

# Document Pack

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



29th November, 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, 5th December, 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. **Schedule of Meetings 2014 (Pages 3 - 4)**
3. **Finance Report - Update (Pages 5 - 6)**
4. **Extension to Existing Contracts (Pages 7 - 8)**
5. **Crematorium Provision (Pages 9 - 12)**
6. **Heritage Lottery Fund - Tropical Ravine (Pages 13 - 14)**
7. **Belfast Community Sports Development Network (Pages 15 - 16)**

8. **River Terrace Community Garden** (Pages 17 - 20)
9. **System for Observing Play & Recreation in Communities** (Pages 21 - 30)
10. **Summer Schemes** (Pages 31 - 36)
11. **Skegoneil Health Centre** (Pages 37 - 42)
12. **Suffolk Outdoor Gymnasium** (Pages 43 - 44)
13. **Request for the Use of Ormeau Park** (Pages 45 - 46)
14. **Hospitality at Parks' Events 2014** (Pages 47 - 50)
15. **Belfast Zoo - Corporate Social Responsibility Partnerships** (Pages 51 - 56)
16. **Belfast Zoo - Lion-tailed Macaque Monkeys** (Pages 57 - 60)
17. **Donations to Societies** (Pages 61 - 64)



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Schedule of Meetings 2014</b>
<b>Date:</b>	5th December 2013
<b>Reporting Officer:</b>	Mr S McCrory, Democratic Services Manager, ext. 6314
<b>Contact Officer:</b>	Mr B Flynn, Democratic Services Officer, ext. 6312

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To advise Members of the dates and times of the meetings of the Committee for 2014.

<b>2.0</b>	<b>Key Issues</b>
2.1	<p>Members will be aware that the meetings of the Committee are held usually at 4:30pm on the 2nd Thursday of each month. However, due to the holiday periods and the timing of the monthly Council meetings, has been necessary on occasions to reschedule some of the meetings.</p> <p>With the Local Government Elections taking place on 22nd May next year, it has only been possible to schedule dates for Committee meetings up until that date. After the Election, it will be a matter for any newly-formed Committee to determine its future meeting dates and times.</p>

<b>3.0</b>	<b>Key Issues</b>
3.1	<p>A list of the proposed meeting dates for 2014 is set out hereunder:</p> <ul style="list-style-type: none"> <li>○ January – Thursday, 16th</li> <li>○ February – Thursday, 13th</li> <li>○ March – Thursday, 13th</li> <li>○ April – Thursday, 10th</li> <li>○ May – Thursday, 15th</li> </ul>

<b>4.0</b>	<b>Recommendation</b>
4.1	The Committee is asked to approve the schedule of meetings for 2014.

<b>5.0</b>	<b>Decision Tracking</b>
A bound copy of the schedule will be issued and the website updated accordingly.	

This page is intentionally left blank



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Financial Performance</b>
<b>Date:</b>	5 December 2013
<b>Reporting officer:</b>	Andrew Hassard, Director of Parks and Leisure
<b>Contact officer:</b>	Jacqui Wilson, Business Manager

<b>1. Relevant background information</b>
At the end of quarter 2, the department reported an over spend of £119k or 1% which is within the corporately accepted budget variance tolerance. At November committee, Members requested that a follow up report be tabled identifying how the overspend will be reduced and effectively report performance within budget by year end.

<b>2. Key issues</b>
<p>Within the normal budget monitoring and control procedures work is ongoing to ensure the department performs within budget. At the end of October the over spend had reduced to £75k. This is despite the uncontrollable variances reported in quarter 2, notably income loss at the Zoo due to the heavy snow at Easter, the Avoniel pool closure and the issues with the borehole at the Zoo.</p> <p>In early November, a series of budget monitoring meetings took place with operational budget holders. The purpose of these meetings was to identify the anticipated year end financial position, and agree spending limits where relevant. Potential cost controls and reductions in the following areas have been identified, to help achieve a year end zero budget variance;</p> <ul style="list-style-type: none"> <li>• Grounds maintenance in parks</li> <li>• Supplies and Services purchases across the department</li> <li>• Suspension, or delay in planned improvement projects</li> <li>• Reduction in Anti Social Behaviour activities</li> </ul> <p>However, the 2<sup>nd</sup> half of the year also traditionally sees less income generation at venues such as Belfast Castle, Malone House, and Belfast Zoo. These factors are reflected in budget profiles but do mean that there are less discretionary funds available. Further actions to reduce projected</p>

	overspend may impact on “business as usual” service delivery. However this position will continue to be monitored on a monthly basis and reported to the director for any operational decisions on the reduction of services.
--	---

<b>3.</b>	<b>Resource Implications</b>
	<p>The department has a £24m net expenditure budget for the 2013/14 financial year. Currently the variance is within the acceptable performance tolerance and the forecast for year end 0.5% of a variance is also within that accepted tolerance.</p> <p>The forecasted overspend reported in quarter 2 will be reviewed for quarter 3 and a detailed report provided at January’s committee on the projected outturn. Officers will continue to endeavour to ensure that only essential planned expenditure is incurred between now and year end.</p>

<b>4.</b>	<b>Equality and Good Relations Implications</b>
	None

<b>5.</b>	<b>Recommendations</b>
	Members are asked to note the contents of this report.

<b>6.</b>	<b>Decision Tracking</b>
	Business Manager to report back in line with the quarterly financial reporting schedule.

<b>7.</b>	<b>Key to abbreviations</b>
	None

<b>8.</b>	<b>Documents Attached</b>
	None



**Belfast City Council**

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Extension to Existing Tenders within Parks and Leisure</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks & Leisure
<b>Contact Officer:</b>	Pearse McCormick, Finance & Systems Manager

<b>1</b>	<b>Relevant Background Information</b>
	Members approve the department's planned tender procurement activity twice annually. This approval is translated into the formal programme of work for the department, in conjunction with the council's central procurement team. However, due to the volume of procurement within the department a delay has been experienced in 3 tenders listed below that were part of that programme. This means that new contracts will not be in place prior to expiry of the current ones.

<b>2</b>	<b>Key Issues</b>
	<p>The tenders affected are;</p> <ul style="list-style-type: none"> <li>• Provision of a franchise catering facility at Belfast Zoo</li> <li>• Provision of a veterinary service at Belfast Zoo</li> <li>• Supply and delivery of pool chemical to leisure centres and Belfast Zoo</li> </ul> <p>These contracts were already approved for tendering by members earlier this year. The department continues to liaise with Corporate Procurement to plan and progress all tender activities however delays have occurred with these procurement exercises. We have been advised by Corporate Procurement that there will be a need to extend existing contracts to facilitate the processes that are underway. Therefore it is proposed that Members approve extensions until such time as the new tenders are awarded. Indicatively, initial extensions will be required for the following duration;</p> <ul style="list-style-type: none"> <li>• Franchise catering – 3 months</li> <li>• Veterinary Services – 4 months</li> <li>• Pool chemicals – 4 months</li> </ul> <p>We will endeavour to ensure that extensions are kept to the minimum period required.</p>

<b>3</b>	<b>Resource Implications</b>
	<p><u>Financial</u></p> <p>If extended the current contractual arrangements, in terms of cost or income received, will remain.</p>

	<p><u>Human Resources</u> There are no additional human resource implications</p> <p><u>Asset and Other Implications</u> There are no additional asset implications. However, the department will undertake a review of its procurement planning, to ensure that all future activities are delivered on time.</p>
<b>4</b>	<b>Equality and Good Relations Considerations</b>
	None as the tenders are widely advertised

<b>5</b>	<b>Recommendations</b>
	It is recommended that Members approve the extensions requested.

<b>6</b>	<b>Decision Tracking</b>
	All new tenders, as far as possible, to be issued, evaluated and approved during the financial year 2013/14

	<b>Key to Abbreviations</b>
	None

	<b>Documents Attached</b>
	None



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

Document is Restricted

This page is intentionally left blank



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Tropical Ravine – Award of Heritage Lottery Funding</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks and Leisure
<b>Contact Officer:</b>	Frankie Smith, Project Sponsor

<b>1.</b>	<b>Relevant Background Information</b>
1.1	Members will note that permission was granted to develop a Heritage Lottery Fund bid for the restoration of the Tropical Ravine, Belfast Botanic Gardens.
1.2	The project sought to restore the Tropical Ravine, leveraging value through physical restoration and the development of ongoing programme delivery.
1.3	Key objectives of the bid included:- <ul style="list-style-type: none"> <li>• Works which will ensure the preservation of the Tropical Ravine into the future. This will be done in a way which preserves existing features and restores missing elements;</li> <li>• Ensure ongoing conservation and development of the plant collection;</li> <li>• Emphasise linkages with the historic landscape and built heritage of the Botanic Gardens, as well as the surrounding communities and institutions; and</li> <li>• Provide facilities which maximises access and provide a venue for on-going programme of community involvement and learning.</li> </ul>
1.3	The Heritage Grant application was awarded a Round 1 pass in March 2012, with permission to proceed granted on 23 August 2012. A stage C review was undertaken with the HLF Lottery on May 2013 and a full Round 2 application was submitted 8 <sup>th</sup> August 2013.

<b>2.</b>	<b>Key Issues</b>
2.1	Following consideration at the National Committee of the HLF 19 <sup>th</sup> November; Officers have been notified that the Tropical Ravine has been successful in its application for funding.
2.2	Although a formal letter of offer has yet to be provided the grant will be the region of £2.3 million.
2.3	The Strategic Policy and Resources Committee 20 <sup>th</sup> September 2013 has agreed capital funding of £1.5 million as part of the Council's Investment Programme. Members should note that the overall cost for the project includes costs of future maintenance over five years; volunteer time and non-cash contribution of existing staff time. A further funding bid is being prepared for the Northern Ireland Environmental Agency's 'Listed Building Fund' and the Friends of Belfast Botanic Gardens Group has confirmed a cash contribution to the project.
2.6	Members will note that following the successful agreement of terms and conditions within the letter of offer from HLF the project will proceed through detailed design and development of interpretation and outreach work.

<b>3.</b>	<b>Resource Implications</b>
	£1.5 million agreed 20 <sup>th</sup> September 2013 from the Strategic, Policy and Resources Committee as match funding.

<b>4.</b>	<b>Equality Implications</b>
	There are no implications at this stage. However, Equality and Good Relations factors will be taken into account in the development of the project.

<b>5.</b>	<b>Recommendations</b>
	Committee is asked to note the contents of this update report.

<b>6.</b>	<b>Decision Tracking</b>
	Letter of offer to be signed December 2013.

<b>7.</b>	<b>Key to Abbreviations</b>
	HLF – Heritage Lottery Fund

<b>8.</b>	<b>Documents Attached</b>
	None



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>BCSDN 'VFM' Review Update</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks and Leisure
<b>Contact Officer:</b>	Andrew Hassard, Director of Parks and Leisure

<b>1.</b>	<b>Relevant Background Information</b>
1.1	At its meeting on 12 <sup>th</sup> February 2009 the Committee supported an application for funding to Sport NI to participate in the Active Communities Programme. This was successful and the programme has been running since 2011.
1.2	Active Communities is an investment programme delivered by Sport NI that seeks to employ, deploy and train a network of full time and part time sports coaches and leaders to deliver activities in community and club settings across Northern Ireland, with a view to increasing participation in sport and physical recreation, especially among underrepresented groups.
1.3	A package of funding and business a plan was put together to support BCSDN (Belfast Community Sports Development Network) as the lead delivery partner for Sport NI's Active Communities programme under the auspices of the Active Belfast Consortium (ABC).
1.4	The Committee gave approval for the Director of Parks and Leisure, in consultation with the Chair of Parks and Leisure, to agree the Council's contribution to the overall package of funding up to a maximum of £50,000 per annum.
1.5	Committee at its meeting on 10 <sup>th</sup> October 2013 considered the VFM review and agreed that officers should engage with BCSDN on the development of an Improvement Plan. The Committee also agreed that a review of the options for the delivery of the Active Communities Programme is required.

<b>2.</b>	<b>Key Issues</b>
	<ul style="list-style-type: none"> <li>• Officers have now met with BCSDN to discuss the findings of the report and have agreed the approach of the preparation of an Improvement Plan. It was also agreed that BCSDN engage with the Council and the consultants to ensure that the information provided in the 'VFM' review is as accurate as possible. This has been a constructive engagement with BCSDN demonstrating its commitment to the continued delivery of the programme and to the introduction of any necessary improvements.</li> <li>• Officers have also met with Sport NI to provide assurance that the Active Communities Programme continues to be delivered satisfactorily and that targets continue to be met.</li> <li>• Work will commence shortly on the development of the options for future delivery and a report will be submitted to Committee in due course.</li> <li>• It should be noted that this 'VFM' review forms part of the processes which are in place to continue to improve delivery of the Active Communities Programme. Routine ongoing monitoring and supervision of the programme is undertaken by officers from the Leisure Development Unit. The programme continues to deliver the targets agreed between Sport NI and the Council.</li> </ul>
<b>3.</b>	<b>Resource Implications</b>
	<p>Sport NI provides funding of £3.03 million over 5 years to the Active Communities Programme.</p> <p>An annual Council contribution of £50k has been provided for in the 2013/14 budget.</p>
<b>4.</b>	<b>Equality Implications</b>
	There are no equality or Good relations issues.
<b>5.</b>	<b>Recommendations</b>
	Members are asked to note the update.
<b>6.</b>	<b>Decision Tracking</b>
	The Director of Parks and Leisure.
<b>7.</b>	<b>Key to Abbreviations</b>
	None
<b>8.</b>	<b>Documents Attached</b>
	None



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>River Terrace Community Garden</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks and Leisure
<b>Contact Officer:</b>	Andrew Hassard, Director of Parks and Leisure

<b>1.</b>	<b>Relevant Background Information</b>
1.1	Committee is reminded of the successful community gardens that have been established across the city. Belfast City Council now have 15 community growing spaces and continue to provide in kind support to community gardens situated on land not directly owned by the Council.
1.2	The Council have received a request from St John Vianney Youth Centre to explore the option of establishing a community led garden in River Terrace.
1.3	It is anticipated that the local community would get involved in the planning, development, maintenance and ongoing use of the garden as a resource for programmed activities and as a means of: <ul style="list-style-type: none"> <li>• Supporting healthier lifestyles by providing growing opportunities to people of all ages,</li> <li>• Supporting and developing communities by building and encouraging ownership of and pride in the city's growing spaces and,</li> <li>• Engaging the wider community through inclusiveness in the development of shared growing spaces.</li> </ul>
1.4	Members are reminded that that £200k was allocated to the development of four community gardens one in the North (Finlay Park), one in the west (Whiterock), one in the east (Knocknagoney) and one in the south (site still to be determined)there is still 50K of this fund to be allocated to South Belfast for the provision of a community garden. It has been suggested that River Terrace could receive this investment if the scheme proves to be viable.

<b>2.</b>	<b>Key Issues</b>
2.1	The land in question is owned by the Department of Social Development (DSD). Initial conversations have taken place with regards land transfer and whilst DSD seem agreeable in principle, further discussions will need to take place to finalise any formal agreements.
2.2	At present there are issues with public liability and currently members of the public would not be covered for any activity on the site. However if the land was transferred in to Belfast City Council ownership then community participation would be covered by the Council's insurance.
2.3	In 2006 a contamination report was carried out on the site which highlighted contaminants are present. The changes to the legislation have increased the standards and as a result further contamination surveys will need to be carried out. The Landscape Planning and Development Unit in Parks and Leisure have produced initial concept drawings for the site however these are difficult to cost at this time as a result of not knowing the extent of the contamination.
2.4	There is already an established amenity community garden in the adjacent area owned by An Droichead. Local schools, the housing association and local residents have keys to access the existing community garden and early consultation suggests that they would be keen to work in partnership regarding future projects.

<b>3.</b>	<b>Resource Implications</b>
	<p><u>Financial</u> 50k of capital funds allocated to South Belfast could contribute to the build of a community garden at River Terrace.</p> <p><u>Human</u> Staff time will be required to engage with the local community to prepare a draft drawing of the proposed garden. The Community Parks Outreach Manager will continue to work with the community to establish a core group and increase participation in the garden in line with the Growing Communities Strategy.</p> <p><u>Asset</u> The potential transfer of this land will result in the Council gaining an additional asset in South Belfast with associated implications</p>

<b>4.</b>	<b>Equality Implications</b>
	There are no implications at this stage. However equality and good relations factors will be taken in to account in any activities delivered at the community garden or through the project.



<b>5.</b>	<b>Recommendations</b>
	It is recommended that Committee approves the further investigation of the potential for the development of a community garden in River Terrace with a further report brought to Committee in due course.

<b>6.</b>	<b>Decision Tracking</b>
	All actions will be completed by officers from the Landscape Planning and Development Unit and by Lynne McCreery, Community Parks Outreach Manager.

<b>7.</b>	<b>Key to Abbreviations</b>
	Department of Social Development - DSD

<b>8.</b>	<b>Documents Attached</b>
	None

This page is intentionally left blank



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Update on the System for Observing Play &amp; Recreation in Communities (SOPARC) Project.</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks & Leisure
<b>Contact Officer:</b>	Caroline Wilson, Neighbourhood and Development Manager Karen Anderson-Gillespie, Policy and Business Development Officer

<b>1</b>	<b>Relevant Background Information</b>
	<p>Officers have been working in partnership with Queen's University Belfast (QUB) to pilot the use of the System for Observing Play and Recreation in Communities (SOPARC), approved by Committee in June 2013.</p> <p>This report will provide Members with an overview and update of the SOPARC technique, present data collected from Phase 1 and outline the next steps of the SOPARC project.</p> <p>Using the SOPARC technique (developed by University of California), the department will be able to effectively measure levels of usage and activity in the council parks and open spaces. This will help us to evidence the value that outdoor leisure has for the people of Belfast and how it can contribute to the achievement of local outcomes such as improved health.</p>

<b>2</b>	<b>Key Issues</b>
	<p><b>What is the SOPARC technique?</b></p> <p>As part of the SOPARC technique an observation survey is carried out. It records the number and characteristics of individuals in an open space in a systematic way.</p> <p>The SOPARC technique requires an observation survey to be carried out in each site for up to 1 week. Each day a survey is conducted 4 times (i.e. 7.30am, 12.30pm, 3.30pm and 7.30pm). The SOPARC technique has been successfully tried and tested by QUB to observe levels of physical activity pre construction of the Connswater Community Greenway (CCG) and will be repeated following completion.</p> <p><b>Why evaluate the usage of parks?</b></p> <p>As well as measuring value for money, performance and outcomes, by collecting this data we can:</p> <ul style="list-style-type: none"> <li>• Inform the delivery, marketing and promotion of programmes and</li> </ul>

activities

- Contribute to community involvement criterion of Green Flag management plans
- Enable effective resource allocation (i.e antisocial behaviour (ASB), litter and dog fouling)
- Inform local area working and planning.

**The SOPARC implementation: 3 phase approach**

A 3 phase approach is currently being implemented across the city:

**Phase 1: Grove Playing Fields Pilot** (June – October 2013).

Grove Playing Fields was chosen as the pilot for Phase 1. This was identified as appropriate for the following reasons:

- It is a Green Flag accredited park (reflective of those parks planned to take part in Phase 2 and 3); and
- It provided the perfect test bed with a variety of facilities including paths, football pitches, outdoor gyms, a cricket pitch, children’s playground and dog enclosure.

The surveys carried out at Grove Playing Fields were conducted over 1 week by 4 Park Wardens from Team North. The Wardens were provided with training from QUB to undertake the SOPARC survey.

A detailed analysis including headline figures can be found in Appendix 1. In brief, over the course of the week:

- a total of **805 people** were observed using the park = average of **29 users per hour**.
- **75% of users were male and 25% female**.
- The **largest group of users were adults** who accounted for 70% of those observed in the park. The **smallest user group represented were seniors** who accounted for just 3%.
- 55% of those in the park were engaged in walking activities, 21% engaged in vigorous activities and the remainder sedentary.
- **Pitches were used the most** (52% of users), followed by paths with 29% usage. People used the dog enclosure the least representing 3%.
- **Saturday was the busiest day** of the week accounting for 21% of weekly usage. Friday was the least busy day of the week accounting for just 6%. Differences in uses across the time of day were also observed.
- The busiest time of day was the evening (**54% of total usage**) and morning was the least busy time of day accounting for 7% of total usage.

The enthusiasm and commitment shown by the Parks Wardens who took part was reflected in the high quality and robust data collected. Likewise, the Friends’ group have also shown great interest in the pilot.

**Phase 2: City-wide pilot** (December 2013 – March 2015).

It is proposed that Phase 2 is rolled out to 4 Green Flag standard parks, one from each area of the city. The parks proposed are:

- *Area North:* Waterworks Park;
- *Area South:* Botanic Gardens;
- *Area East:* Knocknagoney Linear Park; and
- *Area West:* Falls Park.

	<p>These parks have been proposed based on the following criterion:</p> <ul style="list-style-type: none"> <li>• They are either a city or a district park;</li> <li>• Green Flag standard; and</li> <li>• Have a variety of facilities.</li> </ul> <p><i>*Orangefield Park and Victoria Park are already being surveyed as part of the CCG development.</i></p> <p>The schedule of quarterly SOPARC data collection and analysis can be carried out:</p> <ul style="list-style-type: none"> <li>• Quarter 1 (April – June) w/c 12 May 2014.</li> <li>• Quarter 2 (July – September) w/c 11 August 2014.</li> <li>• Quarter 3 (October – December) w/c 10 November 2014.</li> <li>• Quarter 4 (January – March) w/c 9 February 2015.</li> </ul> <p><b>Phase 3: Green Flag parks project</b> (January 2015 – March 2016) Following the successful implementation of Phase 2 above the proposal is to mainstream across all the Green Flag accredited parks across the city.</p>
--	--

<b>3</b>	<b>Resource Implications</b>
	<p><u>Financial</u> Provision has been made to acquire a number of android based tablets for use as part of Phase 2 of the SOPARC project.</p> <p><u>Human Resources</u> Ongoing officer time.</p> <p><u>Asset and Other Implications</u> None</p>

<b>4</b>	<b>Equality and Good Relations Considerations</b>
	None

<b>5</b>	<b>Recommendations</b>
	Members are asked to note the content of the report, including the proposed pilots for Phase 2 and the ongoing development of the SOPARC project.

<b>6</b>	<b>Decision Tracking</b>
	An update will be provided for members in August 2014.

<b>7</b>	<b>Key to Abbreviations</b>
	<p>QUB – Queens University Belfast  SOPARC – System for Observing Play and Recreation in Communities  ASB – Antisocial behaviour  CCG – Connswater Community Greenway  PBDU – Policy and Business Development Unit</p>

<b>8</b>	<b>Documents Attached</b>
	Appendix 1: SOPARC Pilot Summary Report

This page is intentionally left blank

<b>Appendix 1: SOPARC Phase 1 Evaluation Report</b>
---

### Phase 1 Pilot Headline Statistics

<b>Total Users Users/Per Hour</b>	805 29				
<b>Gender</b>	75% Male		25% Female		
<b>Age</b>	Child (12%)	Teen (14%)	Adult (70%)	Senior (3%)	
<b>Dogs</b>	139				
<b>Dog Control</b>	62% Off Lead		38% On Lead		
<b>Time of Day</b>	Morning Least Busy (7%)		Evening Most Busy (54%)		
<b>Day of Week</b>	Friday Least Busy (6%)		Saturday Most Busy (21%)		
<b>Activity Level</b>	Sedentary (25%)		Walking (55%)	Vigorous (21%)	
<b>Facility Usage</b>	Pitches (52%)	Paths (29%)	Outdoor Gyms & Open Space (6%)	Playground (10%)	Dog Enclosure (3%)
<b>Cleanliness</b>	97% Litter Free		98% Dog Foul Free		

*\*All figures have been subject to rounding*

### Background

The System for Observing Play and Recreation in Communities (SOPARC) is a robust scientific methodology used to record park and open space usage. SOPARC observations record the gender, age and physical activity characteristics of users in various areas/facilities of a park or open space. This methodology has been used by Queens University Belfast (QUB) to measure the impact of the Connswater Community Greenway (CCG) on various public parks and open spaces in East Belfast. This methodology has been further adapted by the Council to record dog control in these spaces.

### Training Summary

Training for the survey was undertaken over two half days on the 23<sup>rd</sup> and 24<sup>th</sup> July 2013. The training was carried out by QUB with attendance from four park wardens who would be recording the observations. A team of 3 Council Officers who would be acting as quality control through the duration of the survey were also present for the training

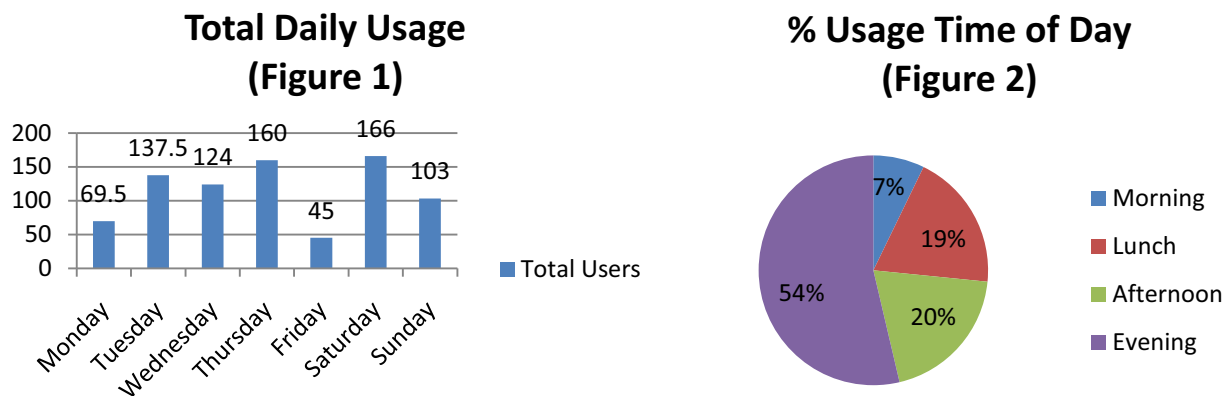
sessions. The training sessions consisted of two presentations, outlining the theory and practical intricacies behind the SOPARC methodology. In addition to this, the training incorporated practical exercises which demonstrated undertaking the observations in Grove itself.

### Survey Summary

Phase 1 of the SOPARC pilot began week commencing 29<sup>th</sup> July 2013 and ran for 7 days. Observations were undertaken 4 times per day at 7.30am, 12.30pm, 3.30pm, 7.30pm during the observation week. This gave a total of 28 observational periods across the week. Each observation period lasted for one hour. During this one hour period areas of potential physical activity, called target areas, were observed and the characteristics of those people using the space and their activity levels were recorded. Where possible, two laps of the park were completed within the one hour observational period.

### Survey Results

#### Daily Usage



In total 805 people were observed using Grove Park. The mean number of daily users was 115 people. As can be seen from Figure 1, the total number of users varied over the course of the week. Greatest usage was observed on Saturday when 166 (21%) people were observed using the park. Friday was the day in which the least people were observed using the park, with 45 people observed (5.6%).

From Figure 2, it can be seen that there is not only variation in park usage across the day of the week, but also in time of day. Evening usage accounted for 54% of total park usage. Morning usage accounted for just 7% of the total. Lunch time and Afternoon usage were similar being 19% and 20% respectively.

#### Target Area/ Facility usage

From Figure 7 it can be seen that the observed users in the park are not distributed evenly across the target areas. 150.5 of the 805 observed users were concentrated on one pitch (T5). T4 which is a path scan seen the second greatest usage. In T4 92 people were observed. The Playground (T8) was also a target area which seen high levels of use with 77.5 people being observed. A number of target areas seen less than expected use. For example T12 and T13 had only 8.5 and 15 people observed on them across the whole of the survey week.

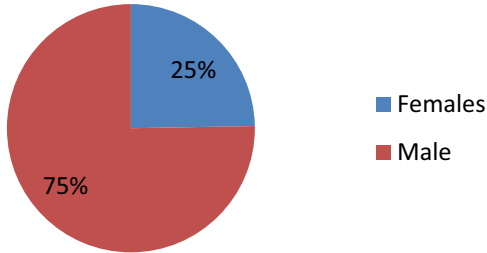
When common facilities are aggregated together it can be seen that 52% of observed park usage is on the 8 playing pitches. 29% of observed users are on the paths which circulate



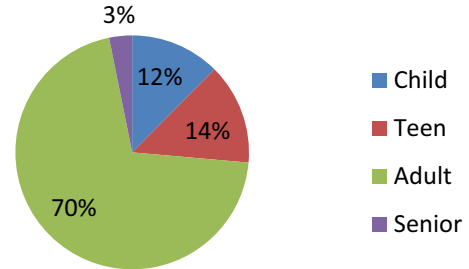
the park. The outdoor gym and open space were observed to be used by 6% of users. The dog enclosure had the least activity with 3% of observed users.

**User Characteristics**

**% User Gender  
(Figure 3)**



**% User Age Group  
(Figure 4)**

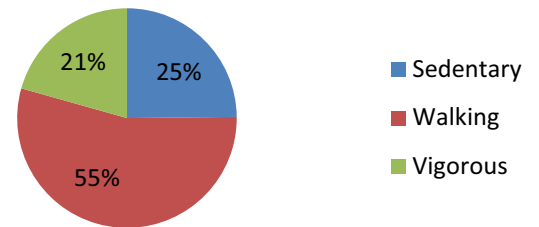


From Figure 3, it is evident that 75% of observed users in Grove Park were male with the remaining 25% female. The largest user group (Figure 4) of the park were adults who accounted for 70% of the total observations. The smallest user group were seniors who totalled 3% of park usage. The number of children and teens were similar accounting for 12% and 14% respectively.

**User Physical Activity Levels**

From Figure 5 it can be seen that the largest observed activity level was walking which accounted for 55% of total activity. Sedentary activity which includes sitting, standing and lying down accounted for 25% of all observed activity while 21% of activity was observed to be vigorous.

**% Users Activity Levels  
(Figure 5)**



**Dog Control**

It can be seen from Figure 6 that over the course of the survey week 139 dogs were observed in Grove Park. 62% of these were off lead while 38% were on their lead.

**(Figure 6)**

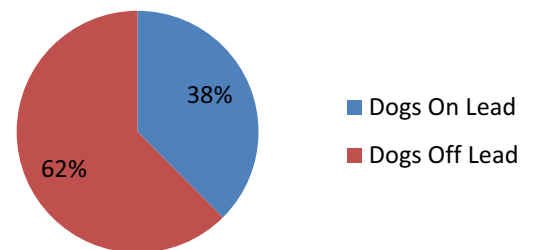


Figure 8 shows the distribution of dogs observed in Grove Park. The greatest numbers of dogs were observed at T4 where 47 were recorded. 26 dogs were observed at T1 (front gate) upon entering the park. 17 dogs were observed in the new dog enclosure (T11). Small numbers of dogs were observed on the football pitches. No dogs were observed in the children's playground.

### **Cleanliness**

Incidents of Litter and Dog Fouling were recorded as part of the Target Area condition boxes completed at the outset of each observation period. Both of these were recorded on a 0-4 scale where 0 is no mess, 4 is heavy mess. The score was totalled over the course of the week giving a minimum of 0 and a maximum of 1680, 0 being 100% clean for the duration of all the observations, 1680 being heavily fouled for the duration of all observations. During the observations the Park was 97% clean in terms of litter. With respect to Dog Foul, Grove Park was 98% clean.

### **Issues**

As with most intensive observational surveys there were some errors in recording. In some cases check boxes were missed when observing the condition of the target area. However, in a few cases if a second lap was conducted the check boxes were subsequently completed as the likelihood of the condition of a target area changing significantly in 30 minutes was remote. In some cases either the age profile or the physical activity level were not recorded. As a result these were omitted from the analysis. The main cause of this appears to be rapidly changing user numbers in the playground area (Section B, T8) of the park.

The SOPARC methodology suggests that where possible, two sweeps of each target area should be completed in one observational period. At Grove due to the size of the park itself, two wardens were needed to cover the entire park twice in one hour. However, due to the number of available staff, the morning and lunchtime observational periods were staffed by one warden only. This resulted in one sweep only being conducted for these periods for the whole week. Staffing patterns also meant that the observations on Friday, Saturday and Sunday were only undertaken by one warden resulting in only one sweep on these days.

In general, the Wardens reported that the observations took place unhindered and to a successful level. However, it was reported that on Day 3 (Wednesday) that the evening surveys had to be abandoned after one lap following discussions and agreement with Council Officers due to inclement weather conditions.

Figure 7

Weekly Total of No. People in Target Areas - Grove Park



Figure 8

Weekly Total of No. Dogs in Target Areas - Grove Park







### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Summer Schemes 2014</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks and Leisure
<b>Contact Officer:</b>	Adele Faulkner, Leisure Improvement Manager

<b>1</b>	<b>Relevant Background Information</b>
	<p>Each year, summer schemes are organised in leisure centres providing a programme of sporting and play activities to young people over the months of July and August.</p> <p>In recent years the summer schemes have been a huge success with participation numbers attending in 2013 reaching 19,000. The 2013 schemes were developed to include four sunrise clubs, one in each area of the City. Six schemes also accepted children from five years of age, (usually eight years of age).</p> <p>In January 2013 Committee approved a report outlining a new approach to pre-registration for the Grove Summer scheme. The approach prioritised places for local children in front of other Belfast residents and residents outside of the Belfast boundary. This approach was very successful in that it avoided the need for queues that have been evident in the past.</p> <p>During registration for the 2013 scheme, long queues were evident at Olympia, Ballysillan, Whiterock and Avoniel. The department received a wide range of feedback on the registration/enrolment for the summer schemes. A number of complaints were also received regarding queues and communication in relation to enrolment. Learning from the Grove pre-registration scheme and the feedback from parents will be used to improve the registration/enrolment of summer schemes in 2014.</p> <p>A summary evaluation of the 2013 summer schemes is attached at Appendix 1</p>

2	<b>Key Issues</b>																						
	<p>The summer schemes listed below indicate the maximum number of places available for 2014. These are based on facilities at the sites and staff availability. Charges will be made at a weekly rate, as per 2014/15 scale of charges.</p> <table border="1" data-bbox="300 416 1402 831"> <thead> <tr> <th data-bbox="300 416 647 450"><b>Centre</b></th> <th data-bbox="655 416 1402 450"><b>Number of places available per day</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="300 461 647 495">Grove (under 8's)</td> <td data-bbox="655 461 1402 495">72</td> </tr> <tr> <td data-bbox="300 506 647 539">Ballysillan</td> <td data-bbox="655 506 1402 539">72</td> </tr> <tr> <td data-bbox="300 551 647 584">Whiterock (under 8's)</td> <td data-bbox="655 551 1402 584">72</td> </tr> <tr> <td data-bbox="300 595 647 629">Avoniel (under 8's)</td> <td data-bbox="655 595 1402 629">60</td> </tr> <tr> <td data-bbox="300 640 647 674">Olympia(under 8's)</td> <td data-bbox="655 640 1402 674">60</td> </tr> <tr> <td data-bbox="300 685 647 719">Andersonstown</td> <td data-bbox="655 685 1402 719">60</td> </tr> <tr> <td data-bbox="300 730 647 763">Shankill (under 8's)</td> <td data-bbox="655 730 1402 763">60</td> </tr> <tr> <td data-bbox="300 775 647 808">Ozone</td> <td data-bbox="655 775 1402 808">48</td> </tr> <tr> <td data-bbox="300 819 647 853">Loughside (under 8's)</td> <td data-bbox="655 819 1402 853">48</td> </tr> <tr> <td data-bbox="300 864 647 898">Falls</td> <td data-bbox="655 864 1402 898">Coaching Scheme – places vary</td> </tr> </tbody> </table> <p>The most popular of the schemes are, Grove (under 8's), Ballysillan, Whiterock (under 8's), Avoniel (under 8's), Olympia (under 8's).</p> <p>The registration for these five sites will include a pre-registration exercise which will take place on a Saturday at the beginning of May 2014. Families wishing to register an interest can apply online/by email or at the centre of choice. Parents can request a place for up to four children. Following the pre-registration date, staff at the sites will then allocate places on the following basis.</p> <ul data-bbox="347 1205 1382 1391" style="list-style-type: none"> <li>• Belfast City Council rate payers (The number of weeks allocated may be restricted to three or four weeks to accommodate more families)</li> <li>• If oversubscribed by Belfast residents following restriction in the number of weeks a random draw of places will take place</li> <li>• Remaining places will be offered to residents of other Council areas</li> </ul> <p>Those successful at pre-registration stage will be invited to attend the centre with the usual proof of address, photographic identification and child's date of birth to enrol and pay for the scheme. This is not a first come first served scheme.</p> <p>Enrolment for the remaining schemes will take place on a Saturday at the beginning of June 2014 with the following availability of places. Charges will be made at a weekly rate, as per 2013/14 scale of charges.</p> <p>These sites will follow a similar pre-registration scheme, giving first preference to Belfast residents and avoiding queues.</p> <p>The sunrise club, which is a early morning service for children attending the scheme incurs an additional charge and will run at Avoniel, Andersonstown, Ballysillan and Olympia.</p> <p><u>Free use of Council facilities</u> Leisure Services provide quality play, recreation and sporting opportunities for the children of Belfast over the summer holiday period.</p>	<b>Centre</b>	<b>Number of places available per day</b>	Grove (under 8's)	72	Ballysillan	72	Whiterock (under 8's)	72	Avoniel (under 8's)	60	Olympia(under 8's)	60	Andersonstown	60	Shankill (under 8's)	60	Ozone	48	Loughside (under 8's)	48	Falls	Coaching Scheme – places vary
<b>Centre</b>	<b>Number of places available per day</b>																						
Grove (under 8's)	72																						
Ballysillan	72																						
Whiterock (under 8's)	72																						
Avoniel (under 8's)	60																						
Olympia(under 8's)	60																						
Andersonstown	60																						
Shankill (under 8's)	60																						
Ozone	48																						
Loughside (under 8's)	48																						
Falls	Coaching Scheme – places vary																						

	<p>Free use of swimming pools has been offered in recent years to those community groups which are in receipt of Summer Scheme funding from Community Services, subject to availability.</p> <p>Free entrance to the zoo has also been offered to children participating in Leisure Services Summer Schemes and concessionary entrance fees are offered to community groups which are in receipt of Summer Scheme funding from Community Services, subject to availability.</p> <p>Free entrance to the Adventurous playground has also been offered to children participating in Belfast City Council Leisure Centre summer schemes, and free entrance before noon for community group schemes which are in receipt of Summer Scheme funding from Community Services, subject to availability.</p> <p>The addition of free entrance to Leisure summer schemes only to the Grove soft Play area is requested for 2014, at off peak times. This is particularly for the schemes accepting the younger age group of children.</p>
--	---

<b>3</b>	<b>Resource Implications</b>
	<p><u>Financial</u> An allowance of £70,000 is allocated within revenue budgets to support holiday schemes in leisure centres with an anticipated £60,000 projected to be received in income from holiday scheme participants.</p> <p>The excursions for the 2014 will be closely monitored and limited to 1 per week because of the increasing costs associated with transportation and entry fees.</p> <p><u>Human Resources</u> Subject to the nature of the programme offered at each site, summer schemes are organised using Belfast City Council officers supported by the short term use of agency staff.</p> <p><u>Asset and Other Implications</u> None</p>

<b>4</b>	<b>Equality and Good Relations Considerations</b>
	<p>Alterations in the registration process will be subject to the Councils Equality Screening Process.</p>

<b>5</b>	<b>Recommendations</b>
	<p>It is also recommended that Members agree the revised approach to summer scheme registration.</p>

	<p>It is also recommended that Members agree that, as in previous years:</p> <ol style="list-style-type: none"> <li>1. Free swimming, during July and August for community group schemes which are in receipt of summer scheme funding from the Community Services Section, and concessionary entrance fees to the Zoo.</li> <li>2. Free entrance to the Zoo in July and August for children participating in Belfast City Council Leisure Centre summer schemes, and</li> <li>3. Free entrance to the adventurous playground in July and August for children participating in Belfast City Council Leisure Centre summer schemes, and free entrance before noon for community group schemes which are in receipt of Summer Scheme funding from the Community Services Section, subject to availability.</li> </ol> <p>It is recommended that leisure schemes only can access free use of the soft play area at the Grove.</p>
--	--

<b>6</b>	<b>Decision Tracking</b>
	Leisure Improvement Manager will update the Committee with an evaluation of the registration process in June 2014 and all summer schemes in September 2014.

<b>7</b>	<b>Key to Abbreviations</b>
	None

<b>8</b>	<b>Documents Attached</b>
	Appendix 1 summer schemes



**Leisure Centre Summer Schemes 2013  
Review Summary**

**Attendance**

<b>Centre</b>	<b>Max Number per day</b>	<b>Duration of scheme</b>	<b>Participant Opportunities realised</b>
Avoniel	60	6 weeks	1880
Andersonstown (Play)	60	2 weeks	570
Andersonstown(coach)	n/a	4 weeks	1775
Ballysillan	90	6 weeks	3,957*
Falls	n/a	5 weeks	2,755
Grove	72	5 weeks	1,479
Loughside	48	5 weeks	1,168
Olympia	60	5 weeks	1,381
Shankill	60	5 weeks	716
Indoor Tennis Centre	48	8 weeks	1,300
Whiterock	110	5 weeks	2,048
		<b>Total</b>	<b>19,029</b>

\*oversubscribed

**Sunrise Club Attendance**

<b>Centre</b>	<b>Participant Opportunities realised</b>
Avoniel	280
Andersonstown	45 (new scheme)
Shankill	2 (scheme cancelled)
Olympia	290
<b>Total</b>	<b>617</b>

**Feedback from Parents/Participants**

**Registration**

In general the feedback from parents was positive with the new registration process in Grove Wellbeing Centre in particular being highlighted.

This was not the case with all the centres with concerns around the enrolment process being expressed at Avoniel, Olympia, Ballysillan and Whiterock. All these schemes cater for 5-8 year olds and all were completely full. Comments included the length of time to queue and poor processes for registration.

**Staffing**

The feedback regarding the staff was generally excellent.

### **Marketing and promotion**

Information on the Summer Scheme was uploaded onto the Belfast City Council Website from March 2013 to provide information for the scheme and to encourage registration for Grove Well Being Centre.

A feature block was placed onto the Belfast City Council website from 5 April to 15 April to promote the schemes. Advertisements were also placed in the local Community press as well as City Matters.

General feedback on marketing and communication was favourable however not all Grove users said they were aware of the new enrolment process.. The issue of communication between the centres and parents was also listed as an area which could be improved.

### **Activities on offer**

As well as the day to day activities at the centres a wide range of both sports coaching and trips out were provided. Coaching in Tag Rugby was provided at all sites in partnership with Ulster Rugby and proved to be very popular. A number of inter centre competitions also took place including Dance, Soccer and Waterpolo as well as a Table Quiz.

A Sports Taster Day, to mark the start of the World Police and Fire Games in Belfast , took place at Ormeau Park and this was attended by over 700 children and young people from the schemes.

### **Key recommendations**

1. Review of registration and enrolment. A new registration similar to the one piloted at Grove Wellbeing should be considered for the other schemes. Also consider On line registration
2. Ensure that sites do not oversubscribe at enrolment
3. The scheme in Andersonstown should become a general play scheme for the full 5 weeks
4. The pricing of the schemes should be reviewed
5. A marketing plan to be put in place to raise awareness of the new registration process
6. Develop a parents information pack and newsletter
7. Ballysillan to offer a sunrise club instead of Shankill



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Skegoniel Health Centre</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Caroline Wilson, Neighbourhood and Development Manager
<b>Contact Officer:</b>	Stephen Walker, Departmental Portfolio Programme Manager

<b>1.</b>	<b>Relevant Background Information</b>
	<p>The Committee is reminded that at its meeting in August 2010 it was asked to consider placing the former Skegoniel Health Centre Site within the Council's Corporate Land Bank. The Committee agreed to this however, the matter was taken back at Council and reconsidered by the Committee in September 2010. At the time it was agreed that alternative uses of the land would be explored.</p> <p>Members are reminded that as part of the partnership arrangement with the North and West Trust relating to the development of the New Grove Wellbeing Centre it had been agreed that the site of the former Skegoniel Health Centre would revert to the Council upon completion of the scheme and relocation of the Health Centre within the new Grove Health and Well Being Centre.</p> <p>The current position is that the former Health Centre site now sits under the management of Parks and Leisure. The site has remained derelict and unused and in 2013 it became the location for a small bonfire in the area.</p> <p>Appendix 1 shows the location of the site which abuts Grove Playing Fields and the Grove Health and Well Being Centre. Whilst the site is alongside the Playing Fields there is a difference in the levels and access between the two sites would be limited unless some re-grading was undertaken along the boundary between the sites.</p>

	<p>Members are asked to note that there are no conditions attached to the transfer of the land and there is no requirement that it be retained or developed as open space.</p> <p>Should the site continue to be retained by Parks and Leisure there are two options:</p> <ol style="list-style-type: none"> <li>1. The site remains as is without development; and</li> <li>2. The site is developed as a discrete location.</li> </ol> <p>A series of options have been discussed. There is the potential to develop the site:</p> <ol style="list-style-type: none"> <li>1. As a playground;</li> <li>2. As a multi user games area;</li> <li>3. As a community garden;</li> <li>4. As an outdoor gym area;</li> <li>5. As a landscaped area</li> </ol> <p>Depending on the nature and extent of the proposal, costs could vary from £100,000 to £250,000. These items would all constitute capital projects and would be subject to prioritisation and approval through SP&amp;R.</p> <p>Within the context of the current affordability limits one alternative would be to declare the site surplus to the operational requirements of the Parks and Leisure Department and that it be transferred to the Council's corporate land bank (managed by Property and Projects Department, Estates Management Unit) wherein any potential use by other Council Departments would be considered and a planning assessment could be carried out to consider development options.</p>
--	--

<p><b>2.</b></p>	<p><b>Key Issues</b></p>
	<p>The key issues for the Committee to consider are:</p> <ul style="list-style-type: none"> <li>• The former Skegoniel Health Centre Site has been acquired by Belfast City Council as part of the arrangement with the North and West Trust. The site has no restrictions attached to its transfer.</li> <li>• The Parks and Leisure Department has considered development options for Park use and has concluded there is no operational need for the site and that the Department do not have the resources to develop it.</li> <li>• It is therefore proposed that it be placed within the corporate land bank for consideration of options re future development potential.</li> </ul>

<b>3.</b>	<b>Resource Implications</b>
	<p><b><u>Financial Implications</u></b></p> <p>There are no additional financial costs to the Council at this stage. Potential savings of development costs to provide alternative Parks and Leisure use are provided within the body of this report. The potential financial implications arising from any alternative use are not known at this time.</p> <p><b><u>Human Resource Implications</u></b></p> <p>There are no additional human resource implications at this time.</p> <p><b><u>Asset and Other implications</u></b></p> <p>The transfer of the asset would enable a wider range of options to be considered which might enable the site to be developed.</p>

<b>4.</b>	<b>Equality Implications</b>
	There are no equality implications.

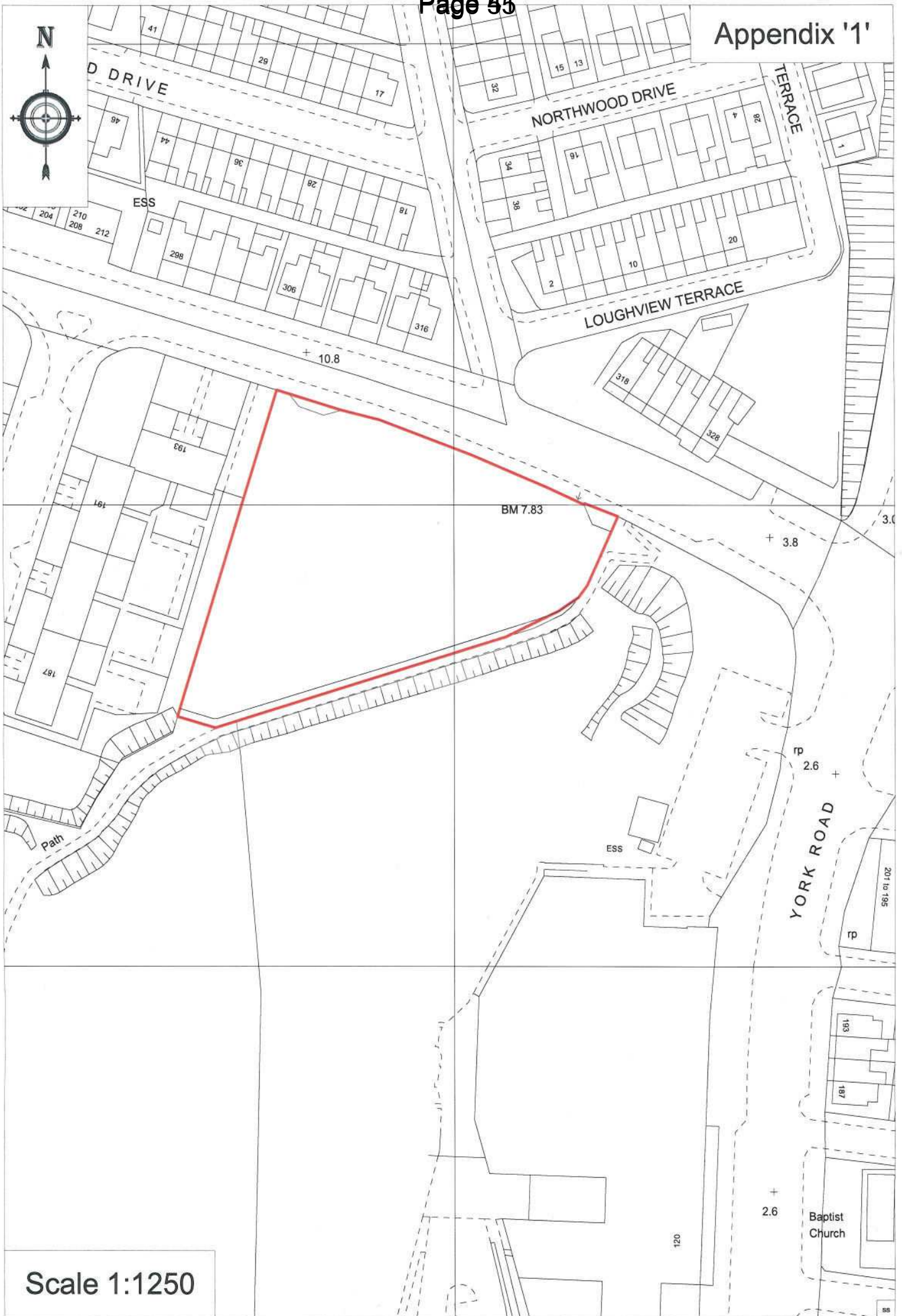
<b>5.</b>	<b>Recommendations</b>
	It is recommended that the Committee agree to declare the former Skegoniel Health Centre Site surplus to Parks and Leisure Departmental requirements and further agree that a report be brought to Strategic Policy & Resources Committee in line with Standing Orders.

<b>6.</b>	<b>Decision Tracking</b>
	No further reports are required.

<b>7.</b>	<b>Key to Abbreviations</b>
	None

<b>8.</b>	<b>Documents Attached</b>
	Appendix 1 – Site Map

This page is intentionally left blank



Scale 1:1250

This page is intentionally left blank





### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Funding application for Outdoor Gym at Carnamore Park</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Rose Crozier, Assistant Director of Parks and Leisure
<b>Contact Officer:</b>	Ricky Rice, City Parks Manager

<b>1.</b>	<b>Relevant Background Information</b>
	Suffolk Community Forum has requested permission to install an outdoor gym beside the existing community garden in Carnamore Park open space, which is located adjacent to Suffolk playing fields.

<b>2.</b>	<b>Key Issues</b>
	<p>The Suffolk Community Forum has applied to Active Belfast for £5,000 and to Award for All for £10,000 to fund the project which is part of a wider Health and Well Being initiative. The Forum is also working in partnership with the Northern Ireland Housing Executive to develop family size allotments on the interface area between Suffolk and Ladybrook and Council officers are also engaged in discussions regarding this project.</p> <p>The funding application for an outdoor gym is based on a number of proposed quotes which Suffolk Community Forum has acquired. However it is proposed that the installation work be carried out by a Belfast City Council approved contractor and the equipment will be purchased by Belfast City Council.</p> <p>After installation it is proposed that the Council will be responsible for appropriate inspection and maintenance of the equipment as per normal procedures with other existing outdoor gyms.</p>

<b>3.</b>	<b>Resource Implications</b>
-----------	------------------------------

	<p><b>Financial</b> There are no financial implications for Belfast City Council as funding will be provided by Suffolk Community Forum.</p> <p><b>Human Resources</b> There are no significant Human Resources issues other than officer time and routine inspection upon completion of the project.</p>
--	---

<b>4.</b>	<b>Equality Implications</b>
	There are no equality issues.

<b>5.</b>	<b>Recommendations</b>
	Committee is asked to approve the installation of an outdoor gym at Carnamore open space, based on the successful funding applications totalling £15,000 and subject to appropriate legal agreements between the Council and Suffolk Community Forum.

<b>6.</b>	<b>Decision Tracking</b>
	Ricky Rice, City Parks Manager.

<b>7.</b>	<b>Key to Abbreviations</b>
	None

<b>8.</b>	<b>Documents Attached</b>
	None

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

Document is Restricted

This page is intentionally left blank



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Hospitality for Events &amp; Meetings in 2014</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks and Leisure
<b>Contact Officer:</b>	Agnes McNulty, Open Spaces & Active Living Manager

<b>1.</b>	<b>Relevant Background Information</b>
	<p>The purpose of this report is to seek approval from Members for hospitality to be provided at some of the annual events, award ceremonies and stakeholder meetings organised by the Open Spaces &amp; Active Living Unit in 2014.</p> <p>In the past the Council has provided hospitality at these occasions in the form of light refreshments or lunch and in 2013 these were:</p> <ul style="list-style-type: none"> <li>▪ The Spring Fair;</li> <li>▪ Belfast Parks Primary Schools' Athletics;</li> <li>▪ Belfast Parks Photographic Competition;</li> <li>▪ Rose Week;</li> <li>▪ The City of Belfast Autumn Flower Show and</li> <li>▪ Meetings with various stakeholder groups such as Lagan Valley Regional Park, Belfast Hills Partnership etc.</li> </ul> <p>Specifically, the type of hospitality provided this year was as follows:</p> <ul style="list-style-type: none"> <li>▪ Refreshments for the members of the Spring Fair and Autumn Flower Show committees; these committees each met with Officers on three occasions to discuss and assist with the planning for these events;</li> <li>▪ Morning coffee and lunch for members of the flower show committees, judges and invited guests during the Spring Fair, Rose</li> </ul>

	<p>Week and the Autumn Flower Show. Many judges were local but several travelled from the Republic of Ireland, England and Scotland. During Rose Week an international panel of judges attended the International Rose Trials.</p> <ul style="list-style-type: none"> <li>▪ A reception for international judges visiting Northern Ireland for the international rose trials at Sir Thomas and Lady Dixon Park, local judges, sponsors of the international awards and invited guests.</li> <li>▪ Refreshments for the winners of the Belfast Parks photographic competition, the judges and the sponsor of the competition;</li> <li>▪ Refreshments at various stakeholder meetings with Officers; these stakeholders included Belfast Hills Partnership, Lagan Valley Regional Park, Ulster Wildlife and a public consultation meeting regarding the mountain bike trails at Barnett Demesne.</li> </ul>
--	--

<b>2.</b>	<b>Key Issues</b>
	<p>The Council seeks to reinforce its partnerships with the various horticultural societies, organisations and stakeholders. Some of these partnerships have been forged over many years and continue to be successful. Throughout the year there is a significant level of voluntary involvement from some of these groups and without that support and goodwill, the continued success of such events and activities could be undermined. Similar hospitality will be required for 2014.</p>

<b>3.</b>	<b>Resource Implications</b>
	<p><u>Financial</u> The estimated value of providing the hospitality is £ 6,100. In compiling estimates for 2014, Officers have asked that this amount be set aside in the Open Spaces and Active Living Unit's budget.</p> <p><u>Human Resources</u> There will be no additional human resource implications at this stage.</p> <p><u>Asset and Other Implications</u> The partnerships formed with various groups and the provision of events and activities in parks helps to promote appreciation of the social value of parks, both at a local and international level.</p>

<b>4.</b>	<b>Equality Implications</b>
	<p>There are no known equality implications.</p>

--	--

<b>5.</b>	<b>Recommendations</b>
	The Committee is asked to approve the provision of the hospitality in 2014 as outlined above.

<b>6.</b>	<b>Decision Tracking</b>
	None

<b>7.</b>	<b>Key to Abbreviations</b>
	None

<b>8.</b>	<b>Documents Attached</b>
	None

This page is intentionally left blank





### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Belfast Zoological Gardens - opportunities for Corporate Social Responsibility partnerships</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Rose Crozier, Assistant Director of Parks and Leisure
<b>Contact Officer:</b>	Mark Challis, Zoo Manager

<b>1.</b>	<b>Relevant Background Information</b>
1.1	Sun bears are among the zoo's most popular species. Sun bears are kept by only two other UK zoos, and as such at times receive a lot of visitor focus. Their paddock is overlooked by the Mountain Tea House, and throughout the year a significant proportion of zoo visitors will have purchased food in the Tea House and sat on the new patio and watched the bears.
1.2	During summer 2013, following an approach from a consortium of construction companies working on the A8 dual carriageway, namely Lagan Construction, Ferrovia Agroman and Costain, work was undertaken enhancing the paddock for the zoo's pair of endangered Malayan sun bears.
1.3	The work included new outdoor climbing structures, wobble feeders (which require the bears to shake the tree trunks to get their food to topple out), tree trunks, bark pits, tunnels, a running waterfall and hammocks to relax in, as well as some landscaping.
1.4	A wide range of play and behavioural enrichment equipment is vital to the welfare of the bears, which are intelligent and inquisitive. Prior to the work, there was a limited number of such pieces of equipment for the bears in the paddock, and those items that were in place had become old and were in a poor state of repair. There was limited budget available in zoo budgets to immediately undertake improvements.

1.5	While the zoo covered the cost of crane hire, all other staff, plant and materials costs were provided by the companies. Staff from the companies and the zoo worked together closely to design the new enclosure furniture and develop the week long programme of works.
1.6	Following the enhancements, the female bear, which came to Belfast Zoo with a history of antisocial and repetitive behaviours, has become significantly more relaxed. We have not observed any repetitive behaviours from her since the work was undertaken. Moreover, she has become significantly more receptive and accepting of the male bear, to the extent that within weeks of completion of the work, mating behaviours were observed. If successful, this would represent the first captive breeding of this species in the UK and Ireland.

<b>2.</b>	<b>Key Issues</b>
2.1	The zoo was approached by construction and engineering companies willing to undertake work to enhance animal enclosures in the zoo.
2.2	There is an ongoing need for such work throughout the zoo, not only to renew aging structures but also to provide new and interesting items of enrichment for our animals.
2.3	Given the specialist nature of the work, in terms of both equipment and personnel, this work is expensive to procure. While finances for such work are available through annual zoo budgets, there is significant scope for such work throughout the zoo, often beyond that for which we have adequate budget availability.
2.4	Companies, through their Corporate Social Responsibilities, do appear keen to develop partnerships and support the zoo. The zoo's conservation, welfare and education roles, and our links to the community via our visitors and Friends of the Zoo group, make us an attractive proposition and site for companies wanting to fulfil their Corporate Social Responsibilities.
2.5	Further, it would appear likely that there are opportunities to extend this support via similar work in the zoo, and perhaps at other Parks facilities.
2.6	<p>In order to explore such opportunities, it is proposed that:</p> <ul style="list-style-type: none"> <li>● we develop a list of suitable enclosure work in the zoo for potential partner engineering and building contractors to undertake, that would enhance the lives of the zoo's animals, via landscaping and the provision of play and other enrichment equipment;</li> <li>● we seek expressions of interest from contractors with the capacity to assist the zoo with such work for animals in the zoo;</li> <li>● we develop a package of marketing materials so that companies providing such assistance may receive appropriate credit for their work,</li> </ul>

	<p>including signage at the animal enclosures, press releases and links to the zoo's website and other social media outlets, and branded partnership certificates and other materials, which also could be retrospectively applied to those companies that assisted at the sun bear enclosure; and</p> <ul style="list-style-type: none"> <li>• depending on the uptake, the Department will develop a policy for future Corporate Social Responsibility partnerships throughout the Department.</li> </ul>
--	---

<b>3.</b>	<b>Resource Implications</b>
	<p><u>Financial</u></p> <p>The partnership described above, and the proposed extension of the programme, has the potential to generate significant financial savings.</p> <p><u>Human Resources</u></p> <p>There will be some work required to further develop this programme. However, in the initial stages, there is adequate HR available.</p> <p><u>Asset and Other Implications</u></p> <p>The partnership described above has allowed for the renewal of the climbing and other fixtures in the sun bear enclosure. This has provided for significant additional value to this asset. There appears to be considerable scope to extend this partnership arrangement, and to provide excellent marketing opportunities to both partners.</p>

<b>4.</b>	<b>Equality Implications</b>
4.1	There are no Equality and Good Relations Considerations attached to this report.

<b>5.</b>	<b>Recommendations</b>
5.1	<p>The committee is asked to note the above report and to approve the plan in paragraph 2.6, ie:</p> <ul style="list-style-type: none"> <li>• to develop a list of suitable enclosure work in the zoo for potential partner engineering and building contractors to undertake, that would enhance the lives of the zoo's animals, via landscaping and the provision of play and other enrichment equipment;</li> <li>• to seek expressions of interest from contractors with the capacity to assist the zoo with such work for animals in the zoo;</li> <li>• to develop a package of marketing materials so that companies</li> </ul>

	<p>providing such assistance may receive appropriate credit for their work, including signage at the animal enclosures, press releases and links to the zoo's website and other social media outlets, and branded partnership certificates and other materials, which also could be retrospectively applied to those companies that assisted at the sun bear enclosure.</p>
--	---

<b>6.</b>	<b>Decision Tracking</b>
6.1	The majority of initial actions from the above will be carried out and managed by zoo staff. Depending on the uptake from companies, a further report will be brought to Committee in 2014.

<b>7.</b>	<b>Key to Abbreviations</b>
	none

<b>8.</b>	<b>Documents Attached</b>
	Appendix 1 - Photographs



# Sun bear enclosure work



This page is intentionally left blank



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Belfast Zoological Gardens – Lion-tailed Macaque escape and recapture</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Rose Crozier, Assistant Director of Parks and Leisure
<b>Contact Officer:</b>	Mark Challis, Zoo Manager

1.	Relevant Background Information
1.1	The lion-tailed macaque is a primate species from India. Adult lion-tailed macaques have a head and body length of up to 60cm, and adult animals weigh between 5 – 10kg.
1.2	There are 22 species of macaques, and lion-tailed macaques are one of the smaller ones. The lion-tailed macaque is a relatively hardy species of monkey, which will eat a variety of foodstuffs and be somewhat tolerant of a variety of climatic conditions.
1.3	Lion-tailed macaques have been kept in the zoo for many years and the zoo recorded the first UK captive breeding of this species in 1962. The zoo currently has a group of 9 animals (4 males and 5 females).
1.4	The group of lion-tailed macaques in the zoo are accommodated in a large house with 5 different rooms and a large outside paddock surrounded by a 2m high chain link fence and on the inside of this, an electric fence rising to approximately 3m.
1.5	Such fences are used widely in the zoo for the containment of smaller primates and the blend of chain link fence and electric has proved to be an effective method of containing these animals and it is widely used by zoos.
1.6	On the morning of Monday 21 October, 6 of the zoo's lion-tailed macaques managed to escape from their outside enclosure. There had been no observed friction in the group and the electric fence was working,

	<p>though on observation by zoo staff the 6 escaped animals appeared somewhat wary and nervous. It is presumed that something had spooked the macaque group, to the extent that this provided enough of a stimulus for the escaped animals to climb the electric fence and leave the outside enclosure.</p> <p>1.7 The 6 escaped animals were recaptured during the following days:</p> <p>Tuesday 22 October, one captured in the sun bear enclosure in the zoo;          Wednesday 23 October, one returned to macaque enclosure in the zoo of own accord;          Thursday 24 October, one returned to macaque enclosure in the zoo of own accord;          Thursday 24 October, one captured at the Belfast Castle;          Friday 25 October, one captured on Shore Road near the Abbey Centre;          Friday 1 November, one captured in garden of house in Ben Madigan Park, near to the zoo.</p> <p>1.8 All of the animals have been remixed with the rest of the animals on the group. On veterinary examination, the escaped animals appeared fit and well.</p> <p>1.9 Staff from the zoo were in regular contact with a range of individuals and agencies throughout the period. These included the PSNI, the PSNI corporate communications team, the Fire Service (who provided valuable assistance during the recapture of the macaque at the Shore Road), the NIEA, local schools, private individuals and the media. A communications team, made up of zoo, BCC corporate communications and PSNI communications staff, was particularly valuable as we managed the considerable general public and media interest in the story. We received significant help and support from people locally and the media.</p>
--	---

<b>2.</b>	<b>Key Issues</b>
2.1	Six lion-tailed macaques escaped from their paddock in the zoo on Monday 21 October.
2.2	They were recaptured or returned to their enclosure of their own volition during the following ten days.
2.3	No macaques were injured or harmed during the incident and all appeared in good health on recapture.
2.4	The escape generated significant interest, from both the media and individuals locally. The vast majority of the coverage of the incident was positive.

<b>3.</b>	<b>Resource Implications</b>
	<u>Financial</u>



	<p>There were some costs associated with the recapture, including unanticipated additional veterinary costs, and some additional staff costs following the evening recapture of the macaque at the Abbey Centre.</p> <p><u>Human Resources</u></p> <p>There are no immediate resource HR implications, though it is worth noting that the dedication and professionalism of the zoo team, in a variety of roles including animal keeping, veterinary care and communications, which was of huge significance during the period.</p> <p><u>Asset and Other Implications</u></p> <p>A programme of routine maintenance is undertaken to ensure that enclosure boundaries continue to provide for the safe containment of the macaques.</p>
--	--

<b>4.</b>	<b>Equality Implications</b>
4.1	There are no Equality and Good Relations Considerations attached to this report.

<b>5.</b>	<b>Recommendations</b>
5.1	The committee is asked to note the report.

<b>6.</b>	<b>Decision Tracking</b>
6.1	None required.

<b>7.</b>	<b>Key to Abbreviations</b>
	PSNI = Police Service of Northern Ireland NIEA = Northern Ireland Environment Agency

<b>8.</b>	<b>Documents Attached</b>
	None

This page is intentionally left blank



### Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Donations to Societies for the Spring Fair &amp; Autumn Flower Show in 2014</b>
<b>Date:</b>	5 December 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks & Leisure
<b>Contact Officer:</b>	Agnes McNulty, Open Spaces & Active Living Manager

1.	Relevant Background Information
	<p>The purpose of this report is to seek approval from Members to authorise the payment of a £100 donation to each Society involved in the Spring Fair and Autumn Flower Show.</p> <p>In previous years the Committee has authorised a £100 donation to each of the horticultural Societies involved in the organisation of these flower shows in recognition of their assistance throughout the year.</p> <p>The Open Spaces &amp; Active Living (OS&amp;AL) Unit organises the annual Spring Fair in April at Barnett Demesne and the annual Autumn Flower Show in September at Botanic Gardens. Officers from OS&amp;AL work in partnership with the two flower show committees during the year to organise the flower show elements of the Spring Fair and the Autumn Flower Show.</p> <p>In April 2013, the Spring Fair at Barnett Demesne incorporated the annual spring flower show and over 500 horticultural exhibits were on display with a mix of environmental activities, children's entertainment, displays of animals and birds, demonstrations and music. This year over 8,000 visitors attended the Spring Fair over the two afternoons.</p> <p>The Autumn Fair which took place in Botanic Gardens in September is an inter-departmental event between Parks &amp; Leisure and the Development Departments. The event incorporates the annual autumn flower show</p>

	with a number of food stalls, a selection of plant and craft traders, children's entertainment, workshops and music. At this year's event, there were over 1,000 horticultural exhibits on display at the flower show and the event attracted 10,500 visitors.
--	--

<b>2.</b>	<b>Key Issues</b>
	<p>The planning of the spring and autumn show elements of both events involves Officers meeting regularly with representatives from 13 horticultural societies. The spring and autumn flower show committees each meet three or four times a year to discuss and plan for the two events.</p> <p>Earlier this year, the Ulster Alpine Garden Society expressed an interest in participating in future flower shows and at the Autumn Flower Show this year, they provided a society stand. Officers also informed them about the partnerships that had been developed with the other horticultural societies and after discussion, the Ulster Alpine Garden Society has now joined the Spring Fair Committee. The Society has also committed to attending the Spring Fair and Autumn Flower Show in 2014 where they will provide a display of alpine plants.</p> <p>Altogether there are 14 Societies represented on the two committees. The Societies are:</p> <ul style="list-style-type: none"> <li>▪ Friends of Bonsai;</li> <li>▪ Northern Ireland Daffodil Group;</li> <li>▪ Belfast and District Beekeepers' Association;</li> <li>▪ Belfast Winemakers' Circle;</li> <li>▪ British Cactus and Succulent Society;</li> <li>▪ Federation of Women's Institutes of Northern Ireland;</li> <li>▪ Irish Fuchsia and Pelargonium Society;</li> <li>▪ North of Ireland Dahlia Society;</li> <li>▪ Northern Ireland Bonsai Society;</li> <li>▪ Northern Ireland Group of Flower Arrangement Societies;</li> <li>▪ Northern Ireland Orchid Society;</li> <li>▪ Northern Ireland Vegetable Association;</li> <li>▪ Rose Society of Northern Ireland;</li> <li>▪ Ulster Alpine Garden Society.</li> </ul> <p>The £100 contributions are normally issued to the Societies involved after each event has taken place. The Societies involved with the Spring Fair receive their donation before the end of April while those involved in the Autumn Fair receive their donation after the September event.</p>

<b>3.</b>	<b>Resource Implications</b>
	<p><u>Financial</u> The value of providing a contribution to each Society is £1,400. In compiling estimates for 2014/15, Officers have asked that this amount be set aside in OS&amp;AL Unit's budget.</p> <p><u>Human Resources</u> There are no additional human resources implications.</p> <p><u>Asset and Other Implications</u> Working in partnership with the horticultural societies provides additional assistance to the Council. Also their presence at shows and events offers additional interest for visitors and adds an educational element to the events.</p>
<b>4.</b>	<b>Equality Implications</b>
	There are no known equality implications
<b>5.</b>	<b>Recommendations</b>
	The Committee is asked to approve a £100 contribution to each of the Societies outlined above which includes the Ulster Alpine Society who has recently joined the Spring Fair Committee.
<b>6.</b>	<b>Decision Tracking</b>
	None
<b>7.</b>	<b>Key to Abbreviations</b>
	OS&AL – Open Spaces & Active Living
<b>8.</b>	<b>Documents Attached</b>
	None

This page is intentionally left blank