
 Fixed Term Contract = 4 (Project Development Senior Officer (Active Belfast) not included on the post count
 (on Belfast health Development Unit Structure)

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	St Patrick's Day Operations 2013
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Pete Murray, Antisocial Behaviour Coordinator

1.	Relevant Background Information
	<p>The following report provides outline detail of the actions and activities over the St. Patrick's weekend and bank holiday in relation to keeping our Parks and Leisure spaces safe and free of anti-social behaviour.</p> <p>In the last number of years the council has been working closely with its partners to coordinate resources to effectively tackle any antisocial behaviour occurring during St. Patrick's day across the city.</p> <p>This year, as before, preparatory meetings were held with the PSNI, NIFRS, Ambulance Service, Queens University and Ulster University and a comprehensive operations plan was drawn up to support effective communications during the St. Patrick's Day bank holiday weekend.</p>

2.	Key Issues
	<p>The aims of the St. Patrick's Day operation were to:</p> <ul style="list-style-type: none"> • Communicate with local communities, elected representatives and revellers about the St. Patrick's celebration 2013 operation; • Provide a safe environment for residents, communities and revellers to enjoy and partake in St. Patrick's Day Celebrations across the city; • Tackle crime, on-street drinking and antisocial behaviour; • Enforce breaches of local bye laws and other legislation; • Improve the public image of Belfast as a safe city to socialise in. <p>The principal areas given attention included the Holylands, the City Centre (during the St. Patricks Day parade and concert) and the parks throughout the city over the long weekend.</p>

	<p>The Parks and Leisure Department ensured officers were contributing to the development of a city wide plan for the St. Patrick's Day operation. The coordinated operations in Parks began at 7:30am on 16 March and ended at 7:30pm on 18 March 2013.</p> <p>Parks operations were based at the City Hall Emergency control room on St. Patrick's day from 7am and continued until 7:30pm. Hourly updates on the situation in parks were gathered and collated by two City Parks Managers. These updates were shared amongst the agencies and informed decisions on where to deploy resources were taken using this information.</p> <p>The mobile CCTV van was deployed throughout parks across the city on 17 March and was very effective in identifying and quantifying antisocial behaviour hotspots within park areas. Evidence collated from previous years indicated where groups would consume alcohol in parks and leisure facilities across Belfast. There were a total of 17 incidents involving youths arriving at parks with alcohol and they were not given any opportunity to settle or continue drinking. The early coordinated intervention of council officers was extremely effective in keeping parks free from drinkers gathering. Following reports from the public or Councillors, the mobile CCTV van was deployed to a number of parks to broadcast live images back to the Emergency control room in the City Hall. This resource provided an extremely versatile asset, as council officers and PSNI could make decisions on deploying a response using "real time" images to assess and respond to any reports of antisocial behaviour. As a result there were a number of successful responses which utilised the coordinated resources of Park Wardens, Community Safety Wardens, Get Home Safe Officers and the PSNI to tackle drinking in Parks across the city. The Mobile CCTV van was also deployed in parks during the bank holiday on 19 March 2013.</p>
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3.	Resource Implications
	<p>Finance: The mobile CCTV was supplied under a contract sourced by the Community Safety unit and jointly resourced by the Parks and Leisure departments Safer Neighbourhoods Antisocial behaviour programme budget.</p>

4.	Equality Implications
	<p>Much of the ASB programme work spans activities related to reducing interface tensions or responding to community concerns. All of the programme work is in line with the council's equality and good relations policies and procedures.</p>

5.	Recommendations
	Members are asked to note the contents of this report.
6.	Decision Tracking
	None.
7.	Key to Abbreviations
	PSNI: Police Service for Northern Ireland NIFRS: Northern Ireland Fire and Rescue Service CCTV: Closed Circuit Television ASB: Antisocial behaviour
8.	Documents Attached
	None.

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Green Flag Awards
Date:	11 April 2013
Reporting Officer:	Rose Crozier, Assistant Director of Parks and Leisure
Contact Officer:	John MacFarlane, Parks Equality Manager

1.0	Relevant Background Information
	<p>The purpose of this report is to advise members of the department's progress in achieving Green Flag accreditation and the proposals for the 2014 assessment round.</p> <p>Established in 1996, the Green Flag awards are managed by Keep Britain Tidy, the British Trust for Conservation Volunteers and GreenSpace.</p> <p>In 2009, the department achieved its first Green Flag Award for Cave Hill Country Park and subsequently gained the award for Musgrave Park in 2010 and Barnett Demesne, Botanic Gardens, Falls Park, Ormeau Park, and Roselawn Cemetery in 2011, Belmont Park, Sir Thomas and Lady Dixon Park, and Waterworks Park in 2012.</p> <p>As part of the Departmental Improvement Plan in 2012 / 2013 a further two sites were identified to be put forward for the 2013 assessment round which will take place in May / June 2013. The two sites are:</p> <ul style="list-style-type: none"> • Grove Playing Fields • Lagan Meadows.

2.0	Key Issues
	<p>Green Flag is a standard for quality management and in particular community engagement, with significant emphasis placed on the stakeholders experience and involvement in site development and improvements.</p> <p>Management and staff have worked with local communities to apply the</p>

	<p>standards to the sites. This has included the development of an improvement framework which will be applied across all sites to raise standards.</p> <p>The Council now holds ten of the sixteen awards held in Northern Ireland</p> <p>It is proposed to put forward Knocknagoney Linear Park, Dunville Park and Woodvale Park for the 2014 assessment round.</p> <p>Considerable sustained effort, as well as ongoing developmental activities with local communities, will be required to ensure the award for the new sites identified, as well as ensuring ongoing retention of the ten awards now held.</p>
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3.0	Resource Implications
	<p><u>Financial</u> The estimated cost for submitting three additional sites in the 2014 assessment round is in the region of £2,100. In addition, provision is made in the department's improvement budget for necessary improvement works.</p> <p><u>Human Resources</u> There will be no additional human resources required at this stage.</p> <p><u>Asset and Other Implications</u> None at this stage</p>

4.0	Equality Implications
	There are no implications at this stage

5.0	Recommendations
	Committee is asked to note the achievement of the Green Flag awards by the department and the three additional sites to be submitted for accreditation in the 2014 assessment round.

6.0	Decision Tracking
	None

7.0	Key to Abbreviations
	None

8.0	Documents Attached
	None



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	“Just Jesus” Christian Outreach Mission
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Paula Irvine, Community Parks Outreach Manager

1.	Relevant Background Information
1.2	The Council has received a request from congregations of Ballygomartin, Clifton Park Avenue, Antrim Road and Shankill Baptist churches to host a Christian Outreach Mission in Woodvale Park.
1.3	The event is scheduled to take place on Saturday 8 June 2013 concluding on Saturday 15 June 2013.
1.4	The week long programme of activity will include outreach work, a number of religious services and coffee mornings.
1.5	All activity will be finished by 9.30pm each evening and all guests will have vacated the park by 10pm.

2.	Key Issues
2.2	A large section of Woodvale Park is currently closed and under construction as part of the regeneration project. The works will not be completed before this event is due to take place however all activity is planned for the section of the park that has remained opened to the public.
2.3	The event will include the erection of a marquee where all activity and services will be held. A number of volunteers from each congregation have agreed to act as security and remain in the park after closing to ensure the safety of the marquee and any other event equipment.
2.4	The event organisers have requested the use of the bowling pavilion for the duration of the event so that their guests have access to toilet

	facilities. The event organisers have also requested that the security volunteers have use of the pavilion as a base from 10pm in the evening through to 10am each day. This request will result in the event organisers taking responsibility for keys to the park and the bowling pavilion.
2.5	An appropriate legal agreement will be prepared by the Assistant Chief Executive and Director of Legal Services. This legal document will outline the terms and conditions of the key handling arrangements and will protect the Council in relation to all operational and health and safety implications.
2.6	Training will be required in relation to all health and safety issues as regards to safe use of the building.
2.7	As with all such events, health and safety issues with regard to holding the event will be addressed through the preparation of an event management plan by the organisers to the satisfaction of Council officers. The event organisers will be required to undertake all necessary risk assessments and to ensure that all health and safety requirements are met.

3.	Resource Implications
	<p><u>Financial</u></p> <p>There may be a small additional cost to the Council for the use of additional electricity within the service yard and bowling pavilion.</p> <p><u>Human</u></p> <p>No additional human resource known at this time</p> <p><u>Asset and other implications</u></p> <p>The use of Woodvale Park and Woodvale bowling pavilion.</p>

4.	Equality Implications
	There are no equality or good relations implications anticipated.

5.	Recommendations
	<p>It is recommended that the committee grant approval for the Christian Outreach Mission in Woodvale Park on the condition that:</p> <ol style="list-style-type: none"> 1. The event organiser ensures that all health and safety requirements are met to the Council's satisfaction. 2. An appropriate key handling agreement prepared by the Assistant

	Chief Executive and Director of Legal Services, is completed.
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6.	Decision Tracking
	All actions will be completed by Michael Largey, Community Parks Manager and Paula Irvine, Community Parks Outreach Manager.

7.	Key to Abbreviations
	None

8.	Documents Attached
	None

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Feile an Phobail – request for use of Council facilities
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Ricky Rice, City Park Manager

1	Background Information
	<p>Since August 2006, Feile an Phobail has organised a number of West Belfast Festival events at Belfast City Council venues.</p> <p>Feile an Phobail has requested the use of the facilities in Falls Park during the West Belfast Festival which is due to take place from 2 August -11 August 2013, with set up beginning 24 July 2013 and take down on the 12 August 2013.</p>

2	Key Issues
	<p>The West Belfast Festival has requested permission to organise a number of events in Falls Park. They may require the use of other Council facilities as the final list of events have not yet been finalised. In previous years this has included Andersonstown Leisure Centre and the City Cemetery.</p> <p>The events would be similar to previous years and will include:</p> <ul style="list-style-type: none"> • Carnival parade through Falls Park • Teddy Bears picnic in Falls Park • Feile family entertainment day in the park, music events and family entertainment. • Ulster Wildlife demonstrations. • An occasional licence will be applied for by the organisers for the sale of alcohol and an entertainment licence for the period of the event. • Guided historical tours in the City Cemetery which would be charged for appropriately by the tour provider. <p>This application will be supported by an event plan and will be subject to the organisers liaising with Council officers and meeting all statutory and legal requirements. Organisers will also be required to reinstate all</p>

	Council property to its original condition after use.
3	Resource Implications
	<p><u>Financial</u> Charges for use of any Council facilities will be applied in line with the council's pricing policy and will include any additional staffing costs incurred.</p> <p><u>Human Resources</u> Staff will be required to work additional hours to cover the events outside normal hours and this will be charged to the hirer, in line with the process adopted in previous years.</p> <p><u>Asset and Other Implications</u> Council officers will liaise with organisers in relation to the potential environmental impact of this event.</p>
4	Equality Implications
	None.
5	Recommendations
	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • Approve the Feile an Phobail application for the use and hire of the facilities at Falls Park and other possible Council facilities, and approve the use of the City Cemetery for guided tours with an appropriate charge. This will be subject to:- <ul style="list-style-type: none"> (i) The event organisers resolving all operational issues to the Council's satisfaction. (ii) An appropriate legal agreement being completed, to be prepared by the Assistant Chief Executive and Town Solicitor; (iii) The event organisers providing and meeting all statutory requirements including entertainments licensing.
6	Decision Tracking
	Officers Responsible: Ricky Rice, City Park Manager (South/West). Project to be completed by the end of August 2012.
7	Key to abbreviations
	None.
8	Documents Attached
	None

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

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Northern Ireland Barrio Fiesta Committee (NIBFC) event in Lower Botanic Gardens
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Stephen Stockman, City Park Manager (East)

1.	Relevant Background Information
	<p>The Committee is asked to note that the Council has received a request from Katrina Albarico, Chairperson of The Northern Ireland Barrio Fiesta Committee (NIBFC) to hold an event in Lower Botanic Gardens on 29 June 2013.</p> <p>The NIBFC represents Filipino volunteers in partnership with ABS-CBN Europe Ltd who propose to attract Filipinos from Northern Ireland and the Republic of Ireland to the proposed event.</p>

2.	Key Issues
	<p>The key issues for the Committee to note are :</p> <p>The Council wishes to promote its parks and open spaces and where appropriate shall permit the use of these facilities for events:</p> <p>The Committee has received a request or use of Lower Botanic Gardens on the 29 June 2013 from 9.00am to 6.00pm.</p> <p>The total proposed timescale from setup to take down is 3 days, 28 – 30 June 2013.</p> <p>There shall be stalls at the event selling Philippine cuisine and products.</p>

	<p>Non alcoholic beverages shall be sold at the event</p> <p>It is envisaged that the total audience shall be approximately 1000 people of whom 60% shall be families.</p> <p>The event would be subject to the preparation of an event management plan which would cover all aspects of management including Health and Safety.</p> <p>A Legal Agreement will be provided by Legal Services.</p> <p>Consultation by NIBFC will be undertaken with other local stakeholders such as Queens University, Lyric theatre and local residents.</p>
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3.	Resource Implications
	<p><u>Financial</u> The Bond of Intent shall be waived but a Bond of reinstatement of £1000 shall be provided by the NIBFC.</p> <p><u>Human Resources</u> There may be overtime required by staff to assist with the management of the proposed event</p> <p><u>Asset and Other Implications</u> NIBFC shall ensure all minimal impact on Council property and shall provide a bond of reinstatement prior to the event.</p>

4.	Equality Implications
	<p>There are no equality implications as the proposed event promotes cultural diversity.</p>

5.	Recommendations
	<p>Committee is asked to :</p> <p>Grant permission to NIBFC to provide a Philippine event in Lower Botanic Gardens subject to satisfactory terms being agreed by the Director of Parks and Leisure and on condition that :</p> <p>(1) The event organisers resolve all operational issues to the Council's satisfaction;</p> <p>(2) An appropriate legal agreement, to be prepared by the Assistant Chief Executive and Town Solicitor is completed; and</p> <p>(3) The event organisers meet all statutory requirements</p>

6.	Decision Tracking
	All actions will be completed by the City Park Manager (East)

7.	Key to Abbreviations
	NIBFC – Northern Ireland Barrio Fiesta Committee

8.	Documents Attached
	None

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Attendance at Cremation and Burial Conference
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Sharon McCloy, Cemeteries and Crematorium Manager

1	Relevant Background Information
	<p>Belfast City Council is a corporate member of the Institute of Cemetery and Crematorium Management. The Institute is the only organisation within bereavement services to provide fully accredited and externally validated education and training opportunities for cemetery and crematorium staff at all levels. It promotes the development and advancement of its members to facilitate the better provision, operation, administration and management of cemeteries, crematoria and bereavement related services.</p> <p>The annual Cremation and Burial conference is organised in partnership with the Cremation Society of Great Britain, the Federation of Burial and Cremation Authorities and the Association of Private Crematoria and Cemeteries. The Conference will take place from 1 – 3 July 2013 at the Holiday Inn, Stratford-upon-Avon.</p> <p>Attendance at this event will allow Councillors and officers to keep up to date with developments in the funeral services industry and make contacts with other authorities and service providers, learning from their expert knowledge and experience. The exhibitions attached to the event offer excellent opportunities to see the range of products and services that are on offer to help officers provide the best possible service to bereaved people.</p>

2	Key Issues
	<p>This year's Conference and Convention will be of particular interest to representatives from Cremation and Burial authorities who wish to keep abreast of the latest developments affecting their service and facilities.</p> <p>Through a series of papers and via the exhibitions information will be provided that delegates can take back and utilize in their workplaces. As the providers of the only cremation service in Northern Ireland and providers/operators of the largest and busiest cemetery in N Ireland, it is important to keep up to date with developments in the industry and changes in legislation. Attendance at these events will enable the Council to do this and to also make contacts with other local authorities and private sector providers to ensure that appropriate standards and working practices are being applied in Belfast. It is also an excellent opportunity to build up a supportive network of colleagues, fellow professionals and suppliers from the contacts they make at these important events. A copy of the event flyer is attached at Appendix 1.</p>

3	Resource Implications
	<p><u>Financial</u></p> <p>The Cremation and Burial Conference and Exhibition fee including three nights' accommodation is £495 per delegate. The flights and transport to the venue will be approximately £180 per delegate. Day packages are available at £140 per day and accommodation is £125 per night dinner, bed and breakfast. These costs are provided for within the services budgets.</p> <p><u>Human Resources</u></p> <p>A member of staff will be away from site for up to three days, however they will be bringing back updated information and knowledge to provide appropriate briefings.</p>

4	Equality Implications
	None

5	Recommendations
	It is recommended that the Chairman and Deputy Chair of Parks & Leisure Committee or their nominees and the Director of Parks & Leisure and Assistant Director or their nominees attend the Cremation and Burial Conference and Exhibition from 1 – 3 July 2013 .

6	Decision Tracking
	Actions to be completed by the Assistant Director of Parks and Leisure Department by the end of June 2013.

7	Key to Abbreviations
	None.

8	Documents Attached
	Appendix 1 – Cremation and Burial Conference and Exhibition 2013 Flyer

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**Book now to
avoid
disappointment!**

Cremation & Burial Conference & Exhibition

Monday 1st, Tuesday 2nd & Wednesday 3rd July 2013

The Holiday Inn, Stratford-upon-Avon, Warwickshire, CV37 6YR

Situated on the River Avon and set in beautiful landscaped gardens, the Holiday Inn, Stratford-upon-Avon, is the perfect location for discovering the delights of Shakespeare's birthplace, while other local attractions and historical sites are within walking distance.

All bedrooms have air-conditioning, wireless data connection, work desk with lamp, tea and coffee making facilities, hairdryer and cable/satellite TV. There is a leisure club available for the use of all guests comprising a wide range of first class facilities. There is parking for up to 350 cars, Stratford train station is a mile from the hotel, and Birmingham Airport 20 miles away.

Costs:

Conscious of the continuing difficult economic climate in which all sectors are having to operate we have negotiated an extremely competitive delegates' fee which is inclusive of THREE nights' accommodation. This fee is substantially lower than the average UK cremation fee and represents exceptional value when compared with costs for other conferences/seminars in the industry. If you've never been to a CBCE event before, or you've had a limited choice of conferences to attend, CBCE is not to be missed. Free car parking is provided for conference delegates throughout the duration of their stay.

Delegates' Fee: £495.00 + VAT

Includes: Three nights' accommodation at the Holiday Inn with full English breakfast, plus conference documentation, admittance to all working sessions and the exhibition, buffet lunches, dinners (including conference banquet), refreshments between working sessions, and drink receptions at close of conference sessions on Monday and Tuesday, and full use of the leisure club facilities.

Partner's Fee per day: £46.00 + VAT

Includes: Accommodation at the Holiday Inn with full English Breakfast and dinner, entrance to the exhibition and drink receptions at close of conference sessions on Monday and Tuesday, plus full use of the leisure club facilities. **Excludes:** Admission to working sessions of the conference, buffet lunch and refreshments.

Day Delegates' Fee: £140.00 + VAT

Includes: Conference documentation, admittance to all working sessions and exhibition, buffet lunch and refreshments between working sessions, plus drink receptions at close of conference sessions on Monday and Tuesday.

Exhibition Fees: 10% Early bird discount, if booked by the 15th March

Includes: The charge for exhibition space, documentation, admittance to all working sessions, morning and afternoon refreshments and buffet lunch for ONE representative for three days, plus drink receptions at close of conference sessions on Monday and Tuesday. Full details at www.cbce.org.uk.

Additional Representative: £110.00 + VAT

Includes: Conference documentation, admittance to all working sessions, morning and afternoon refreshments and buffet lunch for three days, plus drink receptions at close of conference sessions on Monday and Tuesday.



To book or obtain further details about this event visit the official conference website at www.cbce.org.uk E-mail: info@cbce.org.uk or telephone 01403 246988



The Cremation Society
of Great Britain



The Federation of
Burial and Cremation
Authorities



The Association of
Private Crematoria
and Cemeteries

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Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Glasgow Rose Trials 23 and 24 August 2013
Date:	11 April 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure.
Contact Officers:	Fiona Holdsworth, Principal Parks and Cemeteries Officer.

1	Relevant Background Information
	<p>The City of Glasgow International Rose Trials will take place on 23 and 24 August 2013 and is acknowledged as a premier event within the international rose trial circuit. Belfast City Council has attended this event regularly over the years and is anticipating being invited this year by Glasgow City Council to participate in trial judging.</p> <p>Representatives from Glasgow Council have reciprocated each year, by supporting the Council's Rose Trial event at Sir Thomas and Lady Dixon Park. Attendance at the trials has helped to promote links between the two Councils in the provision of judges enabling joint learning and discussion of future developments.</p>

2	Key Issues
	<p>Attendance at the City of Glasgow International Rose Trials would provide an opportunity to promote Belfast to the many delegates who attend. It is proposed the Chair and Deputy Chair of the Parks and Leisure Committee and the Director of Parks and Leisure or their nominees attend the Glasgow Rose Trials on 23 and 24 August 2013.</p>

3	Resource Implications
	<p><u>Human Resources</u> There are no Human Resource issues other than officer time.</p> <p><u>Financial Implications</u> Attendance at the Glasgow Rose Trials, including flights and accommodation for 1 night will cost approximately £300 per attendee.</p>

4	Equality and Good Relations Implications
	There are no known equality issues associated with this request.

5	Recommendations
	It is recommended that approval is given for the Chair and Deputy Chair of the Parks and Leisure Committee and the Director of Parks and Leisure or their nominees to attend the International Rose Trials in Glasgow from 23 to 24 August 2013.

6	Decision Tracking
	Responsible Officer: City Park Manager (South/West)

7	Abbreviations
	None.

8	Documents Attached
	None.