

# Strategic Policy and Resources Committee

Friday, 24th May, 2013

## MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE

Members present: Councillor Hargey (Chairman);  
Aldermen Browne, M. Campbell and R. Newton;  
Councillors Attwood, Convery, Corr, Haire,  
Hendron, Hussey, Jones, Lavery, Maskey,  
McVeigh, Ó Muilleoir, A. Newton and Reynolds.

In attendance: Mr. P. McNaney, Chief Executive;  
Mr. C. Quigley, Assistant Chief Executive/Town Solicitor;  
Mr. R. Cregan, Director of Finance and Resources;  
Mr. G. Millar, Director of Property and Projects;  
Mrs. S. Wylie, Director of Health and  
Environmental Services;  
Mr. S. McCrory, Democratic Services Manager; and  
Mr. J. Hanna, Senior Democratic Services Officer.

### Apologies

Apologies for inability to attend were reported from Councillors Hanna, McCarthy and Mac Giolla Mhín.

### Declarations of Interest

Councillor Haire declared an interest in relation to Item 6(e), viz., "Orangefest - Use of the City Hall Grounds" in so far as he was a member of the County Grand Orange Lodge.

### Investment Programme

#### Belfast Investment Fund Update

The Committee considered the undernoted report:

#### "1.0 Relevant Background Information

- 1.1 **Members are aware that the Council has established a City Investment Fund (BIF) which has been designed to enable the Council to take a lead role and work in partnership to deliver key investment projects which:**

Promote the image of Belfast as a place to visit

Enable and/or promote the city as a place in which to do business

Bring financial or other economic returns to the city which help to build the city's rate base

Promote Belfast as a city in which its citizens have pride and belief in a brighter future.

Enhance the city's strategic, social, cultural and environmental infrastructure.

Provide a lasting legacy for future generations.

**1.2 The objectives for the City Investment Fund were agreed in December 2007:**

create a focal point for the Council to play a leading role in the development of the city;

create a 'can do' attitude amongst its citizens and create a sense of place and pride;

encourage investment from and engagement of public, private and voluntary sectors, in the achievement of that aim; and

to contribute to the Council's priorities and vision for the city.

To date, approx£12million has been allocated to a number of iconic projects (Titanic; Lyric, the MAC) which has levered in over £120 million. Members are asked to note that the Connswater Community Greenway project, which was previously funded under the City Investment Fund, has now been capitalised as part of the Council's capital programme and will become a Council asset once completed.

**1.3 At its meeting on 23 March 2012, SP&R Committee reviewed and confirmed the objectives for the next phase of the City Investment Fund now renamed Belfast Investment Fund (BIF). Given both the changed needs of the city as well as the broader economic context, it was agreed that BIF support should be extended to include programmes of capital investment (or clusters) as well as single iconic projects, which can demonstrate a cumulative iconic or transformational impact.**

- 1.4** It was further noted at this meeting by the SP&R Committee that in order to ensure a balanced investment across the city, and given the scale of investments, that the time horizon for BIF is over three terms of Council, from 2007 when BIF was initiated through to 2019/20. This balance will need to be considered in the context of investments which have already been made and the money available for allocation under this phase of BIF. Currently it is anticipated that there will be £20million available by 2015.
- 1.5** One of the key objectives of BIF is to lever investment from the private and public sectors, as it did on the 4 previous BIF investments. Members further agreed in November 2012 that projects must secure at least 50% match funding from other sources. It was also agreed that there should be no ongoing revenue cost implications for the Council.
- 1.6** Members are asked to note that NO decisions have been taken yet in relation to funding for projects under the current phase of BIF.

**2.0** **Key Issues**

- 2.1** There are a number of key issues for discussion in relation to BIF which are outlined below for Members' consideration.  
**Role of the Area Working Groups**
- 2.2** Members are aware that the Area Working Groups (AWGs) were established last year as a means of connecting Members to their local areas in preparation for their formal role in community planning under the Reform of Local Government. The interim terms of reference for the AWGs were agreed as to:
- act as community advocates to identify local priorities and support effective 'place-shaping';
  - make recommendations to SP&R Committee on investment decisions for the local area;
  - offer advice and guidance to SP&R Committee and officers in the development and implementation of local projects;

- participate in and facilitate community engagement and communications activities with a wide range of groups on investment in local areas;
- consider other area-based issues as referred by SP&R Committee;
- monitor progress and produce an annual report on performance.

In governance terms, the AWGs were established to have an advisory role, informing the implementation of the Investment Programme. It was agreed that the AWGs would have no delegated authority and no budget.

- 2.3 Since this time, Members have embraced the opportunities afforded by area working. The Area Working Groups have played an integral role in making investment decisions for their areas in terms of the Local Investment Fund, the Feasibility Fund and local interventions. Given this and Members knowledge of local areas and projects, it was agreed at SP&R in November that the AWGs would also play a central part in the decisions related to the BIF.
- 2.4 Members are aware that as part of the consultation process on the Investment Programme, the Council published a long-list of 'Emerging Partnership Projects' which could potentially be funded under BIF. It was previously agreed at Committee that this list would be provided to the Area Working Groups (AWGs) again to allow them to engage locally on priorities for investment with key stakeholder groups in their area. In addition to this, the long-list of suggested projects was published on the Council's website and groups were asked for any further suggestions to add to this list. No additional ideas for projects were received via this route.
- 2.5 Each of the Area Working Groups has now been presented with the long-list of suggested BIF projects for their area and have had varying levels of conversation around these. Discussions in some AWGs are at a more advanced stage than others and there may be further additions to this list. Individual AWGs have also received presentations from emerging projects and been able to question groups on proposals. At this stage, the South AWG has identified three priority BIF projects while a number of the other AWGs have indicated that they would like further time to consider emerging proposals before agreeing priority projects.

- 2.6 A weakness of the AWGs to date is that they generally have failed to agree on a coherent plan for each area that will make a substantive difference to the quality of life of local people. There are logistical reasons for this failure as Members time is limited and planning workshops have been knocked off course to some degree due to the proposed Social Investment Fund (SIF) intervention which remains a somewhat unknown quantity.
- 2.7 Without a clear area plan aimed at addressing particular identified needs and thus arriving at coherent outcomes, there is a risk that BIF funding will be spent on a series of projects without any particular end in mind. It may be useful therefore to provide a 'critical' friend in the form of some regeneration expertise to work alongside the AWGs as they work through their BIF proposals with a view to prioritising what schemes will make the biggest impact.
- 2.8 The approach could line up with the agreement at the Voluntary Transition Committee of 5<sup>th</sup> April 2013 that the AWGs should begin the creation of local area plans in the months ahead in preparation for the Council's new community planning role.
- 3.0 **Role of Strategic Policy & Resources Committee**
- 3.1 It is important to note that the Belfast Investment Fund is a citywide fund and that individual allocations of money are not being made against particular areas. As outlined the AWGs do not have any delegated authority and can only make recommendations to the SP&R Committee. The final decision on which BIF projects the Council will invest in will be determined by the SP&R Committee in its role as the Council's investment decision maker. This approval process was previously agreed by Committee in November 2013.
- 3.2 Members will acknowledge that there is increasing demand on the Council to deliver projects within increasingly scarce financial resources. There is a limited amount of money available under BIF and there will be opportunity costs of approving one BIF project over another BIF project. With the finite amount of resources available it will not be possible for all the proposed BIF projects to be delivered. SP&R Members will therefore be required to use their civic leadership role and focus on agreeing those projects which can have maximum benefits and investment return on both city-level and area level outcomes in line with the investment principles that were agreed by Members that underpin the Council's Investment Programme –

- **Balanced investment across the city**
- **Good relations and equality**
- **Partnership and integration**
- **Value for money**
- **Sustainability**

3.3 Due to the scale of investments which is likely under BIF, projects will be rigorously and independently tested in line with standard 'Green Book' economic appraisal requirements, to test the socio-economic and social benefits of projects to the city of Belfast, as well as financial returns to the city, in terms of the rate base and attracting further investment. Under this phase of BIF, SP&R has agreed that 'clusters' of projects might be considered, that will have a cumulative iconic or transformational impact. Therefore, while projects will be appraised on an individual basis, the cumulative impact of a cluster to contribute to the city's strategic, social, cultural and environmental infrastructure will also be examined.

3.4 It will be also be important that they deliver tangible outcomes for the city. It should be noted that any legal agreements with partners on projects will be aligned to the emerging corporate outcomes framework (linked to community planning) and include the use of social clauses, as well as contracting, measuring and monitoring secured community access in the benefits realisation period of the project.

3.5 The role of SP&R as the investment decision maker therefore does present the potential for the Committee to decide to over-rule the proposals or priority projects put forward by an AWG. While this situation has not emerged to date in relation to local investment decisions, there may inevitably be a tension between those decisions made on the basis of local needs and those made from a city perspective. Once again it may be helpful for Members to avail of independent expertise and challenge in coming to an agreement.

#### 4.0 **Prioritisation and the development of a prioritisation framework**

4.1 Given the above it is important that Members can take informed decisions about which projects to invest in. However in order to allow to take an informed decision, it will be necessary for them to have a city-wide context with a prioritised list of projects and the same level of information on each project.

4.2 Members have previously agreed that all capital projects (capital programme, Belfast Investment Fund etc.) must go through this Stage process (as outlined in the Approvals Process where decisions on which projects progress are taken by SP&R Committee.

4.3 SP&R Committee have previously agreed that the 4 principles which are to guide all Council's investments are: affordability inc. consideration of available match funding; deliverability; feasibility; and sustainability. A prioritisation framework based on the information contained within the appraisals will allow SP&R Committee to consider investments on a like-for-like basis across the city. This framework will be presented to SP&R for their consideration next month.

#### 5.0 Match Funding – SIF

5.1 Members are asked to note that a key consideration of BIF funding is securing at least 50% match funding from alternative sources. One of the key strands of funding available is under the Social Investment Fund (SIF). Members are asked to note that these projects are currently being economically appraised by the Department of Finance and it is anticipated that first decisions regarding funding will be announced over the summer.

#### 6.0 Next Steps

6.1 As outlined it is important that Members acknowledge that BIF is a city-wide fund and that decisions on which projects receive BIF investment will need to be taken at a city level. In order to allow Members to take an informed decision it is recommended that all AWGs forward a prioritised list of projects to SP&R Committee in August with clearly expressed outcomes that address identified needs in each area.

#### 7.0 Resource Implications

- Financial: up to £20m by March 2015
- Human: Officer time in working with groups on developing their project proposals
- Assets: none at present

## 8.0 Equality Implications

As part of the Stage approval process, a screening will be carried out on each project to indicate potential equality and good relations impacts and any mitigating actions needed.

## 9.0 Recommendations

Committee is asked to –

- note that the Belfast Investment Fund is a city-wide fund and that the final investment decisions on projects will be taken by Strategic Policy & Resources Committee
- note that the AWGs have already considered the long-list of suggested projects for their areas. The South AWG have agreed three priority projects while the other Groups have requested further time to consider proposals for their area
- agree that a prioritisation framework is brought to Committee next month
- agree that a prioritised list of BIF projects from each AWG is brought to Committee in August along with clearly expressed outcomes to address identified needs in each area. This will enable Members to take a city-wide view of potential investment decisions. At this stage it is also anticipated that the first decisions regarding SIF projects will also be available and this will help inform Members decision-making process
- consider the use of independent expertise to challenge and critique proposals from AWGs in terms of making a real difference to communities and to inform area planning.”

After discussion, during which the Committee agreed that an event based on the debate at the city conference which had been held earlier in the week be held for all Members of the Council, the Committee adopted the recommendations.

### Super Connected Belfast Update

The Director of Finance and Resources submitted for the Committee's consideration the undernoted report:



**“1. Relevant Background Information**

**1.1 On the 20<sup>th</sup> of September 2012 the Department of Culture Media and Sport (DCMS) announced that Belfast had been successful in their bid to the Urban Broadband Fund (UBF) and were allocated the sum of £13.7 million.**

**1.2 The key features of our initial bid were:**

**Provision of:**

- 1. 100% access to superfast broadband across the entire city.**
- 2. Targeted Ultra-fast broadband for those sectors that deploy large volumes of data, such as the creative industries.**
- 3. Wireless infrastructure within the city centre and other key locations,**
- 4. And Micro-Fibre Grants to lower the barriers to ultrafast connectivity to SMEs.**

**1.3 One of the crucial aspects of the bid was the partnership programmes (demand stimulation) that would be put in place to make best use of the telecommunications infrastructure in order to derive maximum benefits for the city.**

**2. Key Issues**

**2.1 Since the announcement of funding, the Council’s Super Connected Belfast team has been working closely with DCMS, the key suppliers and the Roads Service. Finalisation of an agreed programme has been severely hampered by DCMS changing the scope of UBF funding on a number of occasions. This uncertainty has led to the demand stimulation element of the programme being curtailed.**

**2.2 On 8 May the Chief Executive received a letter from Ed Vaizey, the UK Minister for Culture, Communications and Creative Industries, informing the Council that the fixed broadband elements of the UBF would no longer be part of the scope of all 10 cities projects. The reason being that it would take up to 18 months to resolve State Aid issues with the EU Commission. This means that the fixed superfast and ultrafast parts of the Council’s project are no longer viable.**

- 2.3 The letter also identifies a changed position in regards to the requirement for State Aid for the Micro-Fibre Grants (Vouchers) scheme. DCMS have committed to making a State Aid application to the EU Commission on behalf of all 10 cities. As a result, the Council's project will include a greater focus on the voucher scheme in order to maximise the take up of ultrafast broadband services. This will enable the original aim of providing business parks with ultrafast broadband to be achieved.
- 2.4 On 13 May the Council received notification from DCMS on the range of possible Wi-Fi options which cities could deliver. At this stage it would appear that the Council will be able to extend the wireless element of our proposal to target a large number of public buildings across Belfast (Leisure Centres, Community Centres, Hospitals etc...) with publically available Wi-Fi.
- 2.5 DCMS have asked for an update of project plans from all cities, in light of the recent changes. The revised plan will be presented to Committee as soon as feedback is received from DCMS.
- 2.6 Members are asked to note that:
- The initial award of £13.7 million remains allocated to Belfast.
  - The deadline for completion remains the 1<sup>st</sup> April 2015.
  - The original vision and objectives for the project still apply.
  - An important programme of demand stimulation work will underpin the technology programme.

### 3. Resource Implications

- 3.1 The Super-connected team from ISB and the Development department will continue to manage the delivery of this programme of work. The level of resource required will not increase, though re-planning will change the profile of resource expenditure.

### 4. Equality and Good Relations Implications

N/A

**5. Recommendations**

**5.1 To note the changes to the Super Connected Belfast Project.”**

The Committee noted the information which had been provided.

**Investment Programme – Evaluation of year 1 J**  
**Jobs and Employability Aspects and Plans for year 2**

The Committee considered the undernoted report:

**1.0 Relevant Background Information**

**1.1 In our Investment Programme we committed to the provision of 400 placement, apprenticeship and internship opportunities and the delivery of 200 job opportunities over its 3 year duration.**

**This report is to update Members on achievements regarding the job opportunities and placement targets agreed for year 1 of the Investment Programme and to seek agreement to the targets and plans for year 2, including the “ring-fencing” of 5 seasonal (6 month) Cleansing Operative job opportunities to the long term unemployed.**

**1.2 Members will be aware that within year 1 we successfully delivered a targeted employability intervention through piloting the ring-fencing of five Business Support Clerk posts to the long term unemployed, supported by a pre-recruitment training programme. We hope to build on the successes of year 1 to ensure the continued achievement of agreed targets and on-going commitment to stimulating the economy through providing job opportunities and employability outreach measures.**

**2.0 Key Issues**

**2.1 Update on job and employability opportunities**

**Year 1 targets for both job opportunities and placements were exceeded:**

	Year 1	Year 2	Year 3	Total
<b>Job opportunities</b>				
<b>Target</b>	110	60	30	200
<b>Actual</b>	249 (159 permanent and 90 temporary	32 to date (15 permanent and 17 temporary	-	281 (174 permanent and 107 temporary

	jobs)	jobs)		jobs)
Placements				
Target	170	170	170	510
Actual	252	17 to date	-	269

- 2.2 Please see Appendix 1 for a detailed breakdown of job assist / employability interventions and work placements provided.

**Ring fencing of Business Support Clerk (BSC) posts and pre recruitment training programme**

Our pilot initiative to ring fence 5 BSC posts to the long term unemployed and provide a pre recruitment training programme was the first of its kind in the public sector in Northern Ireland and was well received by our partner organisations - DEL and its lead employability contractors across the city; disability organisations; and the Equality Commission for NI. The 5 successful candidates will be appointed to permanent positions before the end of May 2013.

Evaluation of this pilot has provided very positive feedback and partners have expressed their support for future initiatives of this type. The employability organisations and their clients valued the high standard and nature of the placements and classroom based training. Learning from the evaluation will be used to improve future initiatives (this largely relates to eligibility and referral process).

2.3 **Apprenticeships and student placements**

Ten apprenticeship opportunities (for electricians, fleet technicians, painters and gardeners) were launched at an event in City Hall in March. We have received 758 applications and the recruitment process is progressing. Successful applicants are due to start in September 2013. Fifteen paid one-year industrial placements were also recruited in year 1 through our ongoing university partnership arrangements.

2.4 **Partnership Working**

The Council has worked very closely with a number of partner organisations in order to achieve the successes of year one. In particular we have worked with DEL and its lead contractors providing placements for its Steps to Work programme as well as with the LEMIS providers across the city, providing outreach activities to help the long term unemployed and those furthest removed from the labour market apply for our job opportunities and prepare for our selection processes.

It is also important to recognise Council departments' contribution to the success achieved in year 1. The commitment and flexibility of staff across all departments over the past year, in facilitating the placements and additional outreach activity, has been crucial.

**2.5 Year 2 proposals and next steps**

We are committed to delivering our targets as outlined in paragraph 3.1. There will be an increased focus on the reduction of overtime and an emphasis on ensuring agency usage compliance to ensure that staffing budgets are deployed in the most cost effective way and that permanent front line jobs are created where possible. We will continue to work with DEL and with employability partners citywide to explore existing and potential opportunities to support the Council's employability targets and to raise awareness and promote the opportunities being offered. We will also continue to work with key departmental representatives to ensure that our targets are reflective of the opportunities on offer and ensure all feedback is considered in order to maintain a focus on continuous improvement. In particular we wish to build on the number of placements for DEL's Youth Employment Scheme as well as for clients from PBNI and the Youth Justice Agency. There is also potential to link in with programmes run by The Prince's Trust. A number of work experience placements will also be provided in our leisure centres for the Coach Education and Development Programme ( Lower Falls and Divis. )

**2.6 Proposed ring fencing of seasonal cleansing positions and supporting pre recruitment and training programme.**

In recent years Cleansing Services has used agency workers (currently contracted from Grafton Recruitment Ltd) to cover its seasonal requirements. This approach has proved the most effective resourcing method providing the flexibility and responsiveness required in a high profile service over busy periods.

Following the success of the pilot to ring fence 5 BSC posts and provide a pre recruitment and training programme it is proposed that the council works in partnership with Grafton to

implement a similar approach when assigning seasonal agency cover for Cleansing Services this year. The Council, in partnership with Grafton Recruitment, will deliver a pre-recruitment training programme for 30 long-term unemployed individuals, selected by DEL's employability partners across the city. On successful completion of the pre-recruitment training programme, these individuals will be eligible to compete at interview for five seasonal Cleansing Operative job opportunities, working for the council from July 2013 to January 2014, one job in each area of the city. Discussions regarding the proposed approach have taken place with the Equality Commission and DEL. Both organisations have welcomed this new initiative and, having both contributed to the evaluation of the BSC pilot, are content that the learning from the pilot will be incorporated into the proposed approach.

- 2.7 It should also be noted that the Cleansing Section, intends to fill up to 10 vacancies for permanent Cleansing Operatives in October 2013 once the ongoing structural review has been completed and it is hoped that a targeted ring-fencing initiative for the long term unemployed will also be used in this recruitment exercise.

### 3.0 Resource Implications

#### 3.1 Human Resources

Engagement in these employability initiatives requires increased support and supervision within departments.

#### 3.2 Financial

There are no additional financial implications in this report.

### 4.0 Equality and Good Relations Implications

- 4.1 The planned approach to the recruitment of seasonal Cleansing Operative posts in partnership with Grafton Recruitment Ltd is based on the previously implemented pilot and has been agreed with the ECNI and LGSC.

### 5.0 Recommendations

#### 5 Members are asked to:

- 5.1 note the progress in relation to job opportunities and employability targets set out in the Investment Programme;
- 5.2 support the continued approach to delivering year 2 targets; and

- 5.3 agree the proposed approach to delivering a pre recruitment training programme and ring-fencing 5 seasonal Cleansing Operative posts to the long term unemployed.”

**Employability interventions and work placements from 1 April 2012 to 13 May 2013**

*22 targeted 'Job Assist / Employability' Interventions* e.g. pre-recruitment training programmes, targeted job assist interventions including advice on effective completion of application forms; conducting mock interviews etc

<b>'Job Assist / Employability' Interventions</b>	<b>Year 1</b>	<b>Year 2 (YDT)</b>	<b>Year 3</b>	<b>Total</b>
Pre-recruitment training programmes	1 (39 participants)	0	-	1
Job Assist programmes	19 (programmes )	2	-	21
<b>Total</b>	<b>20</b>	<b>2</b>		<b>22</b>

<b>Placement type</b>	<b>Year 1 1 April 2012- 31 March 2013</b>	<b>Year 2 1 April 2013- 13 May 2013)</b>	<b>Investment Programme 1 April 2012 - YTD</b>
University	30	1	31
College	24	0	24
School	79	0	79
Disability	32	0	32
Young Person's Employment Initiative	12	0	12
Youth Employment Scheme	1	1	2
Steps to Work	22	5	27
Graduate Acceleration Programme	6	7	13
Training orgs and community projects	3	1	4
Youth Justice Agency Programme Led Apprenticeships	2	0	2
Pre Recruitment Training Programme	2	2	4
Pre Recruitment Training Programme	39	0	39
<b>Total</b>	<b>252</b>	<b>17</b>	<b>269</b>

After discussion, during which the Committee agreed that any future reports should contain full details in relation to the equality implications and reiterate the principles of the Investment Programme, the Committee adopted the recommendations.

## **Performance Management and Corporate Plan**

### **Departmental Plans**

The Committee approved the Departmental Plans for the Chief Executive's, Finance and Resources and Property and Projects Departments. A copy of the key actions as detailed in the Plans for each of the Departments is set out here under:

#### **Chief Executive's**

##### **"2.0 Key actions for 2013/ 14**

The Department's key actions have been defined against the background of the value creation map. Each key task has a relationship with one or more of the themes described in the corporate VCM. Key performance indicators (KPIs) for the main outcomes expected are included at section 3. More comprehensive details of tasks, performance indicators and targets which contribute to the outcomes sought are contained in supporting service plans.

##### **2.1 City Leadership**

###### **Review, update and support the delivery of the Investment Programme**

We will support the year 3 update of the Council's 2012 – 2015 Investment Programme, providing information on the achievements of the first two years of the programme and what is to be done in year 3. We will also provide communications, HR, policy, legal and administrative support as required to help deliver the Investment Programme.

###### **Community Planning**

To ensure Belfast is ready for the formal introduction of the duty of Community Planning in 2015, we will develop city and local area planning and engagement processes in collaboration with our community planning partners.

###### **Legal advice**

We will continue to provide ongoing legal advice on strategic city wide projects, for example Royal Exchange, University of Ulster campus, Sprucefield, Girdwood Community Hub and Waterfront Hall extension.



**Good Relations Plan**

We will continue to implement the Good Relations Plan for 2013 – 14 and plan the required actions for 2014 – 15.

**Peace & Reconciliation Plan**

We will oversee the implementation of Phase 2 of the Peace & Reconciliation Plan, including for example those projects centred on interfaces, bonfire management and the migrants forum.

**Peace IV**

We will engage with SEUPB in relation to the prospect of the Peace IV programme. City Hall memorabilia We will oversee the implementation of the programme of work resulting from the Equality Impact Assessment on the City Hall memorabilia and the development of an appropriate action plan.

**Party Group Leaders and Diversity Group**

We will provide support to the Party Group leaders and Diversity Group.

**Statutory Transition Committee**

Continue to support the work of the Voluntary Transition Committee and the new Statutory Transition Committee to prepare for the new Council in 2015.

**Local government elections**

Prepare for the local elections to the Shadow Council in 2014.

**New governance arrangements**

Review the Council governance arrangements, including a review of Standing Orders, in the lead up to the Shadow Council year from June 2014.

**Local Government Reform Legislative Programme (Internal)**

Provide internal legal advice and guidance in preparation for local government reform.

**Legislative Working Group (External)**

Shape and inform the regional primary and subordinate legislative programme, ensuring that the best interests of local government and Belfast City Council are pursued.

**Council constitution**

Oversee the continuing development and review of the Council's Constitution.

**Member development**

Contribute to the development of an overall Member training and development process in preparation for the return of additional functions and responsibilities to the Council under local government reform.

**Member severance**

Engage and inform policy development in relation to Member severance.

**Policy support to local government reform programme**

Provide policy support for agreed aspects of the local government reform programme. Undertake policy development for Council following introduction of Local Government Reform Bill.

**Regional HR advice for local government reform**

Engage and provide strategic advice and support to the Local Government Reform Joint Forum and regional HR Working Group.

**Regional legal advice for local government reform**

Engage and provide strategic legal advice and support to the local government reform implementation structures.

**2.2 Environment**

**Residual Waste Contract**

Provide legal support and advice on the issues surrounding the Arc21 Residual Waste Contract and the Council's Zero Waste Action Plan.

**Sewer Baiting**

Represent the Council in the ongoing dispute over payment of sewer baiting with NI Water.

**2.3 Economy**

**Job Opportunities**

Deliver 60 job opportunities as part of the Investment Programme commitment to create 200 job opportunities between 2012 and 2015.

**Work Placements, Internships & Apprenticeships**

As part of the Investment Programme commitment to providing 400 work placement, internship and apprenticeship opportunities over 3 years, we will provide 170 work placement, internships and apprenticeship opportunities within BCC with a focus on graduates and young long term unemployed and disabled people.

**Superconnected Cities Project**

Provide legal advice and PR/ communications support for the development of the Superconnected Cities project

**Social Clauses**

Develop legally robust social clauses for the Council's procurement policy.

**Good Relations**

Continue to undertake a series of events to celebrate the Decade of Centenaries Programme, including those in the spring of 2013 round the rise of the labour movement and the development of the trade unions.

**Cultural diversity programme**

Develop and oversee an inclusive cultural diversity programme of events to demonstrate the city's support for a variety of backgrounds and traditions.

**World Police & Fire Games**

Provide support as required in delivering the communications plan for the World Police & Fire Games, including for example pre, during and post games marketing, logistics and results.

**Tall Ships 2015**

Begin to develop and agree communications plan for the Tall Ships Challenge 2015 in preparation for promoting and marketing the event during 2014 – 15.

**400th Anniversary**

Develop and implement a communications plan for the celebrations of the 400th anniversary of the granting of the city charter.

**2.4 People, Communities and Neighbourhoods**

**Local Investment Fund**

Provide legal support on the administration of the local investment fund.

**Interfaces**

Undertake the agreed programme of work in the Interface Programme as part of the Peace III plan. Actions for 2013 – 14 include working in close collaboration with the Department of Justice and named community partners to co-ordinate activities and initiatives.

**Equality Scheme**

Oversee the implementation of the Council Equality Scheme and associated Equality Action Plans, including appropriate training and development for staff.

**Disability Action Plan**

Implement the actions contained in the disability action plan for 2013 – 14, including the mainstreaming of disability duties and the promotion of positive attitudes towards disabled people.

### Bonfires

Continue to implement the Bonfire Management Programme for 2013 – 14, including providing support to promote inter-community cohesion and better relationships with statutory agencies.

## 2.5 Improving our Services

### Information Management

Provide strategic policy support for the development of a corporate information management strategy and for the creation of a central intelligence repository.

### Democratic Services

Facilitate the greater use of IT in the administration of Committee business and continue to develop greater use of IT by elected Members in their constituency work.

### Council website

Support the delivery of the Council's IT strategy and its aim to improve access to our services and provide new ways of working to improve service quality and staff productivity through website and social media development.

### Organisational Development Strategy

Finalise the development of the Organisational Development strategy for the Council and implement year one of the OD programme of work, focusing on skills, leadership and organisational structure and governance.

### Organisation Structure

Design and develop an effective overall organisational structure to support and deliver corporate priorities and new governance arrangements in preparation for local government reform.

### Local Government Reform – HR & OD Implications

Identify and address HR & OD implications of local government reform including transfer of functions, governance and convergence issues. This includes developing and implementing appropriate organisation and service delivery models and capacity building programmes for Members and officers. Democratic Services will ensure these issues are adequately planned and resourced (with alignment to the Council's Organisational Development programme of work)

**Local Government Reform Communications & Engagement Plan**

Support the development and oversee the delivery of a communications & engagement plan for local government reform, including internal staff, transferring staff, residents other key stakeholders, through various communications channels and internal communication sessions.

**Improvement, Collaboration & Efficiency Programme**

Through the local government ICE Programme, explore the potential opportunity for the council to extend the provision of legal support and advice to other councils on a collaborative basis.

**Planning Service**

Put in place the necessary organisational foundations/preparations for the transfer and integration of statutory planning functions.

**Efficiency Reviews**

Provide significant HR and OD support to efficiency reviews such as Waterfront Hall, review of leisure, security and procurement.

**Employee Costs**

Review organisational design and employee costs (overtime, agency and working arrangements) to support the delivery of corporate objectives, local government reform, enhanced service delivery, achievement of efficiency savings and the creation of jobs as part of the investment programme at no additional cost to the ratepayer.

**Corporate HR System**

Develop and implement new corporate HR system, taking account of the local government reform programme and applicable systems convergence issues.

### Review of Strategic Planning

Review of approach to planning in organisation to incorporate organisational changes and new powers under local government reform. This will include:

- **Strategic city plan.** As part of the community planning process, we will provide strategic policy and planning support to the creation of a long term city-wide planning/outcomes framework in consultation with our key city partners.
- **Community Planning.** In preparation for community planning legislation that will commence in 2015 as part of local government reform, we will continue to develop the community planning model, with a view to having an agreed action plan with our key partners by 2015.
- **Area Plans.** Develop the framework for introducing area planning into the Council and work with Members in developing area plans that are aligned to the corporate and community plan.
- **Year 3 update of Corporate Plan.** We will prepare a year 3 update of our Corporate Plan 2012 – 15 and review the process for developing the corporate plan for the new Council from 2014.

### Policy & Research

Review the work programme and management arrangements of policy and research within the Council.

Review corporate approach to consultation responses.

### Consultation & Engagements

Undertake public, staff and Member consultation exercises and incorporate the findings into the planning process for priorities and improvement actions.

### Legislative Review

Through the legislative review group, assess emerging pieces of legislation in liaison with departments and ensure that Council policies and processes are changed to comply with changes to legislation.

### Marketing

Support the review of the strategic approach to marketing in the Council and help to implement the findings of the review.

### Constitution

Produce a published copy and online interactive version of BCC constitution.”

## Finance and Resources

### “2.0 Key actions for 2013/ 14

The Department’s key actions have been defined against the background of the value creation map. Each key task has a relationship with one or more of the themes described in the departmental VCM. Key Performance Indicators (KPIs) for the main outcomes expected are included at section 3. More comprehensive details of tasks, performance indicators and targets which contribute to the outcomes sought are contained in supporting Service Plans

### 2.1 City Leadership

#### LG Reform Regional

- Engage and provide strategic advice and technical support to the local government reform regional implementation structures (including the Regional Transition Committee, regional Operational Board and technical implementation groups and the ICE programme)
  - Inform the funding model for the transferring functions – grant versus re distribution of the regional rate
  - Agree and communicate the BCC position on the disaggregation of funding for transferring functions across the new councils
  - Input into/ Influence the detail of the rates convergence model
- Engage and provide strategic advice and support to the regional Finance Working Group (e.g. costing and resourcing plan for local government reform and rates convergence plan)



- Establish and oversee implementation of the work plan for the Financial Planning Sub-Group including baselining transition related costs
- Support the Council's engagement, and input to the work of the systems convergence Working group and implementation structures of local government reform

## 2.2 Economy

### Super Connected Cities

- Implement the Super connected cities project, including the following strands:
  - Broadband in-fill
  - Targeted Ultra-Fast zones
  - Wireless connection

### Rates Base

Sustain and enhance the rates base and manage the rate setting process including:

- Developing a programme of work on vacant property data to address issues such as vacant office accommodation and business premises
- Undertaking the rate setting process for 2014-15 taking account of additional costs for the shadow council including the development of the medium term financial plan

## 2.3 Improving our Services

### Local Government Reform – Internal Work

- Implement a programme of work (transition plan) to ensure that the Council effectively prepares for, and takes full advantage of, local government reform including the transfer and integration of new functions.
- Provide support to the review of BCC governance structures and options
- Provide support to the development of draft policy positions (e.g. governance, service delivery and performance management) following release of the draft Local Government (Reorganisation) Bill,

- Support relevant internal systems convergence implementation structures and working groups.

#### **Investment Programme**

Oversee the delivery of the Investment Programme including; the implementation of the programme and project management framework and the production of regular updates reports to Chief Officers and Members

#### **Efficiency Programme**

Develop and deliver a Corporate Efficiency Programme in collaboration with the other departments to ensure the achievement of the £20m efficiency target by 2015

Develop programme management arrangements for the efficiency programme to incorporate the capturing and reporting on efficiencies for

- ICT
- Energy
- Accommodation

Identify and implement a programme of work for efficiency related service reviews taking account of emerging opportunities through the ICE programme

- Work with departmental business managers to mainstream efficiency/VFM into departmental plans and identify opportunities for future savings
- Provide support to VFM reviews on cross cutting issues and at service level including security, marketing, energy and utilities and office accommodation
  - Oversee implementation of fleet management improvement plan
  - Oversee implementation procurement improvement plan
- Develop a departmental efficiency plan to generate efficiency savings

## **2.4 HR Management**

### **Investors in People**

- Implement the Council's IPM / PDP process in support of IIP

## **2.5 Financial Planning**

### **Local Government Reform – Internal Work**

- Undertake a financial assessment of potential local government reform costs and prepare a detailed resource plan including e.g. severance schemes, service convergence costs, transfer of functions, organisational development, staffing etc.
- Capture transition costs to BCC in order to complete the regional template and enable draw down of money
- Ensure appropriate financial consideration and due diligence is undertaken of any potential transfer of assets and liabilities from both neighbouring councils and transferring function departments

### **Investment Programme**

- Implement a capital financing strategy in support of the Investment Programme including a Financial Estate Financing Strategy.

### **Medium Term Financial Plan**

- Implement the Financial management arrangements for the capital programme including the Belfast Investment Fund and the Local Investment Fund
- Develop a City Financing Strategy

### **Financial Improvement Programme**

- Implement a financial improvement programme in relation to:
  - debtors, creditors, payroll and treasury management
  - Increase % of creditors paid within 28 days
  - Ensure purchase order processing compliance across the organisation

## 2.6 Information Management

### Web and Customer Focus Programme

- Implement a corporate content management system to support mobile access to council services
- Develop a business case for corporate CRM to manage citizen interaction with the council and help provide a more joined up service taking account of the pending boundary changes resulting from local government reform
- Identify and develop E-enabled transactions for citizen self service
- Implement corporate complaints improvement plan

### ICT Strategy

Develop an ICT Strategy and Plan to deliver on the organisational priorities.

### Improve Information Management

Information Compliance:

- ISO 27001/PCI/FOI/DPA/Risk

- Develop and agree actions from the Information Management Group
- Continue information audit & completion of Information asset register categorising information online with ISO classification
- Align further key Departmental and Corporate systems to the Corporate Gazetteer.
- Develop an ICT strategy and plan to deliver on the organisational priorities.

### ICT Governance

Deliver key departmental/corporate projects

- Implement GPS system for improved Fleet Management
- Develop approach and specification for purchase of a corporate HR/Payroll system
- Develop specification for purchase of a corporate asset management system
- Implement a OCR system to consolidate and scan invoices to support more efficient processing and use of resource

- Complete the development and live implementation of Cleansing and Waste Management System
- Implement a corporate-wide approach to complaints based on best practise and implement supporting CRM system and processes
- Work with Audit and Risk to implement the new audit and risk racking system across the organisation
- Implement the HR Health and safety inspection system for corporate use
- Extend Parks Inspection system to paths and leisure to reduce the level of citizen claims settled by the Council
- Continue to improve information management processes in the department
- Assess and prepare a plan for potential internal systems convergence issues associated with the transfer of new assets/facilities
- Complete on board processing and implementation of Network NI in preparation for local government reform and transfer of new functions

## **2.7 Policy, Planning & Performance**

### **Performance Management**

- Support the performance management infrastructure including
  - Reporting and analysing key corporate performance information
  - Supporting departments in monitoring and reporting departmental performance information

**Develop a performance and accountability framework**

**Undertake a review of the performance unit in line with emerging accountability arrangements under local government reform**

**Produce the Council's 2012-13 Annual Report**

## **2.8 Communication & Engagement**

### **Local Government Reform – Internal Work**

Support the effective delivery of a communications and engagement plan for local government reform.

### **Departmental**

Develop and implement a common communication framework across the department

## **2.9 Governance and Risk**

- Develop and implement a departmental risk management improvement plan
- Implement an action tracking, risk management and audit management system (including health and safety) and associated processes
- Implement agreed actions arising from external review of AGRS, including risk management development plan
- Implement agreed actions arising from external review of Corporate Health and Safety
- Provide ongoing assurance work on the risk management process re key corporate risks

### **Investment Programme**

Complete assurance and advisory work on the Investment Programme in line with agreed audit plan for 2013/14.

### **Local Government Reform – Internal Work**

- Assess the impact of transfer of functions and boundary changes in relation to audit and assurance.”

### **Property and Projects**

## **“4.0 Key actions for 2013 / 14**

The Department’s key actions have been defined against the background of the value creation map. Each key task has a relationship with one or more of the themes described in the departmental VCM. Key Performance Indicators (KPIAs) for the main outcomes expected are included at section 5. More comprehensive details of tasks, performance indicators and targets which contribute to the outcomes sought are contained in supporting Service Plans

#### 4.1 City Leadership

##### Key actions

Take the lead in driving the physical portfolio of the Investment Programme across the city ensuring delivery is on time, to budget and agreed specifications. The physical portfolio is made up of the following strands:

- Programme
  - Investment Fund
  - Feasibility Fund
  - maintenance programme
  - capital
  - Property and Asset Programme
  - Belfast Investment Fund (Projects to be agreed by SP&R Committee)
  - Social Investment Fund (Physical projects to be agreed by OFMDFM)
- Capital
  - Local
  - Planned
  - Non recurrent
- Support SP&R and CMT in managing the project portfolio through dashboard reporting
  - Manage and maintain a Portfolio, Programme, Project Office to provide overview of progress and benefits of all physical projects contained within the Investment Programme
  - Further develop, maintain and apply appropriate systems such as Gates, Economic Appraisal and Whole Life Costing, so as to ensure sufficient challenge and appropriate delivery to proposed projects and ensure agreed outcomes
  - Work with Area Working Groups (AWGs) in the identification and prioritisation of physical projects in the Local Investment Fund
  - Work with other departments to develop the Council's integrated approach to neighbourhood working in respect of physical infrastructure to maximise the impact of existing and emerging neighbourhood and community development work.
  - Ensure appropriate consideration due diligence of any potential transfer of assets and liabilities from both neighbouring councils and transferring departments.

- Assist in the delivery of collaborative opportunities which maximises value for money through participation in the local government led ICE programme
- Assist the Parks and Leisure Department in the implementation of the Leisure Review
- Develop and implement a programme of work for the transfer of assets

#### 4.2 Environment

##### Key actions

- Capture landfill gas to convert to electricity
- Develop an Energy / CO2 strategy for the Council
- Deliver procurement strand of the Sustainable Action Plan
- Complete phase 2 of the policy position on contaminated land
- Ensure that the Council's built and fleet assets are environmentally efficient

#### 4.3 Economy

##### Key actions

- Increase the amount of council spend within Belfast based suppliers via the quotation process and increased supplier information events
- Support job creation within the city through the delivery of the Council physical projects in the Investment Programme and associated capital investment in the city and via the Council's Investment Property Portfolio at Gasworks, Balmoral and Duncrue Estates
- Participate on externally led project boards (e.g. Ballysillan Masterplan, Colin Town Centre Project, Shaftesbury Square Regeneration Framework)
- Use Council spending power to increase Local Economic Development
- Develop the North Foreshore
- Assist in the development and implementation of Social Clauses within Council Contracts.



#### 4.4 People and Communities

##### Key actions

- Work with local councillors, communities and end user groups to ensure sustainability of Capital Investment and benefits realisation
- Work with the Development Department in assisting the delivery of the Renewing the Routes Programme
- Work with other departments in relation to the development of Regeneration Plans

#### 4.5 Better Services

##### Key actions

- Undertake a review of the Departmental structure and sectional services to align with the Council's Investment Programme and to improve service delivery
  - Complete and implement the review of the Fleet Management Unit
  - Implement the findings from the review of the council's fleet provision
- Implementation of the Procurement Improvement Plan, including:
  - Develop a strategic plan for procurement spend
  - Identify procurement efficiency savings

Develop and implement the security policy and complete a review of Security

#### 4.6 An Organisation Fit to Lead and Serve

##### Human Resource Management

##### Key actions

- Support the delivery of the Council's Core Skills Management Development Programme and other training initiatives
- Develop transferable skills set for new and existing staff in respect of Programme and Project Management e.g. Benefits Management, Stakeholder Management, Consultation and Engagement to ensure greater community and organisational
- benefits.

- Recruit up to 7 apprentices in crafts employed in Facilities Management in support of the investment programme
- Have consistent PDP processes and participate in the process of retaining corporate lIP status

### Financial Planning

#### Key actions

- Work with Financial Services to help build a robust Capital Financing Strategy
- Proactively manage rent reviews of the Council's Investment property portfolio at the Gasworks, Balmoral and Duncrue and other properties (including market shop units) to maximise the financial return to the Council
- Undertake Capital Assets valuation of the Council's property portfolio
- Carry out capital programme forecasting and costing
- Deliver efficient and effective procurement through directing and supporting procurement activities across the Council, preparing and distribution of procurement guidelines and reviewing and updating suppliers' database
- Produce analysis of spend for 2012/13 to identify expenditure efficiencies
- Increase SRM catalogue use to achieve process savings

### Information Management

#### Key actions

- Further develop the project management system (P2) which will underpin the delivery of key projects emerging from the Council Investment
- Implement and roll out E-Contract Management

### Planning & Performance

#### Key actions

- Reinforce the Governance procedures including the Gate Review process in the Council
- Implement the Portfolio Framework for the Council

### Communication & Engagement

#### Key actions

- Develop and communicate delivery calendar for projects in conjunction with Corporate Communications

### Assets

#### Key actions

- Administer the Asset Management Board (AMB) and optimise effectiveness
- Assist in the development of a Community Transfer Framework
- Complete the implementation of the recommendations in Asset Management Strategy
- Produce a Corporate Asset Disposal Policy and devise the asset disposal plan
- Agree and develop a Corporate Property Information System
- Implement the long term Accommodation Strategy
- Work with departments to include asset planning in their departmental plans
  
- Produce and agree Frameworks for roles and responsibilities for the Council Assets
- Assist in the development of the Progress the 'One Public Estate' initiative and develop agreed working arrangements between the Department of Education, BELB, CCMS and the Council in relation to respective assets
- Carry out planned maintenance in accordance with the maintenance plan

**Governance & Risk**

**Key actions**

- Implement Health and Safety recommendations
- Complete and sign off quarterly assurance statements to support quarterly reporting on the management of key risks to CMT, Assurance Board
- Work with AGRS on the development of the risk management system.”

**Democratic Services and Governance**

**Requests for the use of the City Hall and the provision of Hospitality**

The Committee was advised that the undernoted requests for the use of the City Hall and the provision of hospitality had been received:

Organisation/ Body	Event/Date - Number of Delegates/Guests	Request	Comments	Recommendation
Queen's University Belfast – School of Mathematics and Physics	Photonics Ireland 2013 Conference Reception 4th September, 2013 Approximately 160 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception	Delegates will be staying in accommodation in Belfast and the conference will take place within the city.  This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.	The use of the City Hall and the provision of hospitality in the form of wine and soft drinks  Approximate cost £500
Queen's University Belfast	Critical Legal Conference Reception 5th September, 2013 Approximately 200 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception	Delegates will be staying in accommodation in Belfast and the conference will take place within the city.  This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'.	The use of the City Hall and the provision of hospitality in the form of wine and soft drinks  Approximate cost £500
Development Department	Launch of RaboDirect PRO 12 Celtic League Official Dinner 26th August, 2013 Approximately 150	The use of the City Hall	This event will attract governmental representatives, international media and prominent representatives of the various clubs and	The use of the City Hall

	attending		<p>rugby officials. This event will afford the Council a valuable opportunity to showcase the City to an international audience and enhance Belfast's status as a sporting destination, especially within the context of the redevelopment of Ravenhill and the Irish Rugby Football Union's bid to host the Rugby World Cup in 2023.</p> <p>The Development Committee, at its meeting on 23rd April, 2013, agreed to meet the cost of the dinner and to forward to the Strategic Policy and Resources Committee the request for the use of the City Hall.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together' and 'Better opportunities for success across the city'.</p>	
Belfast Health and Social Care Trust	<p>Service of Remembrance for Royal Belfast Hospital for Sick Children</p> <p>6th October, 2013</p> <p>Approximately 200 attending</p>	<p>The use of the City Hall and the provision of hospitality in the form of Tea, Coffee and Biscuits</p>	<p>This event will provide an opportunity for bereaved parents and relatives of children to come together and remember their loved ones and to share their experiences with other parents.</p> <p>200 parents and children along with staff from the Royal Belfast Hospital for Sick Children participate and every year the Lord Mayor is invited to attend to light the Candle of Remembrance.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together'</p>	<p>The use of the City Hall and the provision of hospitality in the form of Tea, Coffee and Biscuits</p> <p>Approximate cost £500</p>
Employers for Childcare Charitable Group	<p>Childcare Works Awards 2013</p>	<p>The use of the City Hall and the provision of hospitality in</p>	<p>This event will promote the adoption of family friendly working practices and will recognise and</p>	<p>The use of the City Hall and the provision of hospitality in the</p>

	<p>18th September, 2013</p> <p>Approximately 100 attending</p>	<p>the form of tea, coffee and biscuits</p>	<p>reward examples of excellence by businesses and other organisations.</p> <p>This event would contribute to the Council's Key Themes of 'City leadership, strong, fair and together' and 'Better support for people and communities'.</p>	<p>form of tea, coffee and biscuits</p> <p>Approximate cost £250</p>
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The Committee adopted the recommendations.

**School of Creative Arts**

The Committee was advised that, subject to the report having been issued, a further request for the use of the City Hall had been received from the Professor of Film Studies at the School of Creative Arts, Queens University Belfast. The request was for the use of the City Hall for the launch of an interactive storytelling project on the Maze and Long Kesh prisons. The event was funded by the Community Relations Council and consisted of 25 filmed stories, including those of prison staff, prisoners, teachers, chaplains, visitors, maintenance workers and one Minister of state. Approximately 100 people would be in attendance at the event which would be held on or about 26th June.

The Committee granted the use of the City Hall for the purposes outlined and approved the appropriate hospitality.

**Provisional Recommendations of the District Electoral Areas Commissioner**

The Committee was reminded that the Local Government (Boundaries) Order (Northern Ireland) 2012 gave effect to the establishment of the boundaries of the new 11 Councils with effect from 2015. It established also the boundaries of the Wards within the new 11 Councils.

The District Electoral Areas (DEAs) were the constituencies used for local government elections and Mr. Richard McKenzie had been appointed to act as the District Electoral Areas Commissioner for the purpose of establishing the DEAs. The Commissioner had now released his provisional recommendations for the 11 new Councils and in Belfast had recommended the establishment of 10 DEAs.

The Democratic Services Manager advised that there would be an eight week consultation period on the recommendations ending on 27th June. Depending upon the nature of any objections received during this consultation period, the Commissioner may arrange for public inquiries to be held before Assistant Commissioners and shall arrange for such an inquiry to be held if a District Council or 100 electors officially registered within that district called for a public inquiry.

The Commissioner had explained that the request from a District Council must take the form of a resolution. In the past, the Council had decided to leave consideration of matters pertaining to the establishment of local government boundaries and DEAs to

the various political parties on the Council. However, on this occasion it would be necessary for the Council to consider if it wished to submit a corporate objection.

The Committee agreed that it would not submit any objections to the Commissioner's recommendations.

### **Request for the Use of the Council Chamber**

The Committee was advised that a request had been received from the Belfast Policing and Community Safety Partnership for the use of the Council Chamber on Thursday, 24th October in connection with a youth event. The event would consist of group discussions, a question and answer session and a drama production, which would take place in the Great Hall, the Banqueting Hall and the Reception room, and mini debates on various themes would be held between the hours of 10:30 a.m. and 2:30 p.m. in the Council Chamber.

The Democratic Services Manager reminded the Committee that the use of the Council Chamber for events other than the monthly Council meeting required the approval of the Strategic Policy and Resources Committee. He pointed out that the youth event had the support of the Partnership, which was of the view that the Chamber would provide an ideal setting to explore various issues of relevance to young people and would provide attendees with an ideal opportunity to view the room where Council business was conducted. As such, it was considered that the request should be supported.

The Committee approved the use of the Council Chamber on Thursday, 24th October for the youth event as outlined.

### **Finance/Value-for-Money**

#### **Minutes of Meeting of Budget and Transformation Panel**

The Committee approved and adopted the minutes of the meeting of the Budget and Transformation Panel of 15th May.

#### **Consultation on Proposed Scheme Design for the Local Government Pension Scheme (Northern Ireland) 2014**

A The Committee considered the undernoted report:

**"1 Relevant Background Information**

**1.1 On the 11 April 2013, the Department of the Environment issued the above consultation document on the design of the new Local Government Pension Scheme. It is proposed that the new scheme is introduced from 1 April 2014.**

**1.2 Separate consultations are awaited on the Scheme administration, governance and cost sharing and the transitional arrangements to move members forward from the 2009 Scheme.**

This paper provides a summary of the new scheme and presents a draft response for the consideration of Members. The contents of this paper and the draft response are based on guidance issued by the Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC) and the draft response to the consultation prepared by NILGOSC.

## 2 Key Issues

### *The 2014 Scheme*

2.1 The main provisions of the proposed new Scheme are as follows:

- Career average revalued earnings (CARE) Scheme
- 1/49<sup>th</sup> accrual rate
- Revaluation rate is assumed to be the Consumer Price Index (CPI)
- Normal pension age is equal to the member's state pension age (minimum of age 65)
- Definition of pensionable pay now includes non-contractual overtime and additional hours
- Contribution rates are set on actual pensionable pay, the number of contribution bands decrease and the ranges change
- 50/50 option where members can pay 50% contributions and receive half the pension accrual rate (i.e. 1/98<sup>th</sup>)
- Vesting period is two years
- Ill-health retirements as current i.e. a two tier system
- Death in service lump sum is 3 X pensionable pay
- Survivor benefits as current
- Commutation rate as current i.e. £1 of pension for every £12 of lump sum given up



*The Differences Between the Proposed 2014 and the current 2009 Schemes*

2.2 Table 1 below describes the main differences between the proposed 2014 and current 2009 Schemes.

	LGPS (NI) 2014	LGPS (NI) 2009																														
Type of Scheme	Defined Benefit Career Average Revalued Earnings (CARE)	Defined Benefit Final Salary Scheme																														
Accrual Rate	1/49 <sup>th</sup>	1/60 <sup>th</sup>																														
Revaluation Rate	The index by which pension built up each year is increased in order to retain its value – revaluation adjustment assumed to be Consumer Price Index (CPI)	Final pension normally based on final salary																														
Normal Pension Age	The member's State Pension Age (minimum 65)	Age 65																														
Minimum Pension Age	Age 55	Age 55																														
Definition of pensionable pay	Now includes non-contractual overtime and additional hours	Excludes non-contractual overtime and non-pensionable additional hours																														
Members' contribution rates and banding	Contribution rates are calculated on actual pay received	Contribution rates are calculated on full-time equivalent pay																														
	<table border="1"> <thead> <tr> <th>Range</th> <th>Contribution Rate</th> </tr> </thead> <tbody> <tr> <td>Up to £13,500</td> <td>5.5%</td> </tr> <tr> <td>£13,501 – £21,000</td> <td>5.8%</td> </tr> <tr> <td>£21,001 – £34,000</td> <td>6.5%</td> </tr> <tr> <td>£34,001 – £43,000</td> <td>6.8%</td> </tr> <tr> <td>£43,001 – £85,000</td> <td>8.5%</td> </tr> <tr> <td>More than £85,000</td> <td>10.5%</td> </tr> </tbody> </table>	Range	Contribution Rate	Up to £13,500	5.5%	£13,501 – £21,000	5.8%	£21,001 – £34,000	6.5%	£34,001 – £43,000	6.8%	£43,001 – £85,000	8.5%	More than £85,000	10.5%	<table border="1"> <thead> <tr> <th>Range</th> <th>Contribution Rate</th> </tr> </thead> <tbody> <tr> <td>Up to £13,500</td> <td>5.5%</td> </tr> <tr> <td>£13,501 – £15,800</td> <td>5.8%</td> </tr> <tr> <td>£15,801 – £20,400</td> <td>5.9%</td> </tr> <tr> <td>£20,401 – £34,000</td> <td>6.5%</td> </tr> <tr> <td>£34,001 – £45,500</td> <td>6.8%</td> </tr> <tr> <td>£45,501 – £85,300</td> <td>7.2%</td> </tr> <tr> <td>More than £85,300</td> <td>7.5%</td> </tr> </tbody> </table>	Range	Contribution Rate	Up to £13,500	5.5%	£13,501 – £15,800	5.8%	£15,801 – £20,400	5.9%	£20,401 – £34,000	6.5%	£34,001 – £45,500	6.8%	£45,501 – £85,300	7.2%	More than £85,300	7.5%
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Contribution flexibility	50/50 option where members can elect to pay 50% contributions and accrue 50% of the pensionable benefits	None																														

**Key Differences Between Proposed 2014 Scheme and Current 2009 Scheme**

	<b>LGPS (NI) 2014</b>	<b>LGPS (NI) 2009</b>
<b>Vesting period</b>	Two years period of service when members can get a refund of their contributions if they leave the Scheme	Three months period of service when members can get a refund of their contributions if they leave the Scheme
<b>Ill-health retirements</b>	Need two years service to qualify Tier 1 – immediate payment of benefits with membership enhanced by period to Normal Pension Age (state pension age or age 65 if higher) Tier 2 – immediate payment of benefits with membership enhanced by 25% of pension to Normal Pension Age (state pension age or 65 if higher)	Need one year service to qualify Tier 1 – immediate payment of benefits with membership enhanced by period to Normal Pension Age (age 65) Tier 2 – immediate payment of benefits with membership enhanced by 25% of pension to Normal Pension Age (age 65)
<b>Death in service lump sum</b>	3 x pensionable pay	3 x pensionable pay
<b>Death in service survivor benefit</b>	1/160 <sup>th</sup> accrual based on tier 1 ill-health enhancement	1/160 <sup>th</sup> accrual based on tier 1 ill-health enhancement
<b>Commutation Rate</b>	£12 lump sum for every £1 of pension given up	£12 lump sum for every £1 of pension given up
<b>Indexation of pension payment</b>	Consumer Price Index (CPI)	Consumer Price Index (CPI)

**2.3 The proposed changes will impact on:-**

- **Members of the Scheme (in terms benefits, unless transitional protection applies)**
- **Council Resources (in terms of the Employers Contribution required to fund the Scheme)**
- **Payroll Operations (in terms of the administrative and systems impact of the proposed changes)**

2.4 The following paragraphs provide commentary, which is again based mainly on correspondence and publications by NILGOSC, on the proposed changes.

2.5 Type of Scheme

In the proposed CARE Scheme pension benefits accrue during the period of membership relative to the actual earnings in each year. These benefits are then revalued each year to keep pace with inflation.

2.6 In simple terms, each year a member will have an opening balance, to which pension built up during the year and any additional pension purchased is added, the total amount of pension is then revalued (revaluation adjustment) to give a closing balance. This closing balance becomes the new opening balance for the next year.

2.7 This change to yearly accrual of pension amounts will require payroll departments to accurately calculate the pensionable pay each payroll run and deduct contributions at the correct rate. Payroll software will need to allow for possible variations in pay and contribution bands due to the effect of non-contractual hours and overtime now being pensionable. NILGOSC will have to be advised of the pensionable pays (under both the 2014 definition and the 2009 definition) and contributions paid on an annual basis.

2.8 NILGOSC have expressed the view that Members will need to have an appeal facility in respect of pensionable pay calculations as each year's pay is immediately used to determine their pension saving for that year. This is unlike the current final salary arrangement where it is the final pay at retirement that is the critical pay in determining pension benefits.

2.9 Normal Pension Age

The new Scheme proposes that the normal pension age is linked to State Pension Age subject to a minimum of age 65.

2.10 State Pension Age is to reach age 65 for both men and women by November 2018. It is then to increase to age 66 from December 2018 to October 2020 and to age 67 between 2034 and 2036. The Coalition Government has recently announced plans to bring forward the rise to age 67 and then link future increases in State Pension Age to life expectancy.

2.11 This increase in State Pension Age and therefore Scheme normal pension age is likely to affect costings for ill-health retirement as the enhancement period is relative to normal pension age.

2.12 Early retirement provisions for redundancy and ill-health remain unchanged but employer capital costs on redundancy could also increase as Scheme normal pension age increases.

2.13 Pensionable Pay

It is proposed that pensionable pay includes non-contractual payments such as overtime and additional hours.

2.14 This would mean an additional employers contribution cost to the Council. The current Employers contribution rate is 20%.

2.15 The inclusion of non contractual payments will require amendments to Payroll software and complex calculation of assumed pensionable pay for deduction purposes.

2.16 Members' Contribution Rates and Bandings

Payroll software will need to be able to set contribution rates according to actual pay received and not full-time equivalent pay.

2.17 50/50 Option

This option enables employees to elect to contribute half the contributions and receive half the pension. They will however retain the full value of other benefits including the death in service lump sum. Employer contributions remain at full level while a member is in the 50/50 Option.

2.18 The aim of this option is to prevent individuals opting out and not having any pension provision and it is suggested that individuals within the 50/50 option will be re-enrolled back into the main Scheme at regular intervals.

2.19 Payroll systems will need to be able to keep a separate pensionable pay relating to periods within the 50/50 option and any assumed pensionable pay relating to that period. These separate pays will need to be notified to NILGOSC on an annual basis.

## **2.20 Vesting Period**

The increase in vesting period to two years will mean that employers will need to differentiate between those members who are opting out under automatic enrolment and those opting out under Scheme rules.

## **2.21 Transitional Protections**

The consultation document (page 16) describes transitional protections as follows:

- Members of the 2009 Scheme will retain the link to final salary and a normal pension age of 65 in respect of the pension built up to 1 April 2014. Pension built up to this date will be calculated separately when a member retires and added to the pension built up in the 2014 Scheme.
- Members within ten years of retirement at 1 April 2012 will have an underpin i.e. they will receive a pension at least equal to that which they would have received under the pre-2014 Scheme.
- Existing protections for 85 year rule benefits will be carried forward in to the 2014 Scheme.

2.22 The proposed transitional protections means that payroll software will have to continue to hold all the information that is currently required under the 2009 Scheme as well as the new requirements under the 2014 Scheme.

2.23 Further complications will arise if arrears are paid which relate to both pre and post 1 April 2014 membership as these arrears will have to be split out from 2014 pensionable pay and allocated to the correct year. This ensures that there is no double provision of pension benefits.

## **3 Recommendations**

Members are asked to consider the attached draft response to the consultation.”

“Q.1. Do you agree with the proposed change to a career revalued earnings (CARE) scheme? If not, what alternative would you suggest?

**Comment**

Any change in scheme type will require careful communication with members. As each member has individual circumstances it is not possible for the Council to comment on the impact this will have on staff, however, the Council believes the move to a CARE scheme will make it more affordable for the ratepayers of Belfast. It should be noted that if non-contractual overtime and additional hours are included in pensionable pay then this will reduce the savings of moving to a CARE scheme.

- Q.2. Do you agree with the proposed accrual rate? If not, what alternative would you suggest?

**Comment**

The setting of the Accrual Rate has a direct effect on the cost of the Scheme. The Council's only view on the cost of the Scheme is that it should be affordable for Employers and Employees in offering reasonable benefits for members.

- Q.3. Do you agree with the proposal to include non-contractual overtime and additional hours in pensionable pay? If not, what alternative would you suggest?

**Comment**

The Council notes that including both non-contractual overtime and additional hours in pensionable pay will result in an increased cost to the Council as the employer's contribution rate, currently 20%, will be applied to both these elements.

Both elements are fluctuating in nature and therefore present two problems for payroll administration.

Firstly the Scheme is retaining the payment of Final Pay benefits for the period until all those members with pre-2014 service have retired, i.e. at least the next 45 years. If a pension is paid on the basis of fluctuating pay elements then the Final Pay on which benefits are calculated will not be representative of the pay on which contributions will have been paid. Members will have either overpaid or underpaid contributions. The same problem arises when Assumed Pension Pay has to be calculated (e.g. for maternity breaks), which if calculated on fluctuating pay will overstate the Pensionable pay.

Secondly, the employee contribution rate is set at the start of the year. If pay elements are fluctuating then the employee contribution rate set, based on pay bands, will not be reflective of the pay actually received. Therefore at the year end you could have two different employees who have received the same pay but paid different pension contributions.

From a cost and administrative point of view it is the Councils view that fluctuating non-contractual pay elements should continue to be excluded from pensionable pay for as long as the Scheme retains a Final Pay link.

- Q.4. Do you agree with the proposed contribution bands? If not, what alternative would you suggest?

Comment

In general tiered contribution bands add to the administrative complexity of administering a payroll system.

As the 2009 scheme currently has tiered contribution bands the Council has no comment to make on the proposed bands for the 2014 scheme.

- Q.5. Do you foresee any payroll or administrative difficulties from including non-contractual overtime and additional hours in pensionable pay?

Comment

The Council foresees administrative difficulties if non-contractual overtime and additional hours are included in pensionable pay.

The Council will have to hold double the number of pay figures for each member than it does at present. All of these pay figures will have to be provided to NILGOSC by the Council and therefore need to be held in our payroll system.

In order to provide members with annual pension forecasts or quotes NILGOSC will have to show all of these pay figures and we have no doubt that this will complicate the understanding of the entitlements by the members.

- Q.6. Do you foresee any payroll or administrative difficulties from the change to the proposed contribution bands?

Comment

The proposed bands are no more difficult to operate than the existing contribution bands.

- Q.7. Do you agree that there should be contribution flexibility in the LGPS (NI) 2014?

Comment

The Council welcomes contribution flexibility in order to increase scheme affordability for employees and therefore increase Scheme membership, as long as the overall Scheme remains sustainable and the mechanism is administratively simple.

- Q.8. Do you agree with the proposed 50/50 option? If not, what alternative would you suggest?

Comment

The Council supports the 50:50 option as a mechanism to encourage staff to remain within the scheme. The Council believes that members should be able to choose the 50:50 option on a long-term basis, primarily on the basis that it would be administratively simpler. Otherwise a complex set of rules would be required setting out how long members could join 50:50, how long would pass before they could rejoin etc.

However, restrictions need to be built in to regulate the number of times members are able to change from full membership to 50:50 and back again.

- Q.9. Do you agree that the people who choose the 50/50 option should be brought back into the main scheme every three years, at the employer's automatic enrolment date? If not, what alternative would you suggest?

Comment

The Council disagrees that those who choose 50:50 should be auto-enrolled into the main scheme every three years.

Council believes that members should be able to choose the 50:50 option on a long-term basis, primarily on the basis that it would be administratively simpler. However, restrictions need to be built in to regulate the number of times members are able to change from full membership to 50:50 and back again.



- Q.10. Do you agree that there should be an ‘underpin’ for members aged 55 or over at 1 April 2012?  
If not, what alternative would you suggest?

**Comment**

The Council believes if “underpins” are to be put in place then they should run from the date the new Scheme comes into effect, i.e. 1 April 2014. The Council does not understand the rationale for setting the date at 1 April 2012.

- Q.11. Should the proposed LGPS (NI) 2014 pension arrangements also apply to councillors? If not, what alternative arrangements would you suggest?

**Comment**

**It is imperative that you consult directly with elected representatives, political parties and representative bodies to seek their views on this issue.**

The Department would also welcome any other comments consultees may wish to make about the proposed scheme design and the draft regulations for the Local Government Pension Scheme from 1 April 2014.

**Comment**

The Council recommends that the Department extends its consultation to the Members of the Scheme. Although the Department has consulted with Trade Unions it should be aware that all members of the Scheme are not necessarily members of a Trade Union.

**It is imperative that you consult directly with elected representatives, political parties and representative bodies to seek their views on this issue.”**

The Committee approved the draft response to the consultation.

**Approval to Seek Tenders - Planned Maintenance Programme**

The Committee granted authority for the commencement of tendering exercises and delegated authority to the Director of Property and Projects, in accordance with the Scheme of Delegation, to accept the most advantageous tenders received in respect of the following:

<b>Goods &amp; Services</b>	<b>Estimated Value</b>	<b>Period of Contract</b>
Belfast Zoo, replacement of boundary fence to wild animal enclosure	£70,000	To be agreed
Botanic Gardens, alterations to Palm House Heating to accommodate Queens University of Belfast CHP Heating System	£38,000	To be agreed
City Hall, Replacement of goods lift	£50,000	To be agreed
Belfast Castle, Malone & City Hall, supply of LED lamps	£50,000	To be agreed
Belfast Zoo, High Voltage installation	£300,000	To be agreed.

**Tender for provision of chemical analysis at the North Foreshore site**

The Committee was reminded that the Council's 2012-2015 Corporate Plan had identified the development of a Green Economy Business Park at the North Foreshore as a key project under the strategic theme of city leadership - contributing to the leadership and strategic direction for shaping, developing and managing the city. Moreover, the Council's Investment Programme 2012-15 also identified the development of the green business park as a key project in terms of investing the city's economic infrastructure.

The Director of Property and Projects reported that the landfilling at the North Foreshore site had concluded in 2007 and, since that time, the Council's Waste Management Service and latterly the Property and Projects Department had been preparing the former landfill site for development in accordance with the agreed Masterplan. As part of the closure process, a series of environmental and risk management processes had been agreed with the Northern Ireland Environment Agency in order to facilitate the development of the site and to safeguard adjacent environmental receptors. Those processes were prescribed by a Waste Management Closure Licence for the site issued under the Waste Management Licensing Regulations (Northern Ireland) 2003 and they involved comprehensive sampling and analysis of the leachate and other on and offsite waters.

The Closure License for the North Foreshore required that the Council undertake leachate, groundwater and surface water management at the site to include sampling, analysis and reporting for a comprehensive range of chemical components. Analysis of site samples was presently completed under tender by a UKAS accredited laboratory, however, the current tender was scheduled to end on 30th September, 2013. Accordingly approval was being sought for the commencement of a tendering exercise to establish a new 3-year chemical analysis contract. The overall budget for the analysis tender would be £20,000 per annum, with the tender being awarded via a competitive procurement exercise based upon price and quality of submission. The cost would be met from the Council's Waste Fund.

The Committee approved the commencement of a tendering exercise to establish a new 3-year chemical analysis contract for the North Foreshore site and, in accordance with the Scheme of Delegation, delegated authority to the Director of Property and Projects to award the contract to the most economically advantageous tender received in line with the evaluation criteria.

### **ICT Infrastructure Contracts**

The Committee considered the undernoted report:

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

**1.1 The purpose of this report is to seek authority to procure the renewal of 3 key ICT infrastructure contracts for:**

- **Security support and advisory services,**
- **Internet Service provision,**
- **Wide Area Network (WAN) connectivity for our peripheral sites,**

**1.2 The report also provides an update on the Council's Microsoft licence position and considers the introduction of free Wi-Fi for public spaces within the City Hall.**

#### **2. Key Issues**

##### **2.1 Contract Renewals**

###### **Security Support and Advisory services**

**The contract for security services comes to an end in November 2013. This involves both ensuring that expert support is available to support the security infrastructure that protects our systems and information assets, and that we are kept advised of the growing threats associated with information management such as cyber-attacks. This contract will continue to help us to implement controls to mitigate these emergent risks.**

## **2.2 Internet Service Provision**

The contract for internet service provision comes to an end in November 2013.

All modern organisations require a connection to the internet in order to avail of communications, information and transaction-based services that are implemented over the world-wide-web.

## **2.3 Wide Area Network Services**

ISB supports approximately 1,800 workstations distributed over more 100 sites of differing sizes each with different information and connectivity requirements.

While the Council's large and medium scale sites such as City Hall, Cecil Ward, Adelaide Exchange and Leisure Centres are connected by high specification network connections, there are a large number of smaller sites such as community centres, remote sports grounds and parks facilities that require a lower speed connection to facilitate information and systems access for a smaller number of officers. These sites are currently connected by a low-cost, lower specification service called BT Central, supplied by British Telecom (BT) at a cost of approx. £60,000 annually.

## **2.4 Public Wi-Fi for the City Hall**

In order to enhance the City Hall both as a tourist attraction and as a venue for events, there is a growing demand for provision of free-to-use public access to the internet through Wi-Fi technology. This is currently provided in certain areas of the City Hall such as the Banqueting Hall and Great Hall on an individual event basis. In the context of encouraging public use of the City Hall Members are asked to consider to agree to provide "always on" Wi-Fi access to the function rooms, exhibition areas and The Bobbin.

## **2.5 Microsoft Licences**

From September 2006 to 2009 the Council was paying approximately £225,000 annually for Microsoft licenses and software assurance through a Microsoft Enterprise Agreement (EA). The EA licensed the Council's 1700 computer-based users for the use of the:

- Microsoft Windows operating system,
  - email system,
  - office productivity suite,
  - database systems
  - and other Microsoft products.
- 2.6 In 2009 it was estimated that we would need to pay an increased annual bill of at least £300,000 if we were to maintain an Enterprise Agreement with Microsoft, and a decision was taken not to renew the EA in order to achieve much needed efficiencies.
- 2.7 Microsoft assess all organisations that are not part of an Enterprise Agreement in order to determine the licensing position to take into account both changes in licensing models, and an accurate up-to-date picture of usage of Microsoft products. Examples of changes that have had the biggest impact are around the growing use of email on mobile devices supplied by the council, and the requirement to license more servers for database use to cover our increasing online and business continuity requirements.
- 2.8 This work has established a licence position which requires the Council to spend £320,000 on Microsoft licenses in order to satisfy the license changes that have taken place since we left the EA and to accommodate additional requirements that have resulted since 2009.
- 2.9 ISB has worked closely with Microsoft during the assessment and independent assurance has also been sought from software licensing specialists.

### 3. Resource Implications

#### 3.1 Security Support and Advisory services

The annual cost for security support and advisory services is £20,500 and forms part of ISB's revenue budget. It is our intention to tender for a 3 year contract with the option to extend for 2 additional years.

Estimated annual cost: £20,500

Total estimated contract cost: £61,500 - £102,500

### **3.2 Internet Service Provision**

The current annual cost for Internet Service provision is £19,000 covering connections to ISB and our disaster recovery site in Duncrue and forms part of ISB's revenue budget. It is our intention to tender for a 3 year contract with the option to extend for 2 additional years.

Estimated annual cost: £19,000  
Total contract value: £57,000 - £95,000

### **3.3 Wide Area Network Services**

The current annual cost for Wide Area network services is £60,000 and forms part of ISB's revenue budget. However, from early informal supplier engagements, it appears likely that the annual cost for wide area network services will increase. We will make best efforts to accommodate any budget increase from other ICT efficiencies that will be delivered over the course of the coming year. It is our intention to tender for a 3 year contract with the option to extend for 2 additional years.

Estimated annual cost: £75,000  
Total contract value: £225,000 - £375,000

### **3.4 Public Wi-Fi for the City Hall**

We are estimating that installation and configuration of a Wi-Fi service for function rooms, exhibition areas and The Bobbin is approximately £40,000 and that the ongoing annual costs will be approximately £10,000. Due to the nature of the City Hall building accurate costs can only be provided following a site survey by the successful supplier. It is our intention to tender for a 3 year contract with the option to extend for 2 additional years. It may be possible to recover the installation costs through the Super Connected City Project.

Estimated cost for implementation: £40,000  
Estimated annual cost: £10,000  
Total contract value: £70,000 - £90,000

### **Microsoft Licences**

Licensing shortfall: £320,000 – Funded from 2012/13 budgets

4. **Equality and Good Relations Implications**

N/A

5. **Recommendations**

5.1 To provide ISB with authority to tender new contracts for:

- Security support and advisory services,
- Internet Service provision,
- Wide Area Network (WAN) connectivity for our peripheral sites,

5.2 To agree to provide public Wi-Fi for the City Hall.

5.3 To note the outcome of the Microsoft Licence assessment.”

The Committee adopted the recommendations.

**G8 Summit**

The Director of Health and Environmental Services Committee submitted for the Committee's consideration a report in regarding security planning and other issues in relation to the G8 Summit which was scheduled to take place in Fermanagh on 17th and 18th June.

After a lengthy discussion, the Committee approved the general principles to be contained within an encampments protocol and delegated authority to the Chief Executive, in consultation with the Political Party Leaders, to agree any necessary level of physical protection which they considered appropriate around the City Hall and its grounds.

**Stadia Update**

The Committee noted the contents of a report which provided an update in relation to the Windsor Park and Casement Park Stadium Updates and Regeneration Plans for Olympia and Andersonstown Leisure Centres.

**Benview and Ballysillan Play Centre –  
Licence Renewal and An Munia Tober, Glen Road - Lease Renewal**

**Benview and Ballysillan Play Centre**

The Committee was advised that the Community Services Section had used part of the Benview Community Centre to run a Council play centre since June, 1997. The part of the building used was held under a Licence Agreement from Benview and Ballysillan Avenue Tenants' Association. At its meeting on 15<sup>th</sup> January, 2013, the Development Committee had approved the renewal of the existing Licence

Agreement for a further eighteen months from 1<sup>st</sup> July, 2012, in accordance with Standing Order 46.

The Committee agreed to a further Licence Agreement as outlined for a period of eighteen months at a cost of £6,038.35.

### **An Munia Tober, Glen Road**

The Committee was reminded that An Munia Tober was the main Traveller Support Group within Northern Ireland and provided specific services to travellers within the Greater Belfast area and provided also a regional support role. An Munia Tober had been leasing from the Council two portacabins in a area of land immediately adjoining it on the Glen Road. The current Licence expired on 30<sup>th</sup> September, 2012. At its meeting on 26<sup>th</sup> June, 2012, the Development Committee had approved the renewal of the Lease for a further five years from 1<sup>st</sup> October, 2012, subject to the Strategic Policy and Resources Committee approval in accordance with Standing Order 46.

The Committee agreed to a further Lease to An Monia Tober for five years at £1,000 per annum.

### **Illuminate Project – City Hall – Additional Days**

The Committee considered the undernoted report:

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

- 1.1 Members are aware that the Illuminate project, which has been part funded by the EU, has replaced the existing City Hall façade lighting on the front, east and west facades as well as the main dome and turrets with a new low-energy LED lighting infrastructure. The key aim of the project is to sustainably reduce energy consumption and significantly reduce CO<sub>2</sub> emissions.**
- 1.2 One of the other benefits of the project is that it will also enable the City Hall to be illuminated in a variety of colours and colour combinations which are not currently possible. The lights which have been installed are the same technology which is used on the Empire State Building and other iconic buildings around the globe and the system which has been installed on the City Hall is one of the most advanced in the world.**



## 2.0 Key Issues

- 2.1 The new lighting features can be used to promote inclusivity and cultural awareness by recognizing days of particular significance to groups within the wider community through the illumination of the City Hall in the relevant colour(s). 8 specific days of particular interest to local people and communities have already been agreed by Members and included in the Illuminate schedule:

St. Patrick's Day (Green)	Polish Independence Day (Red and white)
Orangefest (Orange and purple)	Chinese New Year (Red and yellow)
St. Valentine's Day (Red)	Gay Pride (Rainbow)
May Day (Red)	International Women's Day (Purple)

It has also been agreed that 12 nominated charities selected by the Council's civic dignitaries (Lord Mayor/Deputy LM/High Sheriff) will be able to use the new lighting features for charity events etc.

- 2.2 Members have already noted that further days of cultural/social significance can be added to the schedule if agreed by the SP&R Committee. However it has been highlighted that this needs to be balanced against the iconic status of the City Hall as the over-use of the lighting facilities on too many days per year could adversely affect the image and reputation of the building.

### Proposed further days to be added to the Illuminate schedule

- 2.3 A number of further days which could be illuminated have been proposed namely –
- the Official celebration of Her Majesty's Birthday (red, white and blue) and
  - Remembrance Sunday (red – Cenotaph only, the main building will be in standard white).

At SP&R committee on 19<sup>th</sup> April, it was agreed that these days be equality screened and a report thereon be submitted to the Committee in due course.

2.4 Members are asked to note that these additional days have now been equality screened in line with the Council's Equality Scheme and there are no major equality implications arising from the inclusion of these two days on the Schedule.

2.5 The lighting features on the City Hall allow for a wide range of colour options and designs. It is proposed that a demo showing options for how the City Hall could be illuminated on these two days is held for Members on week commencing 3<sup>rd</sup> June. Members are asked to note that the demo will need to take place in the evening time. Members will be updated in due course of the exact arrangements for the demo.

### 3.0 Resource Implications

3.1 The Illuminate Project will generate significant savings for the Council in terms of costs, both because of the lower consumption of energy and also because of the significantly longer life span of the lighting units. The system also provides the opportunity for a significant reduction in CO2 emissions.

### 4.0 Equality and Good Relations Considerations

4.1 The proposed additional days of Remembrance Sunday and the Official celebration of Her Majesty's Birthday have been equality screened in line with the Council's Equality Scheme and there are no implications arising. Members are asked to note that any further days which are proposed will be subject to equality screening.

### 5.0 Recommendations

5.1 Members are asked to note the contents of this report and

- agree if they wish to include the additional two days of Remembrance Sunday and the Official celebration of Her Majesty's Birthday on the Illuminate schedule. These days have been equality screened and there are no major equality implications arising
- note that a demo with options of how the City Hall could be illuminated on these two days is held for Members week commencing 3<sup>rd</sup> June in the evening time. Members will be notified of the arrangements for the demo in due course.
- are reminded that other events/days may be considered by SP&R Committee as necessary if specific requests are made. As outlined in 5.1 above

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**Strategic Policy and Resources Committee  
Friday, 24th May, 2013**

**any further days will also be subject to equality screening”**

After discussion, it was

Moved by Councillor McVeigh,  
Seconded by Councillor Maskey,

That the Committee agrees to defer consideration of the report to enable it to be considered in the first instance by the Joint Group of the Party Leaders' Forum and Historic Centenaries Working Group.

On a vote by show of hands six Members voted for the proposal and ten against and it was accordingly declared lost.

**Further Proposal**

Moved by Councillor Attwood,  
Seconded by Councillor Hendron,

That the Committee agrees to adopt the recommendations as set out in the report and agrees further that a report on the Illuminate Project, the current programme of dates and how any future requests would be dealt with, be submitted to a future meeting of the Joint Group of the Party Leaders' Forum and Historic Centenaries Working Group.

On a vote by show of hands ten Members voted for the proposal and six against and it was accordingly declared carried.

**Request for use of  
City Hall Grounds – ‘ORANGEFEST’**

(As this matter was agreed by the Committee without discussion, Councillor Haire did not have the opportunity to withdraw from the meeting.)

The Committee was advised that a request had been received from the Belfast Chamber of Trade and Commerce, in partnership with Orangefest, Belfast City Centre Management and Taste of Ulster, seeking permission to use the grounds of the City Hall from 11.00 a.m. till 5.00 p.m. on Friday, 12th July, 2013 for an event designated to be complementary to the traditional Twelfth celebrations. The Committee had approved the use of the Grounds for a similar event the previous year.

The Director of Property and Projects reported that the proposed event would involve a “mini-market, catering demonstrations in marquees and a small open-air children’s entertainments programme”. It was estimated that attendance would be in the region of 3,000 to 5,000 people and Belfast City Centre Management would be taking the lead in terms of event organisation and management. The event would take place on the front lawns only and, as a consequence, areas such as the Titanic Garden and Cenotaph would remain open to the public. The organisers would be providing all the stewarding/marshalling staff and would have to comply with the usual conditions, including indemnities for damage and submission of a formal event-management plan. The organisers had requested that they have access to electricity and water services as had been approved in 2012.

The Committee approved the request as outlined in respect of the proposed event on 12th July, 2013.

### **Connswater Community Greenway Update**

(Mr. A. Hassard, Director of Parks and Leisure, attended in connection with this item.)

The Committee noted the contents of a report which provided an update in relation to the Connswater Community Greenway Project.

### **Nomination of 'authorised persons' under Article 23 of the Public Order (N.I.) Order 1987**

The Assistant Chief Executive advised the Committee that under the Public Order (Northern Ireland) Order 1987, Article 23 dealt with offences in relation to public buildings and activities therein. In order for an individual to give direction for the removal of a person from a building they must have formal authorisation. In the case of Belfast City Council, such authorisation must be confirmed formally by the Council. Accordingly, he sought the Committee's approval to the nomination of the following persons who were employees of the Council:

<u>Post</u>	<u>Name</u>
Chief Executive	Peter McNaney
Town Solicitor & Assistant Chief Executive	Ciaran Quigley
Legal Services Manager	John Walsh
Director of Finance & Resources	Ronan Cregan
Director of Property & Projects	Gerry Millar
Director of Development	John McGrillen
Director of Health & Environmental Services	Suzanne Wylie
Director of Parks & Leisure	Andrew Hassard
Assistant Director of Parks & Leisure	Rose Crozier
Head of Information Services	Paul Gribben
Head of Facilities Management	George Wright
Head of Cleansing Services	Sam Skimin
Senior Markets Supervisor	Ian Carmichael
Security Manager ( <i>acting</i> )	Gerry Fleming
Security Duty Officers:	Samuel Young
	John Linklater
	Ron Galbraith
	Jonathan Wheeldon

The Committee granted the approval sought.

**Good Relations and Equality**

(Mrs. H. Francy, Good Relations Manager, attended in connection with these items.)

**Minutes of Meeting of Good Relations Partnership**

The Committee approved and adopted the minutes of the meeting of the Good Relations Partnership of 13th May.

**Minutes of Meeting of Party Leaders' Forum and  
Historic Centenaries Working Group**

**Irish Language Officers' Scheme –  
Possible 50% Funding Availability**

In considering the minutes of the meeting of the Party Leaders' Forum and Historic Centenaries Working Group of 21st May, the Committee's attention was drawn to the minute under the heading "Irish Language Officers' Scheme – Possible 50% Funding Availability" and the decision of the Group which was as follows:

- "1. that the question of the submission of the application for funding for the Irish Language Officers Scheme be referred to the Strategic Policy and Resources Committee;*
- 2. prior to the meeting of the Committee, clarification be sought as to whether or not a late application from the Council would be accepted; and*
- 3. to details of the overall costs being provided for the Committee's consideration."*

The Good Relations Manager explained that she had contacted representatives of Foras na Gaeilge who had indicated that, whilst they appreciated the Council's interest in the Scheme and understood it might not be able to make an application within the timeframe on this occasion, it would not be able to extend the closing date beyond Friday, 31st May. In addition, the Good Relations Manager provided details of the overall costs and indicated that, whilst the grant provided would be approximately £13,000, the overall costs to employ a Irish Language Officer would amount to approximately £41,000 per annum.

After discussion, it was

Moved by Councillor Maskey,  
Seconded by Councillor McVeigh,

That the Committee agrees to submit an application for funding for the Irish Language Officers' Scheme to Foras na Gaeilge.

On a vote by show of hands eight Members voted for the proposal and eight against. There being an equality of votes, the Chairman exercised her second and casting vote in favour of the proposal and it was accordingly declared carried.

In response to a Member's question, the Democratic Services Manager indicated that, whilst the decision of the Committee required ratification by the Council, an application would be submitted before the deadline indicating that it would be subject to full Council approval.

Subject to the foregoing amendment, the Committee approved and adopted the minutes of the meeting of the Party Leaders' Forum and Historic Centenaries Working Group.

### **Armed Forces Day**

The Committee considered the undernoted report:

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

- 1.1 The Committee is reminded that in 2009, 2010 and 2011 the Council considered requests from the Ministry of Defence for the Council to fly the Armed Forces Day flag for a week leading up to the Armed Forces Day itself.**
- 1.2 In those three years the Council agreed, in accordance with existing Council policy, that the request to fly the Armed Forces flag at the City Hall be acceded to but that the approval be for one day only.**
- 1.3 In 2012, due to the fact that a request to fly the Armed Forces Flag was not received until June, a Special Meeting of the Council was requisitioned on 21st June and it was agreed to fly the Armed Forces Flag for the period from 25th June till 30th June.**
- 1.4 It is worth pointing out that there has not been a consensus on this matter between the political parties represented on the Council.**

#### **2 Key Issues**

- 2.1 The Strategic Policy and Resources Committee, at its meeting on 23rd April 2010, agreed that it did not wish to establish a policy position on the Armed Forces Day flag to allow requests to be acted upon without annual reference to the Committee but rather agreed that each request received be dealt with annually on an individual basis.**

- 2.2** A letter has been received from the Chief of the Defence Staff requesting that the Council consider the way in which it might demonstrate its support for the Armed Forces. In the letter, it is recognised that the flying of the Armed Forces Day flag for the week commencing 24th June and ending on Armed Forces Day itself on Saturday 29th June presents more difficulty in Northern Ireland than in other parts of the United Kingdom, and it is suggested that the Council consider a range of ways in which its support for the Armed Forces might be demonstrated, including the flying of the Armed Forces Flag.
- 2.3** The Committee is reminded that the existing Council policy on the flying of flags allows for flags other than the Union Flag to be flown on specific occasions. For example, the Cross of St. Patrick is flown on 17 March, the European Union Flag is flown on Europe Day on 9 May and the Red Ensign is flown on National Merchant Navy Day on 3 September each year.
- 2.4** If the Council were to deal with the request in the same way as in previous years, then the options would be:
- 1.** to accede to the request from the Ministry of Defence for the Armed Forces Flag to be flown at the City Hall for the period from 24th till 29th June; or
  - 2.** in line with the decision taken in 2009, 2010 and 2011, to accede to the request but to limit the period during which the flag will be flown to the Armed Forces Day itself, that is, 29th June; or
  - 3.** to refuse the request.
- 2.5** Alternatively, the Council might wish to consider demonstrating its support for the Armed Forces by the organisation of an Event on 29th June.
- 2.6** It is recognised that this request may need to be discussed within political parties before a final decision is made and that there has not been much time for that to happen. The Committee might find it useful to defer making a decision on the matter until the Annual Council meeting on 3rd June to permit those discussions to take place.

**3** **Resource Implications**

- 3.1** None.

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

4.1 The request is in the process of being Equality Screened by Denise Wheatley, who prepared the equality impact report for flags, and this will either be circulated in advance of the Committee meeting or tabled at the meeting, depending upon when it is received.

#### **5 Recommendations**

5.1 The Committee is requested to either:

1. decide if and in what manner it wishes to support the Armed Forces day in 2013, or
2. defer consideration of the matter until the Annual Council meeting on 3rd June to allow the political parties on the Council time to consider it in more detail.”

The Democratic Services Manager reported that, subject to the report having been issued, the Equality Screening Report had been received and a copy had been circulated for the information of the Members. The report had concluded the following:

***“It is considered unlikely that the flying of the Armed Forces flag would be regarded as being of strategic importance or be significant in terms of expenditure. It is also unlikely that a one-off decision in relation to action on a single day in 2013 would be challenged by way of judicial review. Depending on the decision, the impact on one community or the other may be adverse but only to a minor extent. Clearly the level of offence to one community would be greater if the Armed Forces flag were to be flown for six days rather than one day, but it is considered that neither option would result in a major impact on good relations.”***

He pointed out that the Committee should give due consideration to the Equality Impact Assessment when coming to a decision on the substantive question as to whether or not the Council should mark the Armed Forces Day event.

The Committee agreed to defer consideration of the matter until the Annual Council Meeting on 3rd June to allow the Political Parties on the Council time to consider it in more detail.

#### **The Declaration on Age-friendly Cities and Communities in Europe 2013**

The Committee considered the undernoted report:



**“1 Relevant Background Information**

- 1.1 Across the world, life expectancy is increasing as is the prevalence of chronic diseases and disabilities associated with ageing.
- 1.2 In Belfast around 16% of the population is over 60 and the number of people aged 85+ is increasing. Average life expectancy in the City for men is currently 73.9 and for women it is 79.8; this is the lowest in Northern Ireland. There are significant inequalities in the city and those living in more affluent areas can expect to live longer and enjoy better health in old age.
- 1.3 Across the world, cities have to develop their structures and services to meet the requirements of their aging populations. Belfast City Council has identified older people as a priority within its corporate plan and, in March 2012, the Council agreed that the Lord Mayor should sign the Age Friendly Cities and Communities Declaration (2011) committing Belfast to becoming a more Age-friendly City, thereby encouraging active, healthy aging. This was signed by the Lord Mayor in May 2012.
- 1.4 Belfast became a member of the World Health Organisation's (WHO) Global Network of Age-friendly Cities in April 2013. The Council is currently collaborating through its role in the Healthy Ageing Strategic Partnership with voluntary and public sector organisations to develop a 3-year age friendly action plan for the City.
- 1.5 The All Party Reference Group on Older People oversees the work of the Council in this area.
- 1.6 As part of this process it is important that Belfast can learn and share experiences, good practice and work with other Age Friendly Cities in Europe.
- 1.7 It was agreed by this Committee on 19 April that the Chair of the Reference Group on Older People attends the EU Summit on Active and Healthy Aging summit in Dublin on 13-14 June 2013. The summit aims to provide a unique opportunity to set the agenda for an Age Friendly Europe at a time when the aging population is profoundly challenging fiscal sustainability.

1.8 On 19 April the Committee was informed that, as part of the EU Summit, the Lord Mayor, together with Lord Mayors from Cities across Europe, would be invited to sign a new Declaration on Age-friendly Cities and Communities in Europe 2013. It was also agreed by Committee that, subject to advice, the appropriate elected Member is given authority to sign the Declaration on behalf of the Council.

## 2 Key Issues

2.1 The copy of the Declaration on Age-friendly Cities and Communities in Europe 2013 which the Council has been invited to endorse has been circulated.

2.2 The aim of the Declaration is to solicit support for a range of actions that are broadly based on the eight domains identified by the WHO in its Global Age-friendly Cities Guide, including committing to participate in the Global Network of Age-friendly Cities.

2.3 It expresses the clear and strong commitment of political leaders of cities and communities to strengthen and champion action to make their communities more age-friendly and highlights the need for ongoing improvement across a range of interrelated domains of older people's lives. It commits signatories to undertake a continuous cycle of improvement through a planning process which will be supported by participation in the WHO's Global Network of Age-friendly Cities. Belfast is already well progressed on this.

2.4 The declaration::

- Establishes the values and principles for action based on the listed existing WHO and EU policies etc.
- Recognises the opportunities and challenges to meet the Age Friendly Agenda including the opportunity for the declaration to underpin a future co operation agreement forming an EU Covenant on Democratic Change.
- Outlines the commitments the Council would make by signing the Declaration. These are similar to the commitments already made by signing the 2011 Declaration. However the scope of key commitments extends to the benefit all were previously only to older people.

**3 Resource Implications**

- 3.1 The current Age-friendly programme will ensure all the commitments in the declaration are met without requiring additional resources.**

**4 Equality and Good Relations Implications**

- 4.1 There are no relevant equality and good relations implications.**

**5 Recommendations**

- 5.1 Members are asked to consider the Declaration and agree that the appropriate elected member is given authority to sign the Declaration on behalf of the Council.”**

The Committee adopted the recommendations.

**Councillor Hargey**

The Deputy Chairman (Councillor Reynolds) pointed out that this would be the last meeting at which the Chairman, Councillor Hargey, would be chairing the Strategic Policy and Resources Committee and, on behalf of the Committee, commended her on the way she had dealt with the Committee business over the previous two years.

The Committee applauded the work of the Chairman over the previous two years.



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**Strategic Policy and Resources Committee**  
**Friday, 24th May, 2013**

Chairman